

**FINANCE COMMITTEE  
2017 FALL TOWN MEETING  
WARRANT REPORT**



**OCTOBER 23, 2017  
WAREHAM HIGH SCHOOL  
7:00 P.M.**



# WAREHAM

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## Massachusetts

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## History of Wareham

From pre-European settlement to the present day, Wareham's history and development patterns have been determined by opportunities presented from the use of its river and ocean resources and the marshes and uplands that surround them. Wareham has always benefited from its situation at the head of Buzzards Bay where the Agawam and Wankinco Rivers join to form the Wareham River, and from its 57 miles of coastline.

### 1620 - 1775

The native population retained legal ownership of present-day Wareham until the late-17th century, and utilized the area's rivers and tidelands for seasonal subsistence. The advent of significant white settlement dates to the conclusion of King Phillip's War (1675-6), although there is evidence of prior use of Wareham land by overseers based in Plymouth for seasonal use. The public center of Wareham was located around Center Park, then known as Fresh Meadows. Early settlement also centered around Agawam Cemetery on Great Neck, with additional settlements in South Wareham at the junction of the Weweantic River and Mary's Pond Road. These areas saw continued development through the 18th century. The northeast section of present-day Wareham was largely uninhabited at this time. An economic base was established during this period consisting of agriculture, husbandry, fishing, and light industry, with white settlers gradually disrupting native subsistence patterns. Wareham's oldest extant house dates to this period, the Burgess House (c. 1680 or c. 1709) on Great Neck Road. Other surviving colonial houses from this period are found along Elm Street, Lincoln Hill and Great Neck Road. The Town of Wareham was officially established on July 10, 1739. Wareham's territory at that time was created by combining land from Rochester, then known as the Sippican Grants, and from the Agawam Purchase, land that had been leased and then purchased from the Plymouth Proprietors in the late-17th century.

### 1776 - 1830

From the late-18th into the early-19th century, Wareham's population grew from under 1,000 to almost 2,000 inhabitants as local manufacturing increased, and as Wareham itself grew in 1827 when Wareham annexed parts of Carver and Plymouth and expanded to its present-day boundary. Wareham's 19th century economic development was dominated by iron-related manufacturing and maritime industries such as shipbuilding, whaling and fishing, and salt production. Wareham was wellsuited for such development due to a combination of excellent waterpower from the Weweantic, Wankinco, and Agawam Rivers, plentiful bog iron, access to big timber, and protected coastal outlets for trade in iron ore and iron products and other maritime activities. The production of nails and holloware played a large part in Wareham's economy, beginning in 1819, with rolling mills established by Isaac and Jared Pratt at the

present Tremont Nail Factory on the Wankinco, a plant in Tihonet made accessible to tidewaters by a series of canals, the Washington Iron Works on the Weweantic in West Wareham, and a nail factory on the Weweantic in South Wareham. Residential development during the early-19th century was concentrated along major roads such as Elm Street, and on Main and High Streets in the town center. In addition, more modest cottages and worker housing, including double cottages, were constructed, many associated with and in proximity to industrial centers.

## **1830 - 1870**

By the mid-19th century, transportation corridors were improved, including the Sandwich Railroad in 1847 which went through West Wareham, Wareham Center, and East Wareham, with a bridge over the Narrows, which had formerly been served by a ferry. The nail industry reached its peak during this period, as did whaling, and cod and mackerel fisheries. The overall population continued to grow, reaching a 19th century peak, including a large foreign born population, mostly from Ireland. Wareham Historical Commission Wareham Preservation Plan 2007 Residential development of modest cottages continued in the villages of Wareham, with more elaborate examples including large Greek Revival and Italianate houses in Wareham Center, representing the industrial prosperity of the period.

## **1870 - 1915**

Manufacturing, including nails and horseshoes, continued on a more limited basis into the early 20th century, but two new industries emerged at this time, summer tourism and cranberry growing, which would transform elements of Wareham's landscape. Significant tourism first developed in the form of planned summer communities, most famously the Onset Bay Grove Association, initially founded in the 1870s as a Spiritualist camp-meeting site, and growing into a popular planned summer community of over 1,000 small lots interspersed with communal parks and beaches. Houses were modest Gothic Revival, Stick, and Queen Anne cottages with commercial development around Onset Avenue. The railroad played an important role in the development of Onset as a vacation area, as did a trolley service for local transportation. While coastal areas saw increased residential development, Wareham's lowlands were being transformed into productive cranberry bogs as the cranberry industry grew into a powerful economic force. One of the earliest known bogs was constructed on White Island, c. 1860, and by the turn-of-the-century when the United Cranberry Company was formed there were 37 growers listed in the town directory, and that number continued to grow. In addition to the bogs themselves, associated industries were developed such as cranberry equipment manufacturing and cranberry preserving.

## **1915 - 1950**

The period after WWI was marked by continued development of summer colonies and planned communities, and a steady increase in year-round population with new in-fill housing in already settled areas. Mass production of the automobile led to improvement of transportation routes, including upgrades to Route 28 and Cape Cod-New Bedford Highway (Route 6). Economically, cranberry growing continued to mature into a major industry, and construction of the Ocean Spray Cranberry plant on Sandwich Road making Wareham a major distribution center for cranberries. The iron-based and maritime-related industries continued but saw a steady decline due to new technologies and cheaper labor and materials elsewhere.

## **1950 - Present**

The greatest 20th century population increase took place after WWII. Over 2/3 of Wareham's housing has been built since 1950, some following existing settlement patterns and others in new subdivisions and developments. Today there are approximately 12,000 housing units in Wareham, of which 1/3 are seasonal. The Cranberry Highway emerged as a major retail corridor in the 1950s, reaching it peak in the 1970s as Cape-bound traffic was required to pass through this commercial zone of Route 6. However, the construction of Routes 495/25 bypass and 195 have greatly reduced non-local traffic and business activity. While Wareham's economic base has shifted to service industries, cranberry growing remains an important economic factor, and cranberry growers control over 30% of Wareham's 29,940 acres of land. Important reminders of Wareham's industrial and maritime roots survive, including the Tremont Nail Factory and the Cape Cod Ship Building Company; and neighborhoods throughout Wareham reflect its layered history from Onset Village's Wigwam and many extant Victorian-era cottages to the high-style residences in Wareham Center, and from the rural 18th and 19th century streetscapes of Great Neck and County Roads to the many 20th century planned seasonal communities.

Source Document: Wareham Historical Commission - Wareham Preservation Plan 2007

**Source URL:** <http://www.wareham.ma.us/discover-wareham/pages/history-wareham>

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## From the Finance Committee Chairman

Welcome to our “Fall Annual Town Meeting”. We have two major changes in the way we conduct our Town business. The first is, this is an “Annual Town Meeting” and the second is, we have decided to no longer require a “Quorum” to conduct Town Meeting business.

All business we conduct at this Town Meeting effects our current fiscal year, 2018. That accounts for Article 4 which will allow the Town Administrator to adjust our current operating budget to bring it back into balance should the Town Meeting chose to ‘raise and appropriate’ to support a petition article.

Now the change to “No Quorum” raises an interesting scenario. If only the Moderator (to open Town Meeting) and the Town Clerk (to record the proceedings) showed up, they could conduct all the business of that Town Meeting. Guess that behooves all of us to show up.

Our Report is larger this time around. We are trying to include all of the support information we were provided during our reviews of the various requests so you may have a better understanding of our recommendations. We are also reviewing our process so that in the future our report will be available at least a week before Town Meeting.

Please note our cover. As with our previous Reports we have been trying to show some of our community’s history. We may be referred to as a little seaside community with 54 miles of beaches and a summer population that swells to 30,000 plus, but our history says we are more than that.

We welcomed the ‘Moving Wall’ this summer to honor, not just the Vietnam Veterans, but all those that served our country. Hopefully it was able to impart some knowledge to our young people of what courage and faith really is.

We have several interesting Articles in our Warrant this evening. One is updating a lot of our Bylaws to conform to State requirements. Sometimes it amounts to just changing a comma or how a word is spelled, but those seemingly trivial changes can have a significant impact should a court case arise.

Article 21 has come up before. Our request to the Legislature must be renewed at each new session. It is unfortunate that the Legislature doesn’t take a greater interest in this petition. If it passed, the homeowners would have access to low cost loans for possible betterments.

The Finance Committee has two members on the Minot School Building Committee. We have actively participated in the selection of our ‘Owners Project Manager’ (OPM) and are involved in choosing an architect that will prepare the designs for you to choose from.

An update of the Minot Project has been provided by our OPM, PMA Consultants, in our Supporting Documents section.

Thank You. Bernard Pigeon, Chairman, Wareham Finance Committee

# FALL TOWN MEETING WARRANT

## TOWN OF WAREHAM

OCTOBER 23, 2017

### **ARTICLE 1 – BUDGET TRANSFERS**

To see if the Town will vote to transfer sums of money within the budget lines as voted in Article 7 of the 2017 Spring Annual Town Meeting and to further, transfer from available funds to said budget lines, or to take any other action relative thereto.

Inserted by the Board of Selectmen at the request of the Town Administrator.

#### **Explanation:**

**This is an annual article at the Fall Town Meeting to re-adjust the budget in light of additional budget information received after the April Town Meeting.**

**The Board of Selectmen recommends approval of this article: 4-0-0**

**The Finance Committee recommends no action on this article: 5-0-0**

#### **Finance Committee Recommendation:**

**This is a recurring article. As of the deadline for submission of the Warrant to the printer, there were no requested transfers, thus the Finance Committee voted to not make a recommendations.**

### **ARTICLE 2 - APPROVE AND FUND FY18 CAPITAL PLAN**

To see if the Town will vote to transfer a sum of money from available funds and authorize borrowing subject to MGL Chapter 44, Sections 7 or 8 or any other enabling authority, for the purpose of capital improvement projects including replacement of vehicles, equipment, repairs to and improvements to town buildings, facilities and waterways, or to take any action relative thereto.

Inserted by the Board of Selectmen at the request of the Town Administrator.

#### **Explanation:**

**This is the Capital Plan as submitted by the Town Administrator. It will show the capital items and funding sources.**

**The Board of Selectmen recommends approval of this article: 4-0-0**

**The Finance Committee recommends no action on this article: 5-0-0**

**Finance Committee Recommendation:**

**The Capital Committee has assembled a prioritized list of equipment and construction investments. This is a critically important Town function that is not finalized until Free Cash is certified. The Finance Committee was unable to make a recommendation prior to the Warrant going to the printer.**

**ARTICLE 3 – TRANSFER OF FREE CASH**

To see if the Town will vote to transfer a sum of money from Certified Free Cash to fund the following, or take any other action relative thereto:

- a. Fund the Stabilization Fund
- b. OPEB Trust Fund
- c. Special Education Stabilization Fund.

INSERTED BY THE BOARD OF SELECTMEN AT THE REQUEST OF THE TOWN ADMINISTRATOR.

**Explanation:**

**This article will transfer Certified Free Cash, after adjustments, to fund the Stabilization Fund, the OPEB Trust Fund and the Special Education Stabilization Fund.**

**The Board of Selectmen recommends approval of this article: 4-0-0**

**The Finance Committee recommends approval of this article: 7-0-0**

**Finance Committee Recommendation:**

**The Finance Committee discussed this article with the Town Administrator.**

**Free Cash is available to fund Town projects after paying the Town's obligations. The Town Administrator has requested Free Cash allocations of the following:**

- a. **\$100,000 to \$150,000 to fund the Stabilization Fund. The Stabilization Fund will be available for emergencies. Additionally, a properly funded Stabilization Fund is one of the main factors in determining The Town's credit rating, which keep the Town's borrowing costs low.**
- b. **\$300,000 to fund the OPEB Trust. The OPEB Trust pre-funds the Town's post employee benefit obligations. Pre-funding reduces long term costs, provides us with long term planning opportunities, and supports our credit rating.**
- c. **\$200,000 for the Special Education Stabilization Fund. The Special Education Stabilization Fund will fund special education students that may transfer into the district between budgets. This will allow the school finance manager to budget with fewer contingencies. Dispersal of funds from this account will require approval from the School Committee and the Board of Selectmen.**

**The Finance Committee believes that funding the Stabilization Fund, the OPEB Trust, and the Special Education Stabilization Fund is an appropriate priority for the Town. The Finance Committee recommends approval of Article 3.**

#### **ARTICLE 4 – BUDGET ADJUSTMENT**

To see if the Town will vote to make downward budget adjustments across the various budget line items, or take any other action relative thereto.

Inserted by the Board of Selectmen at the request of the Town Administrator.

#### **Explanation:**

**This article is a placeholder to adjust the budget if Petitioned Article 34 appropriates an additional \$66,000, which will create an unbalanced budget. Although it has been stated that the petitioner plans to withdraw Article 34, it is prudent to have this article if there is an unbalanced budget which would mean the Town could not set the tax rate and would result in a major disruption of the Town’s finances.**

**This article will have a motion showing the one-time reductions to the FY18 budget. Budget adjustments can only be done by Town Meeting. If this article is pulled by lottery before Article 34, we will need to request that Article 34 to be taken out of order. If Article 34 is withdrawn or fails to pass, then we will seek to have this article passed over.**

**The Board of Selectmen recommends approval of this article: 4-0-0**

**The Finance Committee recommends approval of this article: 6-1-0**

#### **Finance Committee Recommendation:**

**This article is only appropriate if Article 34 passes.**

**Although it may be necessary when Town Meeting passes a Citizens Petition Article, the Finance Committee generally believes it is inappropriate to reduce the budgets of other Town departments mid-year. Overriding a budget that was appropriately considered and approved through Town Meeting vote will set a bad precedent and forces our department heads to change service levels mid-year.**

#### **Article 5 – APPROVE UNION CONTRACTS**

To see if the Town will vote to approve and fund the collective bargaining agreement between the Town of Wareham and the

- a) Wareham Police Union, MCOP Local 423, AFL-CIO
- b) Wareham Lieutenants’ Union, NEPBA
- c) Wareham Communications Officers, NEPBA

or take any other action relative thereto.

Inserted by the Board of Selectmen at the request of the Town Administrator.

**Explanation:**

**This article seeks to approve and fund the contracts between the unions listed above and the Town. These are the last outstanding contracts out of the 12 Town unions and if approved, will bring all union contracts up to date through June 30, 2019.**

**The Board of Selectmen recommends approval of this article: 4-0-0**

**The Finance Committee recommends approval of this article: 7-0-0**

**Finance Committee Recommendation:**

**The Finance Committee discussed Article 5 with the Town Administrator.**

**The Police Unions have negotiated in good faith with the Town to renew contracts which expired in 2016. The new contracts will bring our 44 dedicated officers up to market pay rates for their services. As the contracts have expired, officers will receive a one-time retroactive payment for pay that they would have earned under the new contract over the period of time between contracts. The Finance Committee recommends approval of this article.**

**Article 6 – ESTABLISH REVOLVING FUNDS BY-LAW**

To see if the Town will vote to amend the general by-laws of the town by adding a new section to establish and authorize revolving funds for use by certain Town departments, boards, committees, agencies or officers under Massachusetts General Laws Chapter 44, § 53E½, or take any other action relative thereto.

**DEPARTMENTAL REVOLVING FUNDS**

1) Purpose. This by-law establishes and authorizes revolving funds for use by Town departments, boards, committees, agencies or officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by General Laws Chapter 44, § 53E½.

2) Expenditure Limitations. A department head, board or committee may incur liabilities against and spend monies from a revolving fund established and authorized by this by-law without appropriation subject to the following limitations:

- a) Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund, (except for those employed as school bus drivers).
- b) No liability shall be incurred in excess of the available balance of the fund.
- c) The total amount spent during a fiscal year shall not exceed the amount authorized by Town Meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Board of Selectmen and Finance Committee.

3) Interest. Interest earned on monies credited to a revolving fund established by this by-law shall be credited to the general fund.

4) Procedures and Reports. Except as provided in General Laws Chapter 44, § 53E½ and this by-law, the laws, Charter provisions, by-laws, rules, regulations, policies or procedures that govern the receipt and custody of Town monies and the expenditure and payment of Town funds shall apply to the use of a revolving fund established and authorized by this by-law.

5) Authorized Revolving Funds.

- a) Each revolving fund authorized for use by a town department, board, or committee,
- b) The department or department head, board or committee authorized to spend from each fund,
- c) The fees, charges and other monies charged and received by the department or department head, board or committee in connection with the program or activity for which the fund is established that shall be credited to each fund by the town accountant,
- d) The expenses of the program or activity for which each fund may be used,
- e) Any restrictions or conditions on expenditures from each fund; Any reporting or other requirements that apply to each fund, and
- f) The fiscal years each fund shall operate under this by-law.

The Table establishes:

<u>REVOLVING Fund</u>	<u>Authorized to Spend Fund</u>	<u>Revenue Source</u>	<u>USE OF FUND</u>	<u>FY18 (current) Spending Limit</u>	<u>DISPOSITION OF FY 17(prior) Fund Balance</u>	<u>Spending Restrictions or Comments</u>
COA/Transportation	COA Director	User Fees	Transportation	200,000	Unencumbered balance from FY17 funds transferred to FY18 revolving fund	
COA/Social Programs/Daycare	COA Director	User Fees, Fund Raising	Programs, supplies, equipment, contracted instructors and any other related expenses	50,000	Unencumbered balance from FY17 funds transferred to FY18 revolving fund	
COA/Activities	COA Director	User Fees, Fund Raising	Programs, supplies, equipment, contracted instructors and any other related expenses	50,000	Unencumbered balance from FY17 funds transferred to FY18 revolving fund	

Library	Library Director	Fines, Fees, Fund Raising	Supplies, books	20,000	Unencumbered balance from FY17 funds transferred to FY18 revolving fund	
Tremont Nail Factory Buildings and Grounds	Director of Municipal Maintenance	Rent, Fees, Charges, Fund Raising	Operating costs of buildings and grounds	50,000	Unencumbered balance from FY17 funds transferred to FY18 revolving fund	
Hammond Rental	Director of Municipal Maintenance	Rent from former Hammond School	Operating costs of buildings and grounds	50,000	Unencumbered balance from FY17 funds transferred to FY18 revolving fund	
Recycling	Chair of Recycling Committee with approval of Town Administrator	User Fees, Fund Raising	Programs, supplies, equipment, contracted instructors and any other related expenses	50,000	Unencumbered balance from FY17 funds transferred to FY18 revolving fund	
Shellfish Propagation	Shellfish Constable and Town Administrator	Shellfish permits fees & 20% of all fees derived from shellfish permits	Shellfish Propagation and enhancement of shellfish resources	30,000	Unencumbered balance from FY17 funds transferred to FY18 revolving fund	
Board of Health	Health Department	Fees from Rental Inspection program	Fund Rental Inspection Program	75,000	Unencumbered balance from FY17 funds transferred to FY18 revolving fund	
Treasurer	Finance Director	Tax Title Collections	Necessary and related Tax Title Fees	150,000	Unencumbered balance from FY17 funds transferred to FY18 revolving fund	
Code Enforcement	Building Commissioner	Fines, Fees and Funds from Enforcement	Fund Code Enforcement	100,000	Unencumbered balance from FY17 funds transferred to FY18 revolving fund	

Inserted by the Board of Selectmen at the request of the Town Administrator.

**Explanation:**

The Municipal Modernization Act amended the Revolving Fund statute. Revolving Funds are now required to be authorized by Bylaw. This article will establish the Bylaw for the Revolving Funds. Town Meeting is still required to vote on the amount that may be spent from each fund during the next fiscal year.

The Board of Selectmen recommends approval of this article: 4-0-0

The Finance Committee recommends approval of this article: 5-0-0

**Finance Committee Recommendation:**

The Finance Committee discussed Article 6 with the Town Administrator.

Article 6 brings the Town's Revolving Funds into compliance with State law and reauthorizes last year's Revolving Funds. Revolving Funds allow proceeds from various fees, rents or fund-raising efforts to remain within the department that collected the funds. It also encourages the Council on Aging, Recycling, the Library, and other similar departments to raise funds through donations and events. The Finance Committee recommends approval of this article.

**ARTICLE 7 – FY17 UNPAID BILLS**

To see if the Town will vote to raise and appropriate or transfer from available funds or by any combination of the foregoing, a sum of money to pay unpaid bills of prior fiscal years, or to take any other action relative thereto.

Inserted by the Board of Selectmen at the request of the Town Administrator.

**Explanation:**

This is a placeholder article for any past due bills that were not paid in prior fiscal years. Currently, there are no past due bills.

The Board of Selectmen recommends approval of this article: 4-0-0

The Finance Committee recommends approval of this article: 7-0-0

**Finance Committee Recommendation:**

The Finance Committee discussed Article 7 with the Town Administrator. It is a housekeeping article.

As of the printing of the Warrant, there are no outstanding bills. The Finance Committee still encourages approval of this article. Without this article, a late invoice will need approval from a subsequent Town Meeting prior to payment.

**ARTICLE 8 – CHAPTER 40U ADOPTION OF FINES**

To see if the Town will vote to accept the provisions of G.L. c. 40U and adopt as a bylaw the payment procedure and the schedule of fines on file in the office of the Town Clerk, to authorize the Town Administrator to appoint a G.L. c. 40U hearing officer and authorize the Board of

Selectmen and Town Administrator to take any actions necessary to implement the GL c. 40U program, or take any other action relative thereto.  
Inserted by the Board of Selectmen at the request of the Town Administrator.

**Explanation:**

**This law will allow the Town to treat the payment of housing, sanitary code and snow and ice violations in a similar manner to other non-criminal fines, such as parking tickets. The new procedures would allow the Town to commit the unpaid fines to property tax bills. This would help incentivize violators to corrective action. The Town would be required to establish a schedule of fines as part of the Bylaw.**

**The Board of Selectmen recommends approval of this article: 4-0-0  
The Finance Committee recommends approval of this article: 5-0-0**

**Finance Committee Recommendation:**

**Article 8 will encourage violators to pay their fines by adding monies due to individual property tax bills, as is presently done with unpaid parking fines. Violators would be entitled to a hearing and a vote of the Selectmen and they can always pay their fines before seeing them on their tax bills. The Finance Committee recommends approval of this article.**

**ARTICLE 9 – PARKING KIOSK ACCEPT PROVISIONS of MGL c. 40 § 22a, §22b AND §22c**

To see if the Town will vote to accept the provisions in statutes of MGL c. 40 § 22a, §22b and §22c in order to re-authorize the Receipts Reserved for Appropriation Onset Kiosk Parking Revenue Fund, or take any other action relative thereto.

Inserted by the Board of Selectmen at the request of the Town Administrator.

**Explanation:**

**The Municipal Modernization Act made changes to MGL c.40§ 22a, § 22b and § 22c so the funds are no longer restricted to go to the General Fund, even if the Town already has established a separate Special Revenue Account for the Kiosk revenue.**

**The Town will need to accept the provisions of said statutes to re-establish the Special Revenue Fund for Onset Parking Kiosk revenues. This will keep Kiosk revenue segregated from the General Fund and will still require Town Meeting approval for expenditure of the funds.**

**Kiosk revenues fund 80% - 100% of the revenue for the Community Events Committee, depending on revenues and fiscal calendar. The revenues also pay for the costs of the Kiosk and Onset Parking Program. They have been used for the Onset public realm, such as street sweeping, windows for the bathrooms on the bluffs, signage, solar trash compactors and other projects that would not otherwise be done or done in a timely manner due to lack of funding. Simply, these funds are used to continue and enhance public service in Onset, community events, the Parking Kiosks and Onset Parking Program.**

**The Board of Selectmen recommends approval of this article: 4-0-0**  
**The Finance Committee recommends approval of this article: 5-0-0**

**Finance Committee Recommendation:**

**The Finance Committee discussed this article with the Town Administrator.**

**Without this article the, Municipal Modernization Act would direct the Parking Kiosk funds to the General Fund. Article 9 will re-establish the Special Revenue Fund and bring it into compliance with State law. The Finance Committee believes that funds generated from parking in Onset should be reinvested in the area to keep it attractive to visitors and residents while mitigating anti-social behavior through beach clean-ups and paying for Big Belly Trash/Recycling. Over time, increases in meals tax and new property taxes generated by home and business owners, will generate tax revenue which will benefit the entire Town.**

**ARTICLE 10 - PEG ACCESS AND CABLE RELATED FUND**

To see if the town will accept General Laws Chapter 44, Section 53F<sup>3</sup>/<sub>4</sub>, which establishes a special revenue fund known as the PEG Access and Cable Related Fund, to reserve cable franchise fees and other cable-related revenues for appropriation to support PEG access services and oversight and renewal of the cable franchise agreement, the fund to begin operation for fiscal year 2018, which begins on July 1, 2017, or take any other action relative thereto.

Inserted by the Board of Selectmen at the request of the Town Administrator.

**Explanation:**

**Towns may reserve the franchise fees and other cable related revenues for appropriation to support public, educational, and governmental access channels (PEG) access services, monitor compliance with the franchise agreement or prepare for license renewal by accepting G.L. c. 44, § 53F<sup>3</sup>/<sub>4</sub> and establishing a PEG Access and Cable Related Fund. This article would set up a Special Revenue Fund from which the Town may transfer funds to PEG access services, oversight, and renewal of the cable franchise agreement. If this article is not accepted, the funds would be closed out to the General Fund.**

**The Board of Selectmen recommends approval of this article: 4-0-0**  
**The Finance Committee recommends approval of this article: 5-0-0**

**Finance Committee Recommendation:**

**The Finance Committee discussed this article with the Town Administrator.**

**Funds from cable franchise fees have been funding WCTV for many years to fulfill the requirement that the franchise fees are used for public education grants. This fund will bring the Town into compliance with State law. The change is form over function. We have levied fees on cable companies and used the cash to fund WCTV for many years.**

**ARTICLE 11 – TRANSFER FROM SPECIAL REVENUE FUND TO WCTV**

To see if the town will vote to transfer a sum of money to Wareham Community Television to support PEG access services, or take any other action relative thereto.

Inserted by the Board of Selectmen at the request of the Town Administrator.

**Explanation:**

**This is a transfer of funds to support public, educational and governmental access channels (PEG) access services performed by Wareham Community Television. The Receipts Reserved for Appropriation PEG Access and Cable Related Fund is credited with cable franchise fees and other cable-related revenues.**

**The Board of Selectmen recommends approval of this article: 4-0-0**

**The Finance Committee recommends approval of this article: 5-0-0**

**Finance Committee Recommendation:**

**The Finance Committee discussed this article with the Town Administrator.**

**Article 11 authorizes cash from cable franchise fees which are restricted for use as public education grants to the Special Revenue Fund authorized in Article 10.**

**ARTICLE 12 – ACCEPT THE PROVISIONS OF CHAPTER 43D EXPEDITED PERMITTING**

To see if the town will vote to accept the provisions of Chapter 43D Expedited Permitting, of the MA General Laws as amended pursuant to Section 11 of Chapter 205 of the Acts of 2006, and to approve the filing of an application with the Interagency Permitting Board for the designation of land at Patterson’s Brook Road (Map 89, Parcels 1005 and 1007), Rosebrook Way (Map 109, Parcel 2), and Elm Street (Map 132, Parcel A1) as Priority Development Sites, or take any other action relative thereto.

Inserted by the Board of Selectmen at the request of the Town Administrator.

**Explanation:**

**In 2006, the Massachusetts General Law Chapter 43D Expedited Permitting became law. Since that time, the program had been establishing an inventory of Priority Development Sites (PDS) on which municipalities offer a maximum of a 180-day local permitting process. This program also offers cities and towns a tool for targeted economic development by providing a transparent and efficient process for municipal permitting. The property owner’s voluntary participation also increases the visibility of the PDS through online marketing of the site and by promoting Wareham’s streamlined regulatory climate through improved municipal planning and permitting efficiencies.**

**The Board of Selectmen recommends approval of this article: 4-0-0**

**The Finance Committee recommends approval of this article: 6-0-1**

**Finance Committee Recommendation:**

**Article 12 will provide the Town with a process to push development deemed desirable to the Town into areas which have been designated for priority development. The Finance Committee spoke at length with the Director of Planning and Community Development. He believes the process needed for the three listed projects can be used as a model to apply**

to most future commercial and residential permitting. By defining and streamlining the permitting process, it will reduce the legal and consulting fees associated with new construction and hopefully, attract more desirable projects which will fit into the Town's smart growth strategy.

If approved, the three listed properties will enter the "Chapter 43D" plan which sets limits for permitting time and places the property into a State marketing program that will draw attention to the project. The Director of Planning hopes to make the Chapter 43D permitting process a standard for permitting in Wareham. Future projects will need Town Meeting approval only if they wish to officially enter the Chapter 43D program.

### **ARTICLE 13 – ADDITIONAL LIQUOR LICENSE**

To see if the Town will vote to petition the Legislature for special legislation for an additional year-round wines & malts license to be exercised only at 11 Kendrick Road, Wareham, MA (Map 108, Lot 1006J); such license will not count against the Town's liquor license quota, or to take any action relative thereto.

Inserted by the Board of Selectmen at the request of the Town Administrator

#### **Explanation:**

This article seeks to have an additional year-round wines and malts license for the Stone Path Malt LLC manufacturers located in the Industrial Park. They currently have a seasonal license and would like a year-round license.

Stone Path Malt LLC is a malt manufacturing company that does not brew beer, but supplies processed barley malt; a vital component to the brewing process.

As part of their business plan, Stone Path would like to have a "Tap Room" operating during the day where folks can sample beers that use their malt. They will also offer home brew kits. With over 500 metric tons going to craft brewers in the New England region, the Tap Room will serve as a year-round draw for many people who are interested in this booming industry.

The Board of Selectmen recommends approval of this article: 5-0-0

The Finance Committee recommends approval of this article: 5-0-0

#### **Finance Committee Recommendation:**

The Finance Committee discussed this article with the Town Administrator.

This article will support the creation of several manufacturing jobs in Wareham. This article has no cost to the Town, but should increase tax revenues through meals taxes and eventually an increase in property taxes.

### **ARTICLE 14 – AMEND TOWN OF WAREHAM ZONING BY-LAWS**

To see if the Town will vote to add **Solar Energy Generation Facility** regulations in the Town of Wareham Zoning By-laws by amending **Article 3 Section 320 and Section 340** to add new use categories, and, by amending **Article 5**, to add a **new Section 590** with solar energy

generation facility regulations, and, by amending **Article 16 Definitions** to add definitions for types of regulated solar energy generation facilities, “as on file in the office of the Town Clerk” or to take any other action relative thereto.

Inserted by the Board of Selectmen at the request of the Director of Planning and Community Development.

**Explanation:**

**Solar energy collection systems must be allowed according to State law, MGL 40A, Section 3. However, there are no local standards specifically for solar fields in the Town’s Zoning Bylaws. This proposed Zoning Bylaw adds specific thresholds and standards for design of solar fields. This Bylaw is based on Bylaws approved by the Attorney General.**

**The Board of Selectmen recommends approval of this article: 4-0-0**

**The Finance Committee recommends no action on this article: 7-0-0**

**Finance Committee Recommendation:**

**Article 14 will adopt a Bylaw that will clearly define the acceptable areas in Wareham for commercial solar plant development. Further, the By-Law will define the setbacks and other standards for these sites limiting impacts on neighboring properties. The Finance Committee does not believe that this By-Law will significantly impede solar construction or permitting time.**

**SEE APPENDIX 1**

**ARTICLE 15 – AMEND TOWN OF WAREHAM ZONING BY-LAWS**

To see if the Town will vote to amend the Town of Wareham Zoning By-laws to **recodify (re-format) the By-Laws** and to **make technical amendments** as follows;

The pagination of the entire document has been changed and the Table of Contents has been updated to reflect those changes.

The Index is updated to reflect Article and Section changes.

Each Section and subsection has been re-numbered to reflect the numeric Section changes made and noted in the Index.

Throughout document, spelling of “principle” is changed to “principal” when referring to a use Article 2 Section 211 subsection 211.5 “(CNF)” and “CNF” have been changed to “(CR)” and “CR”.

Article 3 Use Table “CNF” is changed to “CR”.

Article 3 Use Table in Section 320 is changed to add “N” to all blank cells in the Table.

Article 3 Use Table in Section 320 is changed to add “/drive through” to “drive-in”.

Section 340 is re-numbered to Section 330; Section 350 is re-numbered to Section 340. Section 360 is re-numbered to Section 350; Section 370 is re-numbered to Section 360. Section 380 is re-numbered to Section 370; Section 390 is re-numbered to Section 380. a new Section 390 “Marijuana Facilities” is added, and Section 396 Medical Marijuana Treatment Centers is re-numbered to 391 and Section 397 Marijuana Moratorium is re-numbered to 392.

Article 3 Section 352 Animal Related Uses “per year” is added.

Article 3 Section 372 Animal Kennels “Zoning Board of Appeals” is added.

Article 3 Section 391 “Motor Vehicle Service” and definition is removed.

Article 3 Section 393 subsection 393.1 “Two or More Unit Family Dwellings” replaces “2+ Family Dwellings”.

Article 4 Section 450 item 12 – Accepted Overlays and Metes and Bounds Description is moved to Appendix 1: Boundaries of Districts.

Article 5 Section 530 “camper or trailer” is added.

Article 5 Section 570 Transfer Development Rights (TDR) “Section 570.7” is changed to “Section 570.4”.

Article 5 Section 590 “for large tracts” is removed from section title.

Section 590 is re-numbered to Section 580.

Article 5 Section 590 subsection 590.6 A “subparagraph 590.4 a.iii of” is removed.

Article 6 Section 621 Residential Districts – Minimum Lot Area – Other Residential Use in MR-30 district “b” is added after 30,000.

Article 6 Section 621 note “R-30 District” beneath the table is alphanumeric as “a”.

Alphanumeric note “b. For each additional unit” is added.

Article 6 Section 626 and Section 627 “Single Family”, “Duplex”, and “Multifamily (3+ units)” are removed from the tables as they are not allowed uses in these districts.

Article 6 Section 622 and Section 623 alphanumeric notes under the table are made lower-case.

Article 7 Section 700 is re-numbered to section 710; Section 710 is re-numbered to Section 720; Section 720 is re-numbered to Section 730; Section 730 is re-numbered to Section 740; Section 740 is re-numbered to Section 750.

Article 7 Section 712 title is changed to “Design Standards”.

Article 3 Section 311 “an” was added in the Permitted Uses.

Article 3 Use Table “Manufactured Home” is removed from the Use Table.

Article 3 Use Table “Hospital, hospital connected facility” is changed to “Hospital, medical related facility”.

Article 3 Section 330 Table of Accessory Use Regulations, Home Occupation “Y” under R60 has an asterisk added next to it.

Article 3 Section 342 revises the description of Animal Kennels to read “Harboring and/or care of more than three dogs for three or more months per year.”

Article 3 Section 344 through Section 350 capitalizes the first letter of each word in the definition headings.

Article 4 Section 423 subsection 423.3 “In” is removed from the beginning of the sentence.

Article 4 Section 425 is changed from “Lationship” to “Relationship”

Both “Variance” and Special Permit” are capitalized throughout the entire document.

Article 4 Section 443 subsection 443.2 “violatization” is changed to “volatilization”.

Article 4 Section 444 subsection 444.9 “process” is changed to “processed”.

Article 4 Section 444 subsection 444.11 “Laundromat” is changed to lower case.

Article 4 Section 444 subsection 444.12 “ewer” is changed to “sewer”.

Article 4 Section 450 is revised to “Business Development Overlay District”.

Article 4 Section 450 A is revised to read “R & D use opportunities”.

Article 5 Section 551 “constitution” is capitalized.

Article 5 Section 551 A “defined hearing” was changed to “defined herein”.

Article 5 Section 570 under definition of Transfer Development Rights (TDR) “conservation restriction” is capitalized.

Article 5 Section 590 subsection 590.5 A 4 capitalization is corrected.

Article 5 Section 590 subsection 590.7 B spelling is changed.

Article 6 Section 623 Minimum Lot Area (square feet) “7-family dwelling” is changed to “2-family dwelling”

Article 6 Section 624 Minimum Lot Area (square feet) “7-family dwelling” is changed to “2-family dwelling”

Article 6 Section 624 Distance from any structure in a residential district (feet) (ft.) “feet” is removed.

Article 6 Section 626 Maximum % of Impervious Lot Coverage under Other “sf.” is changed to “sq. ft.”

Article 7 Section 732 subsection 731.1 “This following” is changed to “The following”

Article 7 Section 742 “insure” is changed to “ensure” and “approximately” is changed to “appropriately”

Article 7 Section 764 subsection 764.1 C “foliate” is changed to “foliage”.

Article 7 Section 764 subsection 764.1 C 3 “Here railings...” is changed to “Where railings...”

Article 7 Section 764 subsection 764.2 “dart” is changed “dark”.

Article 7 Section 765 subsection 765.5 capitalization is changed.

Article 9 Section 921 Manufacturing uses and Industrial non-manufacturing – Number of Parking Spaces Required is revised to read “1 per 1.5 employees”.

Article 9 Section 933 subsection 933.3 “sin” is changed to “sign”.

Article 10 Section 1010 “fighting” is changed to “lighting”.

Article 10 Section 1032 the first sentence is numbered as subsection 1032.1

Article 10 Section 1042 “Proposed Use” is removed from the Minimum Landscape Buffer chart.

Article 10 Section 1051 subsection 1051.5 a after “well compacted back-fill” a period is added and “On” is capitalized.

Article 10 Section 1061 subsection 1061.1 “exists” is changed to “exist”.

Article 10 Section 1061 subsection 1061.3 “ort” is changed to “or”.

Article 10 Section 1071 title is changed to “Maintenance of Landscaping Plantings”.

Article 10 Section 1071 “plans” is changed to “plantings”.

Article 11 Section 1116 “illumination” is changed to all upper-case letters.

Article 11 Section 1118 B “an” is changed to “in”.

Article 11 Section 1119 D 3 “or” is changed to “of”.

Article 11 Section 1120 “Fees” is added.

Article 11 Section 1121 B “numbers” is removed as it is noted twice.

Article 12 Section 1200 is re-numbered to Section 1210.

Article 12 Section 1217 F “(BMP’s)” is added.

Article 12 Section 1218 J “stormwater” is added.

Article 12 Section 1218 subsection 1218.10 “3:1” is added as the ratio.

Article 12 Section 1253 “event” is added.

Article 13 Section 1333 “If the structure of use exceeds current parking or” is changed to “If the structure or use exceeds current parking or”.

Section 1420 is changed to Board of Appeals; Section 1430 is changed to Enforcement; Section 1440 is changed to Violations and Prosecution of Violations; Section 1450 is changed to Application and Validity; Section 1460 is changed to Special Permits; Section 1470 is changed to Use Variances; Section 1480 is changed to Project Review Fees. Section 1490 is added as Site Preparation Work.

Article 15 Section 1542 “insure” is changed to “ensure”.

Article 15 Section 1566 subsection 1566.1 B 2 “from” is removed.

Article 15 Section 1570 is changed to subsection 1566.5.

Article 15 Section 1575 is re-numbered to Section 1570.

Article 15 Section 1580 is re-numbered to Section 1571.

Article 15 Section 1585 is re-numbered to Section 1580.

Article 16 in the definition of Abandonment “or premises” is removed and replaced by “use or structure” and “for a period of two years or more” is added at the end of the definition.

Article 16 in the definition of Building, Attached, the word “an” is added.

Article 16 in the definition of Lot Coverage “surface” is changed to “surfaces”.

Article 16 in the definition of Owner “sue” is changed to “site”.  
Article 16 in the definition of Use, Accessory “sue” is changed to “site”.  
Appendix 1 MR-30 District B “Wareham As Assessors” is changed to “Wareham Assessors”.  
Appendix 1 Wareham Village 1 District B “Lot 1000B” is changed to “Lot “1000B”  
Appendix 2: Zoning By-Law History 31-104 are added and subsequent items are re-numbered, or to take any other action relative thereto.  
Inserted by the Board of Selectmen at the request of the Director of Planning and Community Development.

**Explanation:**

**The Zoning Bylaws have accumulated errors and inconsistencies over the years. These amendments are proposed as renumbering and technical changes, including the following:**

- 1. A consistent numbering system throughout the Bylaw (recodification).**
- 2. Corrections of spelling errors and word omissions.**
- 3. Filling in the blank spots in the Use Table.**
- 4. Adding content that was previously approved, but not included in the official Zoning Bylaw.**

**These changes were reviewed and approved by the Zoning Study Committee.**

**The Board of Selectmen recommends approval of this article: 5-0-0**

**The Finance Committee recommends approval of this article: 5-0-0**

**Finance Committee Recommendation:**

**The Finance Committee discussed this article with the Town Planner.**

**The Finance Committee believes these are administrative changes that will add clarity to our Zoning Bylaws, but will not substantially change the original intent of the Bylaws. There does not appear to be a financial cost to the Town for Article 15. The Finance Committee recommends approval of Article 15.**

**ARTICLE 16 - TO AUTHORIZE THE TOWN TO BORROW \$200,000 FROM THE MWPAT FOR SEPTIC LOAN PROGRAM**

To see if the Town will vote to appropriate \$200,000.00 for the purpose of financing the repair, replacement and/or upgrade of septic systems, pursuant to agreements with the Board of Health and residential property owners, including without limitation all costs thereof as defined in Chapter 29C, Section 1 of the General Laws; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$200,000.00 and issue bonds or notes therefore under Chapter 111, Section 127B1/2 and/or Chapter 29C of the General Laws; that project and financing costs shall be repaid by the property owners, in accordance with those agreements, but such bonds or notes shall be general obligations of the Town, that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for

the projects or for the financing thereof, and that the Board of Selectmen or Board of Health is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the projects and to take any other action necessary to carry out the projects, or to do or act in any manner relative thereto.

Inserted by the Board of Selectmen at the request of Community & Economic Development Authority.

**Explanation:**

**This article authorizes the Town to apply for \$200,000.00 in “Round 9” funding assistance from the Massachusetts Department of Environmental Protection (DEP) through the Massachusetts Water Pollution Abatement Trust (MWAT) program, also known as the Title V Septic Loan Program. These funds are used to provide low interest loans to qualifying homeowners to finance the repair of failed septic systems or to tie into the municipal sewer system, and for administration of the program. Prior Town Meeting votes have authorized participation in this program through eight (8) previous funding rounds of \$200,000 each. Loan repayments from homeowners are used to retire the debt from the Town’s borrowing from the Massachusetts Department of Environmental Protection (DEP).**

**The Board of Selectmen recommends approval of this article: 4-0-0**

**The Finance Committee recommends approval of this article: 5-0-0**

**Finance Committee Recommendation:**

**Article 16 is a recurring article. This loan program will decrease pollution for a negligible cost to the Town. The Finance Committee recommends approval of this article.**

**ARTICLE 17 STONE PATH MALT, LLC TAX INCREMENT FINANCING AGREEMENTS**

To see if the Town will vote to:

- A. approve the form of a Tax Increment Financing (TIF) Agreement by and between the Town of Wareham (“Wareham” or “the Town”), and Stone Path Malt, LLC, the owners of land and buildings located at 11 Kendrick Road currently on file with the Board of Selectmen;
- B. designate as an Economic Opportunity Area both the land and buildings on the tax parcel containing 3.00 acres located at 11 Kendrick Road, as further depicted on the Wareham Town Assessor’s Map 108 Block 1006, Lot J and pursuant to Massachusetts General Laws Chapter 23A, § E; and
- C. authorize the Board of Selectmen to execute the TIF Agreement and to take such other actions as are necessary or appropriate to implement the TIF Agreement or to do or act in any manner relative thereto.

Inserted by the Board of Selectmen at the request of the Director of Planning and Community Development.

**Explanation:**

Stone Path Malt LLC is considering establishing its operations in Wareham at 11 Kendrick Road in the Industrial Park and is requesting assistance from the Town in the form of a Tax Increment Financing Agreement (TIF). The company plans to invest approximately \$2.1 million in equipment and building improvements at the existing facility. Stone Path Malt will invest approximately \$1.8 million in equipment at the property and add 12 new jobs.

Stone Path Malt is requesting a five year tax abatement starting the first year at 100% on the assessed real estate value and then decreasing the percentage abated down each year to 80%, 70%, 60%, and down to 50% on the fifth and final year of the agreement. The property is currently assessed at \$1,603,100. This will allow the company to establish itself within a reasonable timeframe while providing long-term value in terms of jobs and economic impact.

The Board of Selectmen recommends approval of this article: 4-0-0  
The Finance Committee recommends approval of this article: 6-0-0

**Finance Committee Recommendation:**

The Finance Committee discussed this issue with the Town Administrator and looked at samples of Stone Path Malt, LLC's products. The Finance Committee also reviewed a proforma of the TIF and concluded that reducing the real estate taxes for a short period was a reasonable investment by the Town to encourage a new business to invest in Wareham. The Finance Committee recommends approval of this article.

SEE APPENDIX 2

**ARTICLE 18- HARBOR SERVICES PERMIT RECEIPTS RESERVED FOR APPROPRIATIONS ACCOUNT**

To see if the Town will vote to transfer the sum of \$68,870.00 from the Harbor Services Permits Receipts Reserved for Appropriations Account, to be transferred to the Harbormaster's Maintenance and Improvements account or take any other action relative thereto. Inserted by the Board of Selectmen at the request of the Harbormaster.

**Explanation:**

This request will allow the department to fund the following projects and needs. They are as follows:

1. **Repair and maintenance to markers, moorings, docks, pier and public access areas:**  
This covers costs of general upkeep and maintenance to 125 navigational aids, Town-owned moorings, docks and piers, as well as the replacement of two (2) Federal navigational aids that will be removed for the 2017 boating season. Two (2) large Town maintained markers will be put in place of the removed Federal markers. \$4,000.00.
2. **Department equipment maintenance and repairs, safety equipment:**  
For the upkeep and maintenance to Harbormaster equipment, patrol boats, vehicles and update of safety equipment. \$5,000.00.

3. **Pump-out Boat Replacement – 25% required match for CVA Grant and outfit of equipment:**  
The department has been awarded \$56,250.00 from the Clean Vessel Act to replace the current 1994 pump-out boat. The Town is required to cover the additional costs above the awarded amount. The intention is to use navigational equipment currently installed on the older vessel and the trailer that is currently in use for additional cost savings. \$17,500.00.
4. **Vehicle Purchase Lease Payment:**  
First year lease/purchase payment of two (2) equipped 4x4 vehicles. Vehicles will replace a 1998 ½ ton 4x4 pick-up truck and a 2002 ½ ton 4x4 pick-up truck. Both vehicles have high mileage exceeding 180,000 miles, significant safety and mechanical issues, as well as deteriorated metals. \$22,140.00.
5. **Vehicle Lease Payment:**  
This is the third lease payment of a one ton 4x4 vehicle. This funding is being requested early to allow timely payment of this vehicle. The lease payment was originally requested at Spring Town Meeting and did not allow for adequate time to process the payment. The Town of Wareham did not incur any additional costs or penalties. \$11,730.00.
6. **Mooring Management Software:**  
Payment for the yearly contract that maintains the web-based mooring and Harbormaster reports management system. \$5,000.00
7. **Printing, mailing and supplies:**  
Expenses of printing and mailing Harbor Service Permits, stationary and office supplies for processing permits. \$3,500.00.

The Board of Selectmen recommends approval of this article: 4-0-0

The Finance Committee recommends approval of this article: 5-0-0

**Finance Committee Recommendation:**

The Finance Committee spoke with a representative from the Wareham Department of Natural Resources to help us understand their needs. The Finance Committee believes the requested expenses are reasonable and prudent. The requested pump-out boat and truck replacement vehicles which are no longer reasonably serviceable, are becoming unsafe for Town employees to operate. Funds for these expenditures come from revenue raised by the Harbor Services Permits Receipts Reserved for Appropriations Account and not from tax collections. The Finance Committee recommends approval of this article.

SEE APPENDIX 3

**ARTICLE 19 - AUTHORIZE THE SALE OF 505 MAIN STREET**

To see if the Town will vote to dispose of the property located at 505 Main Street, with the funds from said disposal to be deposited in the Sale of Real Estate Fund; or take any other action relative thereto.

Inserted by the Board of Selectmen at the request of the Town Administrator.

**Explanation:**

This article seeks authorization to sell 505 Main Street (Old Town Hall) through the legal procurement process. The building is in the Historic District and protected under those covenants.

The Board of Selectmen recommends approval of this article: 4-0-0

The Finance Committee recommends approval of this article: 7-0-0

**Finance Committee Recommendation:**

Article 19 will authorize the sale of 505 Main Street which is a historical building that has been customized for WCTV. The process is open for any interested party to purchase the building. As the building has been fit out for a specific use and there are significant restrictions on the use of the building, it is believed that interest will be limited. Should WCTV purchase the building, their plan is to expand the building within the restrictions of the Historic District. To expand, they must own the building.

Article 19 will add funds to the Real Estate Fund which is restricted to the acquisition or renovation of real property. 505 Main Street is not currently on the property tax rolls. It will remain off the property tax rolls if purchased by a not for profit.

The Finance Committee believes that this transaction is reasonable and recommends approval of this article.

**ARTICLE 20 – TOWN CLERK**

To see if the Town will vote to make the position of the Town Clerk an appointed position rather an elected position, or take any other action relative thereto.

Inserted by the Board of Selectmen

**Explanation:**

General Laws, Chapter 41, section 1B allows towns to change the position of Town Clerk from an elected post to an appointed one. The first step is approval by Town Meeting. The second step is approval by the voters on a ballot question. The Town Clerk would have tenure through the remainder of her elected term.

The Board of Selectmen recommends approval of this article: 4-0-0

The Finance Committee recommends approval of this article: 5-0-0

**Finance Committee Recommendation:**

The Town Clerk is the keeper of vital statistics, custodian of the Town seal and all records of the Town. The Town Clerk also administers the oath of office to all Town officers, elected or appointed, issues licenses and permits as required by law to be issued by Town Clerks, supervises and manages the conduct of elections, is the Clerk of Town Meeting and keeps the records and, in the absence of the Town Moderator, serves as temporary presiding officer.<sup>1</sup> This position is largely administrative, requiring significant knowledge of various laws and

record keeping procedures. The cost of an appointed Clerk is roughly in line with the cost of an elected Clerk.

The Finance Committee believes this function is best served by a professional with the proper training, education, and State mandated certifications. Further, the Finance Committee believes the next Town Clerk should be properly vetted and supervised by the Town Administrator.

Note 1-Town website

**ARTICLE 21- HOME RULE LEGISLATION REQUEST: MOBILE HOMES AS AFFORDABLE HOUSING**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to enact legislation in substantially the following form, provided that the General Court may reasonably vary the form and substance of the requested legislation within the scope of the general public objectives of this petition, or to take any other action relative thereto.

AN ACT AUTHORIZING THE BOARD OF APPEALS OF THE TOWN OF WAREHAM TO INCLUDE CERTAIN MANUFACTURED HOUSING UNITS IN THE DETERMINATION OF THE PERCENTAGE OF LOW OR MODERATE INCOME HOUSING UNITS IN THE TOWN OF WAREHAM

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

*Notwithstanding any general or special law to the contrary the Board of Appeals of the Town of Wareham, in the determination whether low or moderate income housing exists in the Town of Wareham in excess of ten percent of the housing units reported in the most recent federal decennial census so that requirements or regulations imposed by said board of appeals in a permit after comprehensive hearing shall be deemed consistent with local needs, shall count as low or moderate income housing units manufactured housing units in manufactured housing communities provided:*

- (1) That each qualifying manufactured housing unit has a fair cash value of no more than \$100,000 and is subject to no outstanding Board of Health citations.
- (2) That the total of (1) the average annual rent for a housing site in which a manufactured housing unit is located (2) an annual financing cost for a new manufactured housing unit costing \$100,000 at a then current interest rate charged by an area lender to a credit-worthy borrower and (3) the annual costs of utilities, not included in rent, for a manufactured housing unit in the northeast region, estimated by a manufacturer, trade association or other reliable source, is affordable to a one person household at no more than 80% of area median income, as determined by the federal Department of Housing and Urban Development, paying no more than 30% of income for these expenses.
- (3) That the median income for a household in the census tract in which the manufactured housing community is located, as computed in the most recent federal decennial census, is less than 80% of area median income, as computed by the federal Department of Housing and Urban Development.

Submitted by the Board of Selectmen.

**Explanation:**

**At present, the State does not allow Wareham to count manufactured homes as part of its 10% quota for 40B housing. This article seeks Special Legislation that would authorize Wareham to count these properties as part of the 10% quota.**

**The Board of Selectmen recommends approval of this article: 4-0-0**

**The Finance Committee recommends approval of this article: 5-0-0**

**Finance Committee Recommendation:**

**The Finance Committee endorses this article. Once again, our Town Administration is attempting to level the playing field and include appropriate manufactured housing units in the determination of the percent of low-income housing units in the Town of Wareham. Wareham has more manufactured homes than any other community in the Commonwealth, and by all rights, this affordable housing should be counted as low-income housing. Were the 1,100 (+/-) manufactured homes counted in Wareham's affordable inventory, the Town would not be subject to the 40B guideline and could better control its own housing destiny.**

**ARTICLE 22- RETURN UNUSED FUNDS FROM A COMPLETED PROJECT**

To see if the Town will vote to transfer \$62,314.83 to the Community Preservation Undesignated Fund account from the Town Hall Exterior Fall 2011 town meeting article #15, or to do or act in any manner relative thereto.

Inserted by the Board of Selectmen at the request of the Community Preservation Committee.

**Explanation:**

**This project has been completed and closed. Unexpended funds need to be returned to the Community Preservation Undesignated Fund account.**

**The Board of Selectmen recommends approval of this article: 4-0-0**

**The Finance Committee recommends approval of this article: 5-0-0**

**Finance Committee Recommendation:**

**Article 22 is a housekeeping article written to return unexpended funds from Community Preservation projects to the Community Preservation Fund to support future projects. The Finance Committee discussed this article with the Chairperson of the Community Preservation Committee. The Finance Committee recommends approval of this article.**

**ARTICLE 23 - RETURN UNUSED FUNDS FROM A PROJECT NEVER IMPLEMENTED**

To see if the Town will vote to transfer \$20,000 to the Community Preservation Undesignated Fund account from the Historic District Expansion Fall 2009 town meeting article #12, or to do or act in any manner relative thereto.

Inserted by the Board of Selectmen at the request of the Community Preservation Committee.

**Explanation:**

**This project has never been started in ten years. The 2011 Community Preservation article to survey the existing three historic districts has not been started. The Historic District Commission can re-apply for the expansion grant once the survey has been completed. Unexpended funds need to be returned to the Community Preservation Undesignated Fund account.**

**The Board of Selectmen recommends approval of this article: 4-0-0**

**The Finance Committee recommends approval of this article: 5-0-0**

**Finance Committee Recommendation:**

**Article 23 is a housekeeping article written to return unexpended funds from Community Preservation projects to the Community Preservation Fund to support future projects. The Finance Committee discussed this article with the Chairperson of the Community Preservation Committee. The Finance Committee recommends approval of this article.**

**ARTICLE 24 -COMMUNITY PRESERVATION COMMITTEE BY-LAW  
CLARIFICATION**

To see if the Town will vote to amend Wareham By-Law Division VII Article II Community Preservation Committee, Chapter -1 Establishment by deleting, “nine (9)” and replacing it with “seven (7)” in the first sentence so that it now reads, “There is hereby established a Community Preservation Committee, consisting of seven (7) voting members pursuant to MGL Chapter 44B, or to take any other relative thereto.

Inserted by the Board of Selectmen at the request of the Community Preservation Committee.

**Explanation:**

**This article will amend the Wareham Bylaw Division VII Article II Community Preservation Committee, Chapter – 1 Establishment by deleting “nine (9)” and replacing it with “seven (7) in the first sentence which pertains to the number of Community Preservation members.**

**The Board of Selectmen recommends approval of this article: 4-0-0**

**The Finance Committee recommends approval of this article: 5-0-0**

**Finance Committee Recommendation:**

**Article 24 is a request from Community Preservation Committee to reduce their membership from nine to seven members. The Finance Committee sees no financial impact from this change. Massachusetts law requires five to nine members [General Law 44B § 5(a)]. The Finance Committee recommends approval of this article.**

## **ARTICLE 25- TOWN HALL AUDITORIUM RUBBER ROOF**

To see if the Town will vote to appropriate from the Community Preservation Historical Preservation Reserves or any other monies available in the Community Preservation Fund under the category of Historical Preservation, a grant to the Wareham Municipal Maintenance Department, up to the sum of \$120,000, for the restoration of the rubber roof over the Auditorium at the Wareham Town Hall, or to take any other action relative thereto. Inserted by the Board of Selectmen at the request of the Community Preservation Committee.

### **Explanation:**

**This project will fund the restoration of the existing rubber roof over the auditorium and make the building water tight. Until the water leaks are stopped, the restoration of the interior of the auditorium cannot proceed. It is a great space that should be used.**

**The Board of Selectmen recommends approval of this article: 4-0-0  
The Finance Committee recommends approval of this article: 5-0-0**

### **Finance Committee Recommendation:**

**The Finance Committee discussed this article with the Chairperson of the Community Preservation Committee. Community Preservation funds are raised through a surtax on property tax with matching funds from the State. Community Preservation funds are restricted to creating open space, historic preservation, outdoor recreation, and low-income housing. Community Preservation money cannot be used to fund other Town expenses.**

**The Finance Committee believes this is an appropriate use of Community Preservation funds as a historic preservation project. The Finance Committee recommends approval of this article.**

## **ARTICLE 26- HEADWATERS REPLACEMENT HOUSING**

To see if the Town will vote to appropriate from the Community Preservation Affordable Housing Reserve Fund or any other available monies in the Community Preservation Fund, under the category of Affordable Housing, to grant the Residential Rehabilitation Housing Inc., up to the sum of \$100,000 , to construct an affordable four bedroom home , and further to authorize the Board of Selectman to acquire on behalf of the Town of Wareham a 40 year affordable deed restriction on the land and structure at 165 Great Neck Road, or to do or act in any other action relative thereto. Inserted by the Board of Selectmen at the request of the Community Preservation Committee.

### **Explanation:**

**Latham Centers, the sponsor of this Community Preservation grant request, will provide services and housing to low-income disabled persons with Prader-Willy Syndrome at 165 Great Neck Road. The new structure will provide complete handicapped accessibility and allow residents to age in place. Both the Board of Selectmen and Affordable Housing Trust have voted unanimously to support this project.**

The Board of Selectmen recommends approval of this article: 3-1-0  
The Finance Committee recommends approval of this article: 7-0-0

**Finance Committee Recommendation:**

The Finance Committee discussed this issue with the Chairperson of the Community Preservation Committee. Community Preservation funds are raised through a surtax on property tax with matching funds from the State. Community Preservation funds are restricted to creating open space, historic preservation, outdoor recreation, and low-income housing. Community Preservation money cannot be used to fund other Town expenses.

Article 25 requests \$100,000 to help construct a home for adults with Prader-Willi syndrome, a genetic eating disorder with other health issues. Units will count as affordable (40(b)) housing. Latham Centers, Inc. is registered as a public charity with the Internal Revenue Service and the Massachusetts Attorney General.

The Finance Committee reviewed documentation, researched Latham Centers, Inc., and questioned the Chairperson of the Community Preservation Committee to understand Article 26. The Finance Committee believes this is an appropriate use of Community Preservation funds as a low-income housing project. This project will create temporary local jobs during construction and permanent local jobs when the residents arrive. The Finance Committee recommends approval of this article.

**ARTICLE 27- WAREHAM DOG PARK**

To see if the Town will vote to appropriate from the Community Preservation Open Space Reserves or any other monies available in the Community Preservation Fund under the category of Open Space/Recreation, a grant to Department of Natural Resources, up to the sum of \$20,000, for the creation of a Dog Park on town owned property, or to do or act in any other action relative thereto.

Inserted by the Board of Selectmen at the request of the Community Preservation Committee.

**Explanation:**

At the 2016 Spring Town Meeting, the Dog Park Committee was created to further study the creation of a dog park. They, working with the Department of Natural Resources, have located a parcel of Town owned property off Maple Spring Road that will be suited for a one acre dog park with parking. The estimated cost is \$200,000. A Stanton Foundation grant requires a 10% commitment by the Town. Approval of this article is needed to submit the grant for consideration. All ongoing maintenance will be done by the non-profit Dog Park Affiliates of Wareham (DPAW). A dog park will provide a safe controlled space for dogs to run that is not a beach, playground or cemetery.

The Board of Selectmen recommends approval of this article: 4-0-0  
The Finance Committee recommends approval of this article: 4-1-0

**Finance Committee Recommendation:**

The Finance Committee discussed this article with the Chairperson of the Community Preservation Committee and the Town Administrator. Community Preservation funds are

raised through a surtax on property tax with matching funds from the State. Community Preservation funds are restricted to creating open space, historic preservation, outdoor recreation, and low-income housing. Community Preservation money cannot be used to fund other Town expenses.

This project will provide dog owners with a safe outdoor recreation space to spend time with their pets and socialize with other canine owners. The Finance Committee believes that issues surrounding insurance, liability, and cleanup were acceptably resolved. This project is an acceptable use of Community Preservation funds by creating outdoor recreation space. The Finance Committee recommends approval of this article.

SEE APPENDIX 4

#### **ARTICLE 28- REVOCATION AND ADOPTION OF WAREHAM CEMETERY RULES AND REGULATIONS**

To see if the Town will revoke cemetery regulations previously approved as Article 11, Special Town Meeting September 11, 1974; Article 12, Special Town Meeting January 16, 1975; Article 13 Fall Town Meeting October 15, 1979; and Article 14 Fall Town Meeting October 12, 1982, and any other regulations adopted or approved, and further to see if the Town will vote pursuant to MGL c. 114, s. 23 or other applicable law to approve the Cemetery Rules & Regulations (2017 Draft) on file in the office of the Town Clerk, or to take any other action relative thereto.

Inserted by the Board of Selectmen at the request of the Cemetery Commissioners.

#### **Explanation:**

The Town recently engaged a consultant to review and make recommendations concerning all aspects of the business of the operation of the three Town-owned cemeteries: Long Neck, Agawam and Centre. This consultant, Tom Daly, has 40 years of experience and has acted as a consultant to many towns and cities in Massachusetts to enable them to pass updated rules and regulations. Some of these towns include; Plymouth, Dennis, Harwich, Westwood, Milton and Cambridge. The Town of Wareham has approved many rules and regulations over several decades. Passage of this article will codify, update and clarify the rules and regulations for use of the cemeteries. This article has the support of the Director of Municipal Maintenance.

The Board of Selectmen recommends approval of this article: 4-0-0

The Finance Committee recommends approval of this article: 5-1-0

#### **Finance Committee Recommendation:**

Article 28 does not appear to have a financial impact on Town finances. Adoption of this article will clarify confusing language and contradictory regulations. The Finance Committee recommends approval of this article.

SEE APPENDIX 5

## **ARTICLE 29- TRANSFER OF CEMETERY FUNDS**

To see if the Town will authorize to transfer the balance of funds from Article 14, voted at Annual Town Meeting of 2014, (Maintenance and Improvement) as well as Article 18, voted at Annual Town Meeting of 2014, (Temporary Labor) to a new account called Engineering/Expansion under the control of the Cemetery Commissioners, to be used by the Municipal Maintenance Department, or to take any other action relative thereto.

Inserted by the Board of Selectmen at the request of the Cemetery Commissioners.

### **Explanation:**

**Transfer of the balances of the two accounts to a new account will enable the Cemetery Commissioners, in conjunction with the Director of Municipal Maintenance and the Town Administrator, or their designees, to create a long range funded plan for care and maintenance of the Town's three cemeteries.**

**The Board of Selectmen recommends approval of this article: 4-0-0**

**The Finance Committee recommends approval of this article: 5-0-0**

### **Finance Committee Recommendation:**

**Article 29 is a transfer between accounts within the Cemetery Commission accounts which were raised as part of the cemetery operations. This transfer does not impact Town finances as funds do not come from tax collections. The Finance Committee recommends approval of this article.**

## **ARTICLE 30- SOLAR PILOTS**

To see if the Town will vote to approve a Payment in Lieu of Tax ("PILOT") Agreement between the Town of Wareham and various properties in Wareham which have been newly developed with commercial solar arrays. (Proposed PILOT agreements will be placed on file in the Office of the Town Clerk as they are approved by the Board of Selectmen), or take any other action relative thereto.

Inserted by the Board of Selectmen at the request of the Director of Assessment.

### **Explanation:**

**The Board of Selectmen recommends approval of this article: 4-0-0**

**The Finance Committee recommends no action on this article: 7-0-0**

### **Finance Committee Recommendation:**

**Article 30 will be removed from consideration at Town Meeting.**

## **ARTICLE 31- ESTABLISHMENT OF A SPECIAL EDUCATION FUND UNDER SECTION 24 OF CHAPTER 218 OF THE ACTS OF 2016.**

To see if the Town will vote to approve establishment of a Special Education Stabilization Fund under Section 24 of Chapter 218 of the Acts of 2016.

Inserted by the Board of Selectmen at the request of the School Department.

**Explanation:**

**Section 24 of Chapter 218 of the Acts of 2016 provides for the establishment of a Special Education Stabilization Fund. The law enables municipal districts to establish a reserve fund that can be used for unanticipated or unbudgeted costs of special education, out-of-district tuition or transportation. In order to establish the fund, the law requires a majority vote by both the School Committee and the local legislative body. A vote of the Wareham Public School Committee took place on September 6, 2017.**

**Funds in the reserve fund can only be expended or transferred out after a majority vote of both the School Committee and the Board of Selectmen.**

**The Board of Selectmen recommends approval of this article: 4-0-0**

**The Finance Committee recommends no action on this article: 7-0-0**

**Finance Committee Recommendation:**

**The Finance Committee discussed this article with the School Business Manager and the Town Administrator. This fund will help the school pay for unforeseen expenses caused by a severely disabled student becoming eligible for expensive out of district services in the middle of a fiscal year. Funds will need the approval of the School Committee and the Board of Selectmen prior to disbursement.**

**The Finance Committee discussed this article. It is an increase to the school system budget as funds set aside for this contingency can now fund other priorities; however, the Finance Committee generally believes the school system should be funded at a higher level. The Finance Committee believes creating a fund that rolls from one year to the next will allow for better cash management and budgeting by the School Department.**

**The School Department does receive reimbursement for these expenditures and we feel there should be some vehicle to allow those monies to be deposited into the fund to at least partially replace what was withdrawn.**

**SEE APPENDIX 6**

**ARTICLE 32-- TRANSFER OF MCKINNEY-VENTO FUNDS TO TRANSPORTATION REVOLVING ACCOUNT.**

To see if the Town will vote to approve the transfer of McKinney Vento revenue received in FY2018 into the School Transportation Revolving Account.

Inserted by the Board of Selectmen at the request of the School Department.

**Explanation:**

**The Town receives reimbursement for the transportation of homeless students to and from school where their temporary housing is outside of the district. This is part of the McKinney-Vento Homeless Education Assistance Act. As this funding is a direct**

reimbursement of transportation costs, the request is that it be made available for expenditure on school transportation costs; particularly the purchase of buses when needed and the maintenance of the existing fleet.

The Board of Selectmen recommends approval of this article: 4-0-0

The Finance Committee recommends approval of this article: 5-0-0

**Finance Committee Recommendations:**

Article 32 is a recurring article. The Finance Committee believes funds received for transporting homeless students should be spent to defray the cost of transportation. This is an appropriate use of these funds. The Finance Committee recommends approval of this article.

**ARTICLE 33 – HEAR REPORTS**

To see if the Town Meeting will vote to hear reports, or take any other action relative thereto. Submitted by the Board of Selectmen.

**Explanation:**

If passed, this article would authorize Town Meeting to hear any reports from Town boards, committees and/or commissions.

The Board of Selectmen recommends approval of this article: 4-0-0

The Finance Committee recommends no action on this article: 5-0-0

**Finance Committee Recommendation:**

At an “Annual Town Meeting”, boards and committees are required to be prepared to give reports on their actions and future actions. The Finance Committee doesn’t feel it is necessary at this particular Annual Town Meeting.

**PETITIONED ARTICLES**

*Note:* These articles are reproduced exactly as presented, in accordance with the law.

**ARTICLE 34- FUND DIRECTOR OF COUNCIL ON AGING**

To see if the Town will vote to raise and appropriate the sum of \$66,000 to fund the position of the Director of Council on Aging, or at any other action relative there to. Inserted by Kat Jones, et al.

**Explanation:**

This article seeks to see if the Town will vote to raise and appropriate the sum of \$66,000 to fund the position of the Director of Council on Aging.

**The Board of Selectmen did not vote on this article.**

**The Finance Committee recommends approval of this article: 0-7-0**

**Finance Committee Recommendation:**

**The Finance Committee was informed that this article will not be considered at this Town Meeting. To fund Article 34 at this Fall Town Meeting, department budgets that were approved at the Spring Town Meeting, would have to be reduced in the middle of the fiscal year using Article 4.**

# **APPENDIX 1**

## **ARTICLE 14 – AMENDMENT TO ZONING BYLAWS SUPPORTING DOCUMENTATION**

AMENDMENT TO ZONING BYLAWS

Article # 14

To see if the Town will enact the following amendments to the Zoning By-Laws found in: Section 320 Table of Principal Use Regulations, Article 16: Definitions and add a new Section 590, Solar Energy Generation Facilities, or take any other action relative thereto.

**§ 320 Table of Use Regulation**

*To add a new line*

Utilities	R130	R60	R43	R30	MR30	W V1	W V2	OV1	OV2	CS	CG	CP	CR	MAR	INS	IND
Large Ground – mounted Solar Energy	SPZ	SPZ	N	N	N	N	N	N	N	N	SPZ	SPZ	SPZ	N	Y	Y

**§ 340 Table of Accessory Use Regulation**

*To add two new lines*

	R130	R60	R43	R30	MR30	W V1	W V2	OV1	OV2	CS	CG	CP	CR	MAR	INS	IND
Utilities																
On-site Solar Energy	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

*To add a new section to Article 5: Supplemental Regulations*

**590 Solar Energy Generation Facilities**

**591 Purpose**

The purpose of this by-law is to encourage the use of solar energy generation facilities and provide for the construction and operation of ground-mounted solar energy facilities and to provide standards for the placement, design, construction, monitoring, modification and removal of large ground-mounted solar energy facilities that address public safety, minimize impacts on scenic, natural and historic resources of the Town and provide adequate financial assurance for decommissioning. The provisions set forth in this section shall take precedence over all other sections when considering applications related to the construction, operation, and/or repair of large ground-mounted solar energy facilities.

## 592. Applicability

This section applies to all ground-mounted solar photovoltaic installations proposed to be constructed after the effective date of this section. This section also pertains to physical modifications that materially alter the type, configuration, or size of these installations or related equipment. Roof-mounted solar energy facilities are not governed under this section and are permitted in all districts when connected behind the meter.

### 592.1 Compliance with Laws, Ordinances and Regulations

The construction and operation of all large ground-mounted solar energy facilities shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, construction, electrical, and communications requirements.

### 592.2 Special Permit Granting Authority

The Zoning Board of Appeals shall be the Special Permit Granting Authority for large ground-mounted solar energy facilities requiring a Special Permit under this bylaw.

## 593 Application for Site Plan Review

Application for Site Plan Review shall require the filling of a site plan review application and site plan in accordance with Article 15 of this Zoning By-Law. Such plans shall contain the following specific information for an application to be considered complete:

- 593.1 Landscape plan including sizes, types and numbers of plantings and details. Existing vegetation and other unique land features shall be preserved where feasible.
- 593.2 Blueprints or drawings of the large ground-mounted solar energy facilities signed by a Professional Engineer licensed to practice in the Commonwealth of Massachusetts showing the proposed layout of the system and any potential shading from nearby structures
- 593.3 Proposed changes to the landscape of the site, grading, vegetation clearing and planting, exterior lighting, screening vegetation or structures;
- 593.4 A stormwater management plan detailing the existing environmental and hydrological conditions of the site, proposed alterations of the site and all proposed components of the drainage system and any measures for the detention, retention, or infiltration of water, for the protection of water quality and protection from flooding.
- 593.5 A description of the solar energy facility and the technical, economic and other reasons for the proposed location and design shall be prepared and signed by a registered professional engineer.
- 593.6 Confirmation prepared and signed by a registered professional engineer that the large ground-mounted solar energy facilities comply with all applicable Federal and State standards.
- 593.7 One or three line electrical diagram detailing the solar photovoltaic installation, associated components, and electrical interconnection methods, with all National Electrical Code compliant disconnects and over current devices.

- 593.8 Documentation of the major system components to be used, including the photovoltaic panels, mounting system, inverters.
- 593.9 Documentation of the sound generated by equipment used in the production of electrical energy, including any proprietary documentation.
- 593.10 An operation and maintenance plan (see also section 595 on decommissioning)

594 Design Standards.

Unless otherwise expressly provided by this section of the bylaw requirements of the underlying zoning district shall apply, except and in addition, the following standards which shall apply.

- 594.1 Large ground-mounted solar energy facilities shall meet the following:
  - 1. Be sited on a parcel of at least three (3) acres in size (no less than 130,680 square feet).
  - 2. Meet the requirements and standards for industrial uses found in Article 7: Design Standards and Guidelines of this Zoning By-Law.
  - 3. The front yard depth shall be in accordance with Article 6 of this Zoning By-Law; provided, however, that where the lot abuts or is across the street from a Residential district or residential development, the front yard setback and vegetated buffer shall not be less than 50 feet, with earthen berms and landscape plantings according to Article 10: Landscaping, of this Zoning By-Law.
  - 4. Each side yard shall be in accordance with Article 6 of this Zoning By-Law; provided, however, that where the lot abuts a Residential district, the side yard setback and vegetated buffer shall not be less than 50 feet, with earthen berms and landscape plantings according to Article 10: Landscaping, of this Zoning By-Law.
  - 5. The rear yard depth shall be in accordance with Article 6 of this Zoning By-Law; provided, however, that where the lot abuts a Residential district, the rear yard setback and vegetated buffer shall not be less than 50 feet with earthen berms and landscape plantings according to Article 10: Landscaping, of this Zoning By-Law.
- 594.2 On-site solar energy facilities shall meet the following:
  - 1. Meet the requirements and standards found in Article 7: Design Standards and Guidelines, and Article 10: Landscaping, of this Zoning By-Law.
  - 2. Be sized by electrical load according to the building they serve and must be connected to the customer side, behind the electrical service metering equipment.
  - 3. Be setback, at a minimum, to the underlying district requirements for accessory structures.
  - 4. Not cast glare to abutting uses by providing screening methods.
  - 5. Not permit the equipment to create excessive noise to abutters by installing inverters as far from abutting structures as feasible.

594.3 These additional design standards shall apply to all systems:

1. All appurtenant structures, including but not limited to, equipment shelters, storage facilities, transformers, and substations, shall be architecturally compatible with each other and shall be screened from the view of persons not on the parcel, public rights-of-ways and all residential districts.
2. Lighting of solar energy facilities shall be consistent with state and federal law. Lighting of appurtenant structures shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Where feasible, lighting of the solar photovoltaic installation shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.
3. There shall be no signs, except announcement signs, no trespassing signs or any signs required to warn of danger. A sign is required that identifies the owner and operator with an emergency telephone number where the owner and operator can be reached on a twenty-four hour basis.
4. All utility connections from the large ground-mounted solar energy facilities site shall be underground except to the extent that underground utilities are not feasible in the reasonable determination of the Zoning Board of Appeals.
5. Inverters shall be sited so as to minimize sound impact to residences.
6. Clear cutting of trees and natural vegetation, within 5 years, shall be prohibited for the construction, operation and maintenance of the solar photovoltaic facility.
7. Setbacks shall provide for adequate screening of noise and glare from abutting uses and structures. Techniques such as dense natural vegetated plantings, earthen berms or increased setbacks will be required, depending upon site specific conditions. Setbacks shall not be disturbed by access roads, except where allowed by the Planning Board for access to the site. Setbacks shall not be used for any purpose other than natural vegetation or other screening required by the Zoning Board of Appeals. Setbacks from property lines shall be as provided above for type of large ground-mounted solar energy facilities.
8. All large ground-mounted solar energy facilities shall be fenced for security. Fencing that is visible from right-of-way or residence shall be vinyl coated or another decorative type of fence acceptable to the Zoning Board of Appeals. All fencing shall be designed to blend into the landscape.
9. The project proponent shall submit a plan for the operation and maintenance of the large ground-mounted solar energy facilities, which shall include measures for maintaining safe access to the installation, storm water controls, as well as general procedures for operational maintenance of the installation.
10. The solar energy facilities owner or operator shall provide a copy of the project summary, electrical schematic, and site plan to the applicable fire

chief. Upon request the owner or operator shall cooperate with local emergency services in developing an emergency response plan. All means of shutting down the large ground-mounted solar energy facilities shall be clearly marked. The owner or operator shall identify a responsible person for public inquiries throughout the life of the installation.

11. No large ground-mounted solar energy facilities shall be approved or constructed until evidence has been given to the Zoning Board of Appeals that the utility company that operates the electrical grid where the installation is to be located has been informed of the large ground-mounted solar energy facilities owner or operator's intent to install an interconnected customer-owned generator. Off-grid systems shall be exempt from this requirement.
12. No large ground-mounted solar energy facilities shall be constructed, installed or modified as provided in this section without first obtaining a building permit.
13. The solar energy facilities owner or operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the applicable fire chief and Emergency Medical Services. The owner or operator shall be responsible for the cost of maintaining the large ground-mounted solar energy facilities and any access road(s), unless accepted as a public way.

## 595 Abandonment or Decommissioning

The owner, operator, their successors in interest shall remove any ground-mounted solar energy facility which has reached the end of its useful life or has been abandoned. The owner or operator shall physically remove the installation no more than 150 days after the date of discontinued operations. The owner or operator shall notify the Zoning Board of Appeals by certified mail of the proposed date of discontinued operations and plans for removal.

### 595.1 Decommissioning shall consist of:

1. Physical removal of all ground-mounted solar energy structures, equipment, security barriers and transmission lines from the site.
2. Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.
3. Stabilization and re-vegetation of the site as necessary to minimize erosion. The Zoning Board of Appeals may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

595.2 Abandonment: Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, the solar energy facility shall be considered abandoned when it fails to operate for more than one year without the written consent of the permit granting authority. If the owner or operator of the solar energy facilities fails to remove the installation in accordance with the requirements of this section within 150 days of abandonment or the proposed date

of decommissioning, the town may enter the property and physically remove the installation.

- 595.3 Financial Surety: Proponents of ground-mounted solar energy facilities shall provide a form of surety, either through escrow account, bond or otherwise, to cover the cost of removal in the event the town must remove the installation and remediate the landscape, in an amount and form determined to be reasonable by the Town, but in no event to exceed more than 125 percent of the cost of removal and compliance with the additional requirements set forth herein. Such surety will not be required for municipal- or state-owned facilities. The project proponent shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include a mechanism for calculating and adjusting the value of the surety increased removal costs due to inflation.

#### 596 Criteria for Special Permit Review and Approval.

- 596.1 If required, a Special Permit may be granted under this section if the Zoning Board of Appeals finds that each of the design review standards set forth above have been met and that the location of the ground-mounted solar energy facilities is suitable and that the size and design are the minimum necessary for that purpose.
- 596.2 The Zoning Board of Appeals shall also impose, in addition to any applicable conditions specified in this section, such conditions as it finds reasonably appropriate to safeguard the neighborhood, public or otherwise serve the purposes of this section, including, but not limited to: screening, lighting, noise, fences, modification of the exterior appearance of the structures, limitation upon size, method of access or traffic features, parking, removal upon cessation of use or other requirements. Such conditions shall be imposed in writing and the applicant may be required to post bond or other surety for compliance with said conditions in an amount satisfactory to the Zoning Board of Appeals.
- 596.3 The Special Permit shall lapse if substantial use or construction has not commenced within two years of the date of issuance, except for good cause shown (including but not limited to appeals of the grant of the site plan or litigation enjoining the construction under the permit), and provided further that such construction, once begun, shall be actively and continuously pursued to completion within a reasonable time.
- 596.4 The Zoning Board of Appeals may require the proponent to provide or pay for professional services to evaluate the proposal.

#### Article 16: Definitions

*To add the following, inserted in alphabetical order:*

**Large Ground-Mounted Solar Photovoltaic Installation:** A solar photovoltaic system that is structurally mounted on the ground and is not roof-mounted, and has a minimum nameplate capacity of 250 kW DC. Included in this definition are canopy-mounted systems, where a structure is used to raise the solar

photovoltaic system above grade, which, when meeting the minimum rated nameplate capacity of 250 kW DC, shall be considered a large-scale ground-mounted solar photovoltaic installation.

**On-Site Solar Photovoltaic Installation:** A solar photovoltaic installation that is constructed at a location where other uses of the underlying property occur. The exception is canopy-mounted systems, where a structure is used to raise the solar photovoltaic system above grade, which, when meeting the minimum nameplate capacity of 250 kW DC, shall be considered a large-scale ground-mounted solar photovoltaic installation.

**Photovoltaic:** The technology that uses a semi-conductor material to convert light directly into electricity.

**Rated Nameplate Capacity:** The maximum rated output of electric power production of the photovoltaic system in Direct Current (DC).

## **APPENDIX 2**

# **ARTICLE 17 – STONE PATH MALT LLC TIF AGREEMENTS SUPPORTING DOCUMENTATION**

**Estimated Value of Tax Increment Finance [TIF] Exemption for Stonepath Malt, 11 Kendrick Road Article 17**

Fiscal Year	Year	Base Value	Improvement Value	New Assessment	Tax Rate	Base Tax @ 100% Value	New Invest Tax @ 100% Value	Total Tax	TIF Tax Exemption %	TIF Tax Payment %	TIF Tax Payment	Tax Paid on New Investment	Total Benefit to Stonepath Malt
2018	1	\$1,603,100	\$0	\$1,603,100	\$11.25	\$18,035	\$0	\$18,035	100%	0%	\$0	\$0	\$18,035
2019	2	\$1,603,100	\$0	\$1,603,100	\$11.53	\$18,486	\$0	\$18,486	80%	20%	\$3,697	\$0	\$14,789
2020	3	\$1,603,100	\$0	\$1,603,100	\$11.82	\$18,948	\$0	\$18,948	70%	30%	\$5,684	\$0	\$13,264
2021	4	\$1,603,100	\$0	\$1,603,100	\$12.12	\$19,422	\$0	\$19,422	60%	40%	\$7,769	\$0	\$11,653
2022	5	\$1,603,100	\$0	\$1,603,100	\$12.42	\$19,907	\$0	\$19,907	50%	50%	\$9,954	\$0	\$9,954

**TOTALS** **\$94,797** **\$0** **\$27,104** **\$67,694**

Fiscal Year	Year	Projected F&B Revenues	.75% Local Meals Tax	Personal Property Value (000s)	Personal Property Tax	Fire District Tax Rate	Fire District Tax	CPA	Total Benefit to Town of Wareham
2018	1	\$124,000	\$930	\$800	\$9,000	\$2.20	\$3,527	\$541	\$14,539
2019	2	\$186,000	\$1,395	\$800	\$9,225	\$2.26	\$3,615	\$555	\$19,041
2020	3	\$248,000	\$1,860	\$800	\$9,456	\$2.31	\$3,705	\$568	\$21,842
2021	4	\$310,000	\$2,325	\$800	\$9,692	\$2.37	\$3,798	\$583	\$24,749
2022	5	\$372,000	\$2,790	\$800	\$9,934	\$2.43	\$3,893	\$597	\$27,765

**TOTALS** **\$1,240,000** **\$9,300** **\$47,307** **\$18,538** **\$2,844** **\$107,937**

## **APPENDIX 3**

# **ARTICLE 18 – HARBOR SERVICES PERMIT RECEIPTS FOR APPROPRIATION ACCOUNT SUPPORTING DOCUMENTATION**



# Town of Wareham

## DEPARTMENT OF NATURAL RESOURCES

48 Marion Road, Wareham Massachusetts 02571

Telephone 508-291-3100 EXT 3180 ✦ [dnr@wareham.ma.us](mailto:dnr@wareham.ma.us)

### Fleet Vehicle

#### Marine Unit 53

1998 Chevy 1500

150K

Notes: In the last 6 months Marine Unit 53, has been to Municipal Maintenance for repairs more than 6 times. This vehicle has had serious safety features that have failed due to its age and normal wear and tear.

Repairs need or that have been done such as:

- **Rotted Brake lines (some lines have been replaced)**
- Power steering failure
- Windshield wiper failure
- Steering wheel has exposed metal which is has a steering wheel cover.
- **Rotted bed mounts**
- **Oil and Transmission leaks**
- **Drivers and passenger door hinges and handles**





# Town of Wareham

DEPARTMENT OF NATURAL RESOURCES

48 Marion Road, Wareham Massachusetts 02571

Telephone 508-291-3100 EXT 3180 ✦ [dnr@wareham.ma.us](mailto:dnr@wareham.ma.us)

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## Fleet Vehicle

Marine Unit 50

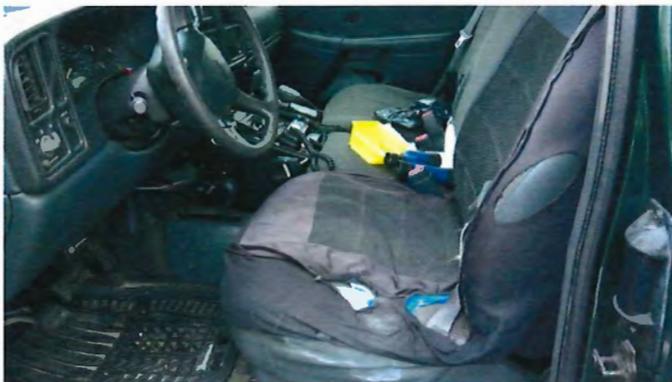
2002 Chevy 1500

190K

Notes: In the last 6 months Marine Unit 50, has frequented Municipal Maintenance for repairs. This vehicle has had serious safety features that have failed due to its age and normal wear and tear.

Repairs need or that have been done such as:

- Engine has a knock which could lead to engine replacement
- Rotted Brake lines
- Over heating
- Extensive rotted and rust to body and frame
- Check engine light so it took weeks to get inspection sticker
- Driver's seat has exposed metal (covered as best as possible)
- 2012 Rocker panels on both the driver and passenger side was cut out and replaced, however, rot and rust is starting to form again.
- Needs new exhaust.



**APPENDIX 4**

**ARTICLE 27 – COMMUNITY  
PRESERVATION: DOG PARK  
SUPPORTING DOCUMENTATION**

Community Preservation Act Grant Budget Sheet

Project Name:

Please fill in all categories that apply to your proposal. Please ask questions of the Community Preservation Committee if you are not clear on any budget items.

<u>Project Income</u>	<u>Project Expenses*</u>
Private donations	Purchase price-0
Fundraising activities	Real estate fees-0
Grants- \$180,000	Restoration-0
Town budget	Labor- built into supplies
<b>Amount from CPA funds- \$20,000</b>	Legal fees -0
<b>Amount from other sources</b> (List all sources and amounts)	Supplies 200,000
	Building permits included in supplies
	Consultants-0
Miscellaneous	Misc. (Mailing, phone, etc)
Other	Other
TOTAL INCOME \$200,000      \$	TOTAL EXPENSES      \$200,000

\*Include quotes where appropriate.

(Be sure that total expenses and total income are equal.)

**Project Description:** *Please attach answers to the following questions. Include supporting materials as necessary.*

1. **Project Description and Scope of Work:** Construct a fenced in ADA compliant dog park that will consist of large play area for large sized dogs and a separated fenced in area designated for small dog breeds. There will be parking for 10 plus vehicles and a natural walking path around the park.
2. **Goals:** Build a 1+ acre dog park that will accommodate both large and small dog breed dogs. This project will be a new way for the community to engage with one another. This project also gives dog an outlet to exercise in safe area.
3. **Community Need:** Currently Wareham has 1966 registered dogs in town. There is no space available in town for these dogs to get appropriate exercise. Currently people bring their dogs to the beach, play grounds and fields. This creates a potential unsafe scenario. A dog park would allow for these dogs and owners alike to have a space controlled space to the let there dogs run free.
4. **Community Support:** Wareham currently has several major business that are dog friendly, including the, Marriot, Petco Lowes, Tractor supply and home depot. There are also several other business in town that are also dog friendly. Jacks are wild, Walters Barber shop, Dog Days Café, and the black dog outlet
5. **Timeline:** Time line is dependent on securing funds from the Stanton Foundation, The tentative project time line would be to break ground in 2018 with completion in 2019 or earlier.
6. **Credentials:** The Dog Park Affiliates of Wareham (DPAW) is nonprofit organization that was established to oversee and maintain the park. This committee is also working with the Stanton foundation an organization that has funded in built hundreds of dog parks.
7. **Success Factors:** The projects success will be measured but having a lot that is cleared and fenced in that allows for dogs to free roam.
8. **Budget:** the total Budget of this project is \$200,000, the Stanton foundation will fund up to 200,000 with 10% required to be committed from the town.
9. **Other Funding:** A Stanton foundation grant is drafted and waiting to be submitted upon approval from the town to build a dog park.
10. **Maintenance:** If ongoing maintenance is required for your project, how will it be funded? The Maintenance of this park will be maintained by the DPAW organization through fundraising events and donations.

**ADDITIONAL INFORMATION:** *Provide the following additional information, as applicable.*

11. Documentation that you have control over the site, such as Purchase and Sale Agreement, option or deed. N/A
12. Evidence that the project does not violate any zoning bylaws or any other laws or regulations. N/A
13. Evidence that the proposed site is free of hazardous materials or that there is a plan for remediation in place. N/A
14. Evidence that appropriate professional standards will be followed if construction, restoration or rehabilitation is proposed. N/A
15. Information indicating how this project can be used to achieve additional community benefits.  
N/A

**APPENDIX 5**

**ARTICLE 28 – REVOCATION &  
ADOPTION OF CEMETERY  
RULES/REGULATIONS  
SUPPORTING DOCUMENTATION**

# Wareham Cemeteries Rules & Regulations



Town of Wareham  
Municipal Maintenance Department  
Cemetery Division  
Wareham, Massachusetts

**August 18, 2017 Draft with CC changes 9/2/17**

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## **1.0 History of Wareham Cemeteries, Wareham, Massachusetts:**

The Town of Wareham has three municipal cemeteries: Agawam, Centre, and Long Neck.

**Agawam Cemetery**, located on Great Neck Road and R.D. Stillman Memorial Drive is probably the oldest, as it was originally laid out by Israel Fearing as a private cemetery. Over the years the cemetery grew, as the Bumpus family purchased adjacent land for burial. Originally this cemetery also contained the Town Pound, an enclosure to contain stray animals until claimed by their owners. The cemetery was purchased by the Town in 1747. The cemetery lies at the head of Broad Marsh and encompasses low lying as well as hilly ground. The cemetery contains over 2000 burials.

**Centre Cemetery** on Tihonet Road is the largest of the Town Cemeteries, and lies across the road from Saint Patrick's Catholic Cemetery. Parts of this very old cemetery date to the mid-1700s, although it is likely that older graves may lie hidden or lost, as it , too, was a family burying ground. As parcels were added to the cemetery different sections were named, and it appears that land purchased in 1974 should, in fact, be referred to as the Wankinquoah Cemetery, a portion of cemetery. Centre Cemetery contains over 5,000 burials.

**Long Neck Cemetery** is located in the Onset or Butlerville section of Wareham, off Onset Avenue. It is the smallest of the cemeteries, and may also have begun as a family burial ground, as there are many very few different names on the headstones. The cemetery is 'full' and contains approximately 240 burials.

**2.0 Preamble:** In order to ensure the character of the cemetery(ies), in accord with the mind and practice of the Town of Wareham, and to establish and maintain the cemetery(ies) in good order, the Board of Selectman and Town Administrator, with advice from the Wareham Cemetery Commission through the Municipal Maintenance Department, is empowered and has the right to create, revise and enforce the following Rules and Regulations as adopted herein and to exclude from the cemetery any person violating the same. The Town's Director of Municipal Maintenance shall operate and manage the cemetery (ies) for the Town of Wareham.

**3.0 Formal Adoption:** For the mutual protection of the license holders, families, and visitors in the Town of Wareham's Cemeteries, in accordance with the Massachusetts General Laws Chapter 114 The Town of Wareham hereby adopts the following rules and regulations. All license holders and persons within the cemetery, and all graves and other burial options shall be subject to said Rules and Regulations. The Governing Body shall adopt such amendments or alterations thereof or additions thereto as needed from time to time. Reference to the Rules and Regulations in the document conveying the right of interment shall have the same force and effect as if set forth in full therein. Recommended by the Wareham Cemetery Commission on \_\_\_\_\_, 2017.

#### **4.0 Definitions:**

**Burial Rights-** This is not a purchase of property, but the rights to burial within a grave(s) or lot, which is defined as grave spaces.

**Cemetery/ Cemeteries-** all property within the Town of Wareham Cemeteries dedicated for the burial of deceased human remains.

**Cremation Niche** - see Niche.

**Cremated Remains**- the final processed substance remains of the reduced composition of the body to inorganic bone fragments.

**Cemetery Commission**- The Wareham Cemetery Commission serves in an advisory capacity to the Board of Selectman and its Town Administrator. The Wareham Municipal Maintenance Department will manage, maintain and care for the cemeteries in the Town of Wareham.

**Decorations**- the adornment, ornamentation, embellishment, memorialization, care, or beautification of a grave in accordance with the rules and regulations established by the Governing Body of the Cemetery.

**Deed**- see License of Burial and Burial Rights.

**Durable Outer Container**- A vault, grave liner, lawn crypt, urn vault or other outer container approved by the Management.

**Entombment**- the permanent placement of remains in a crypt in a mausoleum.

**Flag Etiquette**- the requirement that a flag of the United States placed upon a grave to honor a Veteran shall not touch the ground and shall not be allowed to remain if torn or faded or beyond a specified time as determined by regulations of the Department of Defense Veteran Affairs and the Governing Body of the cemetery.

**Flag Holder**- known also as a **Commemorative Marker**, a device made to hold a flag of the United States which identifies the branch of service during observances honoring military.

**Funeral Director** - Under 239 CMR 3.00, Funeral Director means any individual engaged, or holding himself or herself out as engaged, and licensed in the Profession and Business of Embalming and Funeral Directing.

**Governing Body** - the independent managing authority of a cemetery as applied to a national, state veteran's cemetery, municipal cemetery, religious cemetery or private non-profit cemetery. For Wareham Cemeteries the Governing Body is the Town Administrator through the Director of the Department of Municipal Maintenance, or his/her designee with advice from the Wareham Cemetery Commission.

**Grantee** - See License Holder and Licensee.

**Grave** - a space of ground in a cemetery used, or intended for use, for the burial of deceased human remains. (Please see License of Burial for the number of burial rights granted and specification for ground burial.)

**Grave Liner** - an unsealed durable outer container of two or more pieces in which the casket is placed at time of burial in the earth.

**Interment** - the permanent placement of a dead human body contained in a casket or other enclosure approved by the Management, in an outer burial container, and buried in the ground.

**Inurnment** - the permanent placement of a cremated human body contained in an urn, and inurned in a niche or chamber.

**Lawn Crypt** - a pre-installed, durable, permanent liner, placed in a double-depth earth burial grave that allows for two (2) traditional casket burials of the human dead, with one casket being interred above a second casket burial with a durable partition dividing the two areas.

**License Holder** - the sole purchaser of the licensed rights of burial of a grave, mausoleum crypt or cremation niche.

**License of Burial**- a written document that records the sole purchaser of licensed burial rights of a grave (s), lot, crypts or niches located in a cemetery.

**Licensee**- License Holder

**Lot**- a place designated in a cemetery comprised of more than one grave spaces.

**Lot Holder**- See License Holder.

**Management** - the person or persons duly appointed by the Governing Body for the purpose of conducting and administering the operations of the cemeteries owned and operated by the Town of Wareham. The Cemetery office is currently located at 95 Charge Pond Road, Wareham, Massachusetts.

**Memorials** - Monuments and Markers

***Traditional Monument:*** an upright monument, usually with a base and die and made of granite, raised and set on a foundation commemorating the life of a deceased person or persons and placed at the head of a grave(s). This may be a granite bench.

***Tablet Monument:*** a slant faced monument usually made of granite, raised and set on a foundation, at the head of the grave commemorating the life of a deceased person or persons.

**Flat Marker:** flush to the ground memorial usually made of bronze or granite, commemorating the life of a deceased person or persons and placed at the head of the grave.

**Foot Marker:** a memorial centered at the foot of an individual grave, flush to ground and usually made of bronze or granite.

**Veteran's Marker:** a foot marker usually made of bronze or granite provided by the US Government specifically for a veteran.

See "Specifications and Requirements for Monuments and Markers" for requirements in various sections within the cemetery.

**Niche** - a discrete chamber designed, constructed, and intended for use as a permanent repository, for the interment of cremated human remains, encased in an urn.

**Perpetual Care** - an arrangement made by the cemetery whereby restricted funds (principal) are set aside, the income of which is used to help maintain the cemetery, indefinitely.

**Rights of Interment** - the rights given to a License Holder for the use of a specific burial grave, crypt or niche.

**Tomb** - a structure so designed for the temporary storage of casketed bodies, which are not to be interred immediately.

**Vault** - an outer burial container that is a two-piece sealed receptacle for additional protection of the casket.

**5.0 Purpose of Cemetery:** The cemetery is intended for the interment of those entitled to burial according to the requirements of the General Laws of Chapter 114 and the Town of Wareham Cemetery Rules and Regulations.

The conveyances of the rights of interment shall be exclusively limited to those Wareham residents or individuals approved by the Management of Wareham Cemeteries, Town of Wareham. Management shall have final authority on conveyance of all burial rights. The Governing Body may determine residency requirements.

**6.0 Admission to Cemetery:** The Management reserves the rights to refuse admission to the cemetery and the use of any cemetery equipment or facilities at any time to any person or persons, as the rules, judgment, and traditions may dictate.

No organization, except those approved by the Management will be permitted to conduct services in the cemetery.

The Management shall be in no way liable for any delay in an interment of a body where a protest to the interment has been made, or where Rules & Regulations have not been complied

with, or forbid such interment; and further, said Management reserves the right under those circumstances for the agent or family to hold the body until rights have been determined. Any protest shall be required to be in writing and filed in the office of the cemetery

**7.0 Interment / Entombment Procedures:** (see also Instructions to License Holders)

Burial services shall be performed between the hours of 8:30 AM and 2:00 PM; Monday through Friday. Interments and inurnments requested beyond the scheduled hours shall be at the discretion of the Management and shall be charged according to the “Cemetery Price List”. There will be no interment services scheduled on Sundays and the following legal holidays: New Year’s Day, Martin Luther King Day, Memorial Day, July 4<sup>th</sup> (observed), Labor Day, Memorial Day, Thanksgiving Day and Christmas Day, or days determined by the Governing Body or cemetery Management. A list of all “No Service Days” is available at the cemetery office.

A Board of Health Burial / Transit Permit, a signed Interment Authorization Form and any and all fees for each burial service must be presented to Management before any interment is completed.

Services entering the cemetery shall be under the charge and direction of cemetery Management or their designee. The casket or other enclosure may not be opened at any time within the cemetery without the express permission and in the presence of Management. Management reserves the right to refuse permission without the consent of the legal representative of the deceased or without a court order or authority of civil authority.

**8.0 Disinterment / Removal Procedures:** No disinterment or removal of a deceased body or cremated remains shall be allowed without permission of Management, or an authorized court order, written authorization of the License Holder and all heirs, a Disinterment/Burial Permit from the Board of Health and the payment of all appropriate fees. No removal of a memorial shall occur without permission of Management or an authorized court order, written authorization of the License Holder and all heirs.

**9.0 Correction of Errors:** The Management reserves, and shall have the right to correct any errors that may be made by it either in making an interment, inurnment, disinterment, removal, or in the description, transfer, or conveyance of any rights. This may be done by canceling such conveyances and substituting and conveying in lieu thereof other interment or inurnment rights of equal value and similar location as best possible selected by Management.

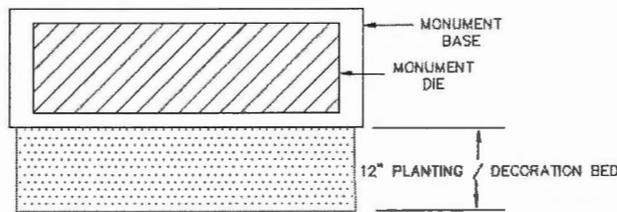
**10.0 Instructions to License Holders:**

**10.1 Scheduling of Interments:** Persons wishing to select a grave, or arrange an interment, shall contact or call the cemetery office in ample time to complete the respective arrangements in accordance with information on the “Interment Authorization Form” and “Cemetery Price List”. Management will be available to assist in coordination of and confirmation of the necessary arrangements. A Funeral Director as your agent may complete this for you. Arrangement by phone for services will not guarantee the correct information for arrangement. A minimum notice of forty-eight (48) hours (two business days) is requested for arrangements for interment (Monday—Friday).

Services requested after 12:00 PM on Fridays will result in a Tuesday interment or later. Saturday service requests must be received by Wednesday to be confirmed.

If a Funeral Director or other authorized agent is representing the License Holder or their heirs, the arrangements made by the agent with Management are binding on said License Holder.

**10.2 Memorials and Decorations:** License Holders may, at their own expense, install a planting/decoration bed area in front of their respective upright traditional or tablet monuments only. Beds may not exceed 12" in front of the monument and no longer than the length of the base. No planting is allowed on the side or back of the monument/memorial. The planting/decoration bed shall be maintained in a neat appearance at all times. (No planting/decoration beds are allowed at any flush to the ground surface memorials or markers.)



PLANTING/DECORATION BED – PLAN VIEW

Sample drawing of planting / decoration area

Any object placed on a grave or any cemetery grounds which, in the opinion of Management, is deemed offensive, improper or detrimental to the general appearance and safety of the cemetery, may be removed without notice. Examples of such decoration are, but not limited to the following: borders, wind chimes, large shepherd's / witch's hooks, decorative flags that are hung on metal support frames, glass items or stones.

The following are not permitted:

- Placement of items or plantings within the planting/decoration area higher than the monument,
- The planting of trees, shrubbery, vines, rose bushes or other growing perennial boundaries,
- The use of fencing or edging around planting beds or use of artificial turf
- Stones and mulch used as groundcover,
- Live flamed candles,
- Planting beds at flush markers.

Scheduled clean-up and maintenance of the entire cemetery will be posted twice a year (refer to Clean-up Document Spring/Fall on file at the cemetery office).

**10.3 Durable Outer Containers:** All interments of a casket or a cremation container shall be made using a durable outer container made of concrete or other durable material in accordance with specifications determined by the Management. Use of a grave liner, lawn crypt, vault or urn vault is approved. No durable outer container used for casket burial may exceed 36-inches total width and 96-inches total length.

**10.4 Capacity:** Each single grave is granted the right of ground burial of two (2) deceased human remains, being (1) of full casket burial and one (1) of cremated remains per designated grave as detailed in the License of Burial, unless recorded otherwise on the License of Burial. Management may approve additional burial rights.

The Management reserves the right to permit or authorize more than one human remains in one grave. The Town of Wareham, where acceptable, allows the burial rights of two deceased persons in a single grave. (Please review your License of Burial).

**10.5 Heirs:** The use of the lot or grave is for the license holder and his designee only, and not for resale or profit. The rights of interment in an unoccupied lot or grave may only be relinquished to the cemetery first with a written request or transferred to a family member if approved. In the event of the death of the license holder, any and all rights and privileges remaining shall pass to the family legal heirs. Management will follow the Commonwealth of Massachusetts Laws pertaining to the rights of heirs. All rights of the License Holder and the heirs will be documented with the use of an Interment Authorization Form for each interment right granted.

**11.0 Service Fees and Payments:** The Management shall establish fees for services and accept payment for each interment, disinterment, installation or removal of memorial foundations, and for the performance of any other service rendered by the cemetery. All work and services in connection with such services shall be subject to and supervised by said Management.

Any indebtedness due for work or services performed must be paid before an interment in the grave may be made, or before a memorial is erected, as the case may be.

The current Schedule of Fees may be modified from time to time and is contained in a document titled "**Cemetery Price List**".

**12.0 Right to Replat and Change:** The Management may re-plat sections of the cemetery at any time for the erection of buildings, grave development or for any purpose or use connected with, incident to, or convenient for, the care, preservation, or preparation for interment of the deceased or other cemetery purpose. Re-platting may include enlarging, diminishing, altering in shape or size or otherwise changing all or part of a portion of any cemetery, including establishing, closing or otherwise modifying the roadways, walks, or drives.

**13.0 No Easement Granted:** No easement or right is granted to any license holder in any road, drive, walkway or open space within the cemetery, but such roads, drives or walkways may be used as a means of access to the cemetery, family grave (s) and its buildings as long as Management devotes said areas for that purpose.

**14.0 Conduct in the Cemetery:** The cemetery is a sacred and dignified place. Persons visiting the Cemetery are expected and required to conduct themselves in a courteous and respectful manner at all times. No persons should use the cemetery for loitering, playing, or boisterous demonstration. Rubbish disposal, picnicking, flower or shrub sales, soliciting, placement of signs and advertisement and improper assemblages are prohibited.

The use of motorized vehicles and bicycles is limited to paved driveways and are specifically excluded from walkways and grassed areas. Speed shall be limited to five miles per hour maximum (5 MPH).

Alcoholic beverages and recreational drugs are prohibited from the cemetery grounds.

Children must be accompanied by a parent or guardian when on cemetery grounds.

No pets are allowed within the confines of the cemetery.

**15.0 Grading & Improvements:** Management reserves the right to complete all landscape work or improvements of any kind and complete all care of lots and graves or plant, trim, cut or remove all trees, shrubs and herbage within the cemetery grounds. As such, all such improvements or alterations in the cemetery shall be by the cemetery and under the direction of and subject to the approval of Management.

**16.0 Cemetery Hours:** The office hours are 7:00 A.M. to 3:00 P.M. Monday through Friday. The cemetery grounds are open for visitation daily from dawn to dusk.

**17.0 Outside Workers:** The management reserves, and shall have, the right to give authorization to any non-Wareham cemetery employees, workers and agents (Memorial Dealers & Funeral Directors) before they may do work in Town of Wareham Cemeteries. Any outside worker shall request and receive authorization from the Management before they may do work in the Town of Wareham's Cemeteries.

**18.0 Employees:** Cemetery employees are not permitted to do any work for a License Holder, heir or visitor, except upon the order of the Management. Employees are required to be civil and courteous to all visitors at all times.

**19.0 Loss or Damage:** The Management disclaims all responsibility for loss or damage beyond its reasonable control, and especially from damage by an act of God, the elements, insurrections, riots, order of any military or civil authority, thieves, vandals, strikers, malicious mischief makers, explosions, unavoidable accidents, or any cause similar or dissimilar beyond Management's control, whether the damage is direct or collateral. In the event it becomes necessary to reconstruct, or repair any section of the cemetery, including graves, niches or crypts or any portion thereof, Management shall give written notice of repairs and repair the area. If it is the responsibility of the license holder or its heirs to repair said damage, then said notice will be sent to the last known address of the license holder. If the license holder does not repair the damages in a reasonable time, the Management may direct the repairs to be made and charge the expense against the lot or grave and to the holder of record.

**20.0 License Holder's Change in Address:** It shall be the duty of the license holder, and their heirs to notify the Management of any changes in its post office address or mailing address. Notice sent to the license holder at the last address in the records shall be considered sufficient and proper legal notification.

**21.0 Perpetual Care:** Wareham Cemeteries are Perpetual Care Cemeteries. All money that is designated for the Cemeteries' Perpetual Care Fund is used for Cemetery purposes: The principal portion is set aside for investment and the proceeds (income) thereof are used to provide general care. Perpetual Care is to be understood as that care and maintenance necessitated by natural growth and ordinary wear, and includes efforts of the Management and staff in the care of the cemetery including tasks such as cutting of lawns, tree care, cleaning and maintenance of grounds, roadways, walks and buildings, provided there is sufficient income funds for these purposes. Perpetual Care does not mean the maintenance, repair or replacement of any memorial (i.e. monuments or markers) placed or erected upon any lot or grave: nor the planting, cutting, watering or care of any privately planted flowers, nor does it mean the reconstruction of any memorials/markers or special work on a lot or grave.

**22.0 Memorials & Markers - Rules for Memorial Work:** License Holders have the right to place one permanent memorial as detailed in the current "Specifications and Requirements for Monuments and Markers" on file at the cemetery office.

All memorial monuments shall be placed by outside workers in a location centered at the head of graves or centered on a lot if multiple graves are so licensed at the head of the graves. All memorial monuments shall be installed on a foundation as installed by the cemetery. All Veteran's Administration (VA) and Foot Markers will be set flush to ground and on a foundation approved and installed by the cemetery, at the foot and center of each individual grave. A fee for the service of installing a foundation for a monument/memorial will be set by the governing body and cemetery Management. All types of approved memorials or markers to be placed on said graves remain the property of the individual License Holder. Therefore, any safety concerns, damage due to weather, acts of God, vandalism, malicious mischief, or theft, are the owner's responsibility and should be included on their home owner's insurance policy.

A temporary memorial when provided by the Funeral Home for a deceased individual may be placed at the head of the grave at the time of interment services; however, they will be removed in a timely manner and are considered as part of grave decoration and not a permanent memorial.

The license holder, its heirs and its authorized agents (memorial dealers/stone cutters) shall abide by the following:

Prior to their placement of any memorials or markers, the License Holder and their Memorial Dealer shall submit the following to the Cemetery Management:

- 1) A Memorial Permit Authorization Form signed by the License Holder (or heirs of said lot or grave) and the Memorial Dealer,

- 2) A detailed drawing of the design of the memorials, tablets and markers indicating dimensions, material, inscriptions and images,
- 3) A Certificate of Insurance on file.

The Management shall review and approve or review and reject monuments, tablets and markers to be placed in the cemetery based on their size, material or inscriptions. Memorials and inscriptions thereon deemed by the Management to be obscene, offensive, unreasonable, commercial, or oversized will be rejected. The size, location and position in which the memorial is to be placed or erected shall be as outlined in current “Specifications and Requirements for Monuments and Markers” on file at the cemetery office and shall be entirely subject to approval of and under the supervision of Management.

Memorial work may only be completed in its cemetery during cemetery hours listed herein.

Memorial dealer employees, in placing or erecting monuments/markers or bringing materials in regard to such work, shall operate in a safe and efficient manner at all times. As independent contractors, they shall be responsible always for their work as well as any damage to other monuments / memorials and/or cemetery grounds. All work must conform to the Cemetery Rules and Regulations.

Should any monument or marker become unsightly, dilapidated or a menace to the safety of persons within the cemetery, the Management shall have the right to give written notice to the License Holder or heirs to correct the condition or to remove the same, at the expense of the license holder.

Soliciting memorial sales or service work within the Cemetery is not permitted.

All memorials/ monuments will be placed on a suitable foundation. Foundations shall be installed by the Cemetery or its designee.

**23.0 Private Family Estate Mausoleum Memorial:** Private Family Estate Mausoleums are allowed in the cemetery only by special approval of the Management. Management shall have final approval as to the specification, size and style.

**24.0 Persons Aggrieved:** Persons aggrieved by these Rules and Regulations and/or the operations or applications by Management have the right of appeal when made in writing to the Management. The Management will have final approval.

**25.0 General:** The Town of Wareham and its Department of Municipal Maintenance Cemetery Division, through its Management reserves the right, without notice, to make temporary exemptions, suspensions, or modifications of any of the rules & regulations when in its judgement, the same appears advisable. In no way will it be coincided as affecting the general application of such rules and regulations.

The Town of Wareham, through its Management, reserves the rights at any time to change, amend, alter, repeal, rescind, or add to these rules and regulations or any part thereof, or to adopt any new rule or regulation with respect to its cemetery or anything pertaining thereto.

The Town of Wareham does not discriminate in its programs and activities based on age, color, gender expression/identity, genetic information, marital status, national origin, physical or mental disability, pregnancy, race, religion, gender orientation, or veteran status, as applicable.

**26.0 Authorization:** The above revised Rules and Regulations were approved by the Town of Wareham's Governing Authority, Board of Selectman, and the Management of the cemeteries on the \_\_\_\_ day of \_\_\_\_\_, 2017.

Approved as to form

By Town Counsel \_\_\_\_\_ Date \_\_\_\_\_

Approved  
Town Administrator \_\_\_\_\_ Date \_\_\_\_\_

Approved  
Wareham Board of Selectmen \_\_\_\_\_ Date \_\_\_\_\_

**APPENDIX 6**

**ARTICLE 31 – ESTABLISH  
SPECIAL EDUCATION FUND  
SUPPORTING DOCUMENTATION**

**HOUSE . . . . . No. 3216**

By Mr. Kocot of Northampton, a petition (accompanied by bill, House, No. 3216) of Peter V. Kocot, John H. Rogers and Timothy R. Whelan for legislation to authorize school districts to establish a reserve fund for certain special education and transportation costs. Municipalities and Regional Government.

[SIMILAR MATTER FILED IN PREVIOUS SESSION  
SEE HOUSE, NO. 424 OF 2015-2016.]

**The Commonwealth of Massachusetts**

In the One Hundred and Ninetieth General Court  
(2017-2018)

An Act supporting municipal fiscal stability through a special education stabilization fund.

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

SECTION 1. Chapter 40 of the General Laws, as appearing in the 2008 Official Edition, is hereby amended by adding after section 13C the following section: Section 13D. **Any school district which accepts the provisions of this section by majority vote of the school committee and acceptance by a majority vote of the legislative body or, in the case of a regional school district acceptance by majority vote of the legislative bodies in a majority of the member communities of the district may establish, and appropriate or transfer money to a reserve fund to be utilized in the upcoming fiscal year or years, to pay, without further appropriation, for unanticipated and/or unbudgeted costs of special education out of school district tuition and/or transportation. The balance in such separate stabilization fund shall not exceed 2% of the annual net school spending of the school district. The district treasurer may invest the monies in the manner authorized by Section 54 of Chapter 44, and any interest earned thereon shall be credited to and become part of the fund. In the case of Regional School Districts, funds may be added to the special education stabilization fund only be appropriation in the annual budget voted at annual town meetings of member towns.**

**APPENDIX 7**

**FY2017 MUNICIPAL BUDGET**

**CLOSEOUT DOCUMENTS**

## TOWN OF WAREHAM, MASSACHUSETTS

FISCAL YEAR 2017

GENERAL FUND

REVENUE BUDGET TO ACTUAL REPORT

PRELIMINARY - July 1, 2016 - June 30, 2017

UNAUDITED UNADJUSTED

	Original Budget	FY17 YTD Revenue	FY17 Percent Budget	Delta	FY16 Same Period YTD	FY17 vs FY16
<b>1 - Real Estate</b>						
1a. Real estate	35,987,180	35,286,660	98%	(700,520.10)	34,127,746	3.40%
1b. Personal Property Taxes *	1,650,697	1,529,136	93%	(121,561.08)	1,550,158	-1.36%
* Utility Refunds - Verizon / Abatements not included						
<b>TOTAL</b>	<b>37,637,877</b>	<b>36,815,796</b>	<b>98%</b>	<b>(822,081.18)</b>	<b>35,677,904</b>	
<b>2 - Excise Taxes</b>						
1a. Boat Excise*	50,000	56,918	114%	6,918.41	72,552	-21.55%
1b. Hotel/Motel Tax	210,000	241,117	115%	31,116.88	229,594	5.02%
1c. Meals Tax	450,000	544,067	121%	94,067.03	501,613	8.46%
1d. Motor Vehicle Excise	2,450,000	3,017,471	123%	567,470.52	2,768,574	8.99%
<b>TOTAL</b>	<b>3,160,000</b>	<b>3,859,573</b>	<b>122%</b>	<b>699,572.84</b>	<b>3,572,333</b>	
<b>3 - Penalties and Interest on Taxes</b>						
1. Penalties and Interest	275,000	268,906	98%	(6,094.07)	286,083	-6.00%
<b>TOTAL</b>	<b>275,000</b>	<b>268,906</b>	<b>98%</b>	<b>(6,094.07)</b>	<b>286,083</b>	
<b>4 - Fees</b>						
1. Fees	655,000	737,443	113%	82,443.27	724,049	1.85%
<b>TOTAL</b>	<b>655,000</b>	<b>737,443</b>	<b>113%</b>	<b>82,443.27</b>	<b>724,049</b>	
<b>5 - Rentals</b>						
1. Rentals	110,000	113,370	103%	3,369.58	135,930	-16.60%
<b>TOTAL</b>	<b>110,000</b>	<b>113,370</b>	<b>103%</b>	<b>3,369.58</b>	<b>135,930</b>	
<b>6 - Licenses and Permits</b>						
1. Licenses and Permits	1,010,000	1,353,832	134%	343,832.20	1,374,026	-1.47%
<b>TOTAL</b>	<b>1,010,000</b>	<b>1,353,832</b>	<b>134%</b>	<b>343,832.20</b>	<b>1,374,026</b>	
<b>7 - Fines and Forfeitures</b>						
1. Fines and Forfeitures	45,000	52,045	116%	7,045.12	65,095	-20.05%
<b>TOTAL</b>	<b>45,000</b>	<b>52,045</b>	<b>116%</b>	<b>7,045.12</b>	<b>65,095</b>	
<b>8 - Investment Income</b>						
1. Investment Income	25,000	33,246	133%	8,246.10	32,503	2.29%
<b>TOTAL</b>	<b>25,000</b>	<b>33,246</b>	<b>133%</b>	<b>8,246.10</b>	<b>32,503</b>	
<b>9 - Miscellaneous Recurring Revenue</b>						
1. Misc. Recurring Revenue *	280,000	268,244	96%	(11,755.83)	352,536	-23.91%
* Yearly Solar Income not in						
<b>TOTAL</b>	<b>280,000</b>	<b>268,244</b>	<b>96%</b>	<b>(11,755.83)</b>	<b>352,536</b>	
<b>10 - Miscellaneous Non-Recurring Revenue</b>						
1. Misc. Non-Recurring Revenue	0	394,587	100%	394,587.11	183,543	114.98%
<b>TOTAL</b>	<b>0</b>	<b>394,587</b>	<b>100%</b>	<b>394,587.11</b>	<b>183,543</b>	
<b>11 - Medicaid Reimbursement</b>						
1. Medicaid Reimbursement	250,000	345,385	138%	95,384.83	300,625	14.89%
<b>TOTAL</b>	<b>250,000</b>	<b>345,385</b>	<b>138%</b>	<b>95,384.83</b>	<b>300,625</b>	
<b>12 - Tax Title and Foreclosures</b>						
1. Tax Title and Foreclosures	0	483,724	100%	483,723.71	510,762	-5.29%



**TOWN OF WAREHOUSES MASSACHUSETTS**  
**FISCAL YEAR 2017**  
**GENERAL FUND**  
**EXPENDITURE BUDGET TO ACTUAL REPORT**  
**PRELIMINARY - July 1, 2016 - June 30, 2017**  
**UNAUDITED UNADJUSTED**

	Continued Appropriations	Original Budget	Budget Revisions	Revised Budget	Y-T-D Exp	O/S P.O's	Unobligated Balance	Percent Expended Y-T-D	Expected % Exp Y-T-D
<b>1 - GENERAL GOVERNMENT</b>									
<b>Town Meeting</b>									
Expenses.....	-	12,640	-	12,640	4,453	-	8,187	35.23%	100.00%
Personal Services.....	-	-	-	-	-	-	-	-	-
Capital.....	-	-	-	-	-	-	-	-	-
<b>TOTAL.....</b>	<b>-</b>	<b>12,640</b>	<b>-</b>	<b>12,640</b>	<b>4,453</b>	<b>-</b>	<b>8,187</b>	<b>35.23%</b>	<b>100.00%</b>
<b>Selectmen</b>									
Expenses.....	1,000	9,191	-	10,191	9,996	-	195	98.08%	100.00%
Personal Services.....	-	79,815	(27,000)	52,815	49,350	-	3,465	93.44%	100.00%
Capital.....	-	-	-	-	-	-	-	-	-
<b>TOTAL.....</b>	<b>1,000</b>	<b>89,006</b>	<b>(27,000)</b>	<b>63,006</b>	<b>59,346</b>	<b>-</b>	<b>3,660</b>	<b>94.19%</b>	<b>100.00%</b>
<b>Town Administrator</b>									
Expenses.....	2,500	10,950	-	13,450	11,949	1,500	1	88.84%	100.00%
Personal Services.....	-	247,787	-	247,787	233,842	-	13,945	94.37%	100.00%
Articles.....	97,124	-	130,000	227,124	110,476	-	116,648	48.64%	100.00%
Capital.....	-	-	-	-	-	-	-	-	-
<b>TOTAL.....</b>	<b>99,624</b>	<b>258,737</b>	<b>130,000</b>	<b>488,361</b>	<b>356,268</b>	<b>1,500</b>	<b>130,593</b>	<b>72.95%</b>	<b>100.00%</b>
<b>Finance Committee</b>									
Expenses.....	-	2,500	-	2,500	2,488	-	12	99.52%	100.00%
Personal Services.....	-	-	-	-	-	-	-	-	-
Capital.....	-	-	-	-	-	-	-	-	-

	Continued	Original	Budget	Revised	Y-T-D	O/S	Unobligated	Perce	Expected
	Appropriations	Budget	Revisions	Budget	Exp	P.O's	Balance	Expenses	% Exp
								Y-T-D	Y-T-D
<b>TOTAL.....</b>	-	2,500	-	2,500	2,488	-	12	99.52%	100.00%
<b>Town Accountant</b>									
Expenses.....	1,615	13,000	-	14,615	4,962	4,800	4,853	33.95%	100.00%
Personal Services.....	-	182,141	4,322	186,463	186,463	-	(0)	100.00%	100.00%
Capital.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	1,615	195,141	4,322	201,078	191,425	4,800	4,853	95.20%	100.00%
<b>Audit</b>									
Expenses.....	-	65,000	-	65,000	65,000	-	-	100.00%	100.00%
Personal Services.....	-	-	-	-	-	-	-		
Capital.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	-	65,000	-	65,000	65,000	-	-	100.00%	100.00%
<b>Assessor</b>									
Expenses.....		28,650	-	28,650	28,640	-	10	99.97%	100.00%
Personal Services*.....	-	272,917	2,891	275,808	275,807	-	1	100.00%	100.00%
Articles.....	186,563	-	-	186,563	12,848	-	173,715	6.89%	100.00%
<b>TOTAL.....</b>	186,563	301,567	2,891	491,021	317,295	-	173,726	64.62%	100.00%
<b>Revaluation</b>									
Expenses.....	-	-	-	-	-	-	-		
Personal Services.....	-	-	-	-	-	-	-		
Capital.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	-	-	-	-	-	-	-		
<b>Treasurer/Collector</b>									
Expenses.....		91,030	-	91,030	87,446	-	3,584	96.06%	100.00%
Personal Services.....	-	309,168	4,450	313,618	313,618	-	-	100.00%	100.00%
Article.....	19,677	-	50,000	69,677	23,083	-	46,594	33.13%	100.00%

	Continued Appropriations	Original Budget	Budget Revisions	Revised Budget	Y-T-D Exp	O/S P.O's	Unobligated Balance	Percent Expended Y-T-D	Expected % Exp Y-T-D
<b>TOTAL.....</b>	19,677	400,198	54,450	474,325	424,147	-	50,178	89.42%	100.00%
<b>General Services</b>									
Expenses.....	-	67,500	7,500	75,000	74,997	-	3	100.00%	100.00%
Personal Services.....	-	-	-	-	-	-	-		
Capital.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	-	67,500	7,500	75,000	74,997	-	3	100.00%	100.00%
<b>Legal Services</b>									
Expenses.....		210,000	15,000	225,000	213,899	-	11,101	95.07%	100.00%
Personal Services.....		-	-	-	-	-	-		
Capital.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	-	210,000	15,000	225,000	213,899	-	11,101	95.07%	100.00%
<b>Personnel Services</b>									
Expenses.....	-	6,800	7,000	13,800	12,969	426	405	93.98%	100.00%
Personal Services.....	-	112,595	(14,500)	98,095	95,529	-	2,566	97.38%	100.00%
Capital.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	-	119,395	(7,500)	111,895	108,497	426	2,971	96.96%	100.00%
<b>Personnel Board</b>									
Expenses.....	-	-	-	-	-	-	-		
Articles.....	180,429	-	(50,703)	129,726	40,304	-	89,422	31.07%	100.00%
Capital.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	180,429	-	(50,703)	129,726	40,304	-	89,422	31.07%	100.00%
<b>MIS/Data Processing</b>									
Expenses.....	2,337	315,848	-	318,185	318,185		0	100.00%	100.00%
Personal Services.....	-	202,244	2,575	204,819	204,818	-	1	100.00%	100.00%
Article.....	-	-	75,000	75,000	51,015	-	23,985	68.02%	100.00%



	Continued Appropriations	Original Budget	Budget Revisions	Revised Budget	Y-T-D Exp	O/S P.O's	Unobligated Balance	Per Expended Y-T-D	Expected % Exp Y-T-D
<b>MIS/Communications</b>									
Expenses.....	-	91,500	-	91,500	82,998	8,500	2	90.71%	100.00%
Personal Services.....	-	-	-	-	-	-	-		
Capital.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>-</b>	<b>91,500</b>	<b>-</b>	<b>91,500</b>	<b>82,998</b>	<b>8,500</b>	<b>2</b>	<b>90.71%</b>	<b>100.00%</b>
<b>Town Clerk</b>									
Expenses.....	700	16,544	-	17,244	11,967	25	5,252	69.40%	100.00%
Personal Services.....	-	150,778	12,441	163,219	163,219	-	-	100.00%	100.00%
Article.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>700</b>	<b>167,322</b>	<b>12,441</b>	<b>180,463</b>	<b>175,186</b>	<b>25</b>	<b>5,252</b>	<b>97.08%</b>	<b>100.00%</b>
<b>Elections &amp; Registrations</b>									
Expenses.....	-	12,144	2,500	14,644	10,284	-	4,360	70.23%	100.00%
Personal Services.....	-	36,978	2,500	39,478	39,478	-	-	100.00%	100.00%
Article.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>-</b>	<b>49,122</b>	<b>5,000</b>	<b>54,122</b>	<b>49,762</b>	<b>-</b>	<b>4,360</b>	<b>91.94%</b>	<b>100.00%</b>
<b>Conservation Commission</b>									
Expenses.....	-	-	-	-	-	-	-		
Personal Services.....	-	-	-	-	-	-	-		
Articles.....	9,105	-	-	9,105	-	-	9,105	0.00%	100.00%
Capital.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>9,105</b>	<b>-</b>	<b>-</b>	<b>9,105</b>	<b>-</b>	<b>-</b>	<b>9,105</b>	<b>0.00%</b>	<b>100.00%</b>

	Continued Appropriations	Original Budget	Budget Revisions	Revised Budget	Y-T-D Exp	O/S P.O's	Unobligated Balance	Perc Expended Y-T-D	Expected % Exp Y-T-D
<b>Town Planner</b>									
Expenses.....	4,542	12,500	-	17,042	8,553	-	8,489	50.19%	100.00%
Personal Services.....	-	198,871	-	198,871	198,444	-	427	99.79%	100.00%
Article.....		-	50,000	50,000	-	-	50,000	0.00%	100.00%
<b>TOTAL.....</b>	<b>4,542</b>	<b>211,371</b>	<b>50,000</b>	<b>265,913</b>	<b>206,998</b>	<b>-</b>	<b>58,915</b>	<b>77.84%</b>	<b>100.00%</b>
<b>Planning Board</b>									
Expenses.....			-	-	-	-	-		
Capital.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>Zoning Board of Appeals</b>									
Expenses.....	-		-	-	-	-	-		
Articles.....	6,874	-	-	6,874	-	-	6,874	0.00%	100.00%
Capital.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>6,874</b>	<b>-</b>	<b>-</b>	<b>6,874</b>	<b>-</b>	<b>-</b>	<b>6,874</b>	<b>0.00%</b>	<b>100.00%</b>
<b>Sick Leave Bonus</b>									
Personal Services.....	-	65,000	-	65,000	47,002	-	17,998	72.31%	100.00%
<b>TOTAL.....</b>	<b>-</b>	<b>65,000</b>	<b>-</b>	<b>65,000</b>	<b>47,002</b>	<b>-</b>	<b>17,998</b>	<b>72.31%</b>	<b>100.00%</b>
<b>TOTAL GENERAL GOVERNMENT.....</b>	<b>512,466</b>	<b>2,824,091</b>	<b>273,976</b>	<b>3,610,533</b>	<b>2,994,081</b>	<b>15,251</b>	<b>601,200</b>	<b>82.93%</b>	<b>100.00%</b>

	Continued Appropriations	Original Budget	Budget Revisions	Revised Budget	Y-T-D Exp	O/S P.O's	Unobligated Balance	Perct Expended Y-T-D	Expected % Exp Y-T-D
<b>2 - PUBLIC SAFETY</b>									
<b>Police</b>									
Expenses.....	6,710	382,100	15,000	403,810	387,235	225	16,351	95.90%	100.00%
Personal Services.....	-	4,481,205	(20,000)	4,461,205	4,459,467	-	1,738	99.96%	100.00%
Articles.....	8,308	-	160,000	168,308	168,308	-	0	100.00%	100.00%
Capital.....	-	161,078	-	161,078	161,078	-	-	100.00%	100.00%
<b>TOTAL.....</b>	<b>15,018</b>	<b>5,024,383</b>	<b>155,000</b>	<b>5,194,401</b>	<b>5,176,088</b>	<b>225</b>	<b>18,088</b>	<b>99.65%</b>	<b>100.00%</b>
<b>Inspection Services</b>									
Expenses.....	-	54,750	-	54,750	37,023	-	17,727	67.62%	100.00%
Personal Services.....	-	253,842	(11,500)	242,342	238,470	-	3,872	98.40%	100.00%
Capital.....	-	-	-	-	-	-	-	-	-
<b>TOTAL.....</b>	<b>-</b>	<b>308,592</b>	<b>(11,500)</b>	<b>297,092</b>	<b>275,493</b>	<b>-</b>	<b>21,599</b>	<b>92.73%</b>	<b>100.00%</b>
<b>Emergency Management</b>									
Expenses.....	-	-	-	-	-	-	-	-	-
Personal Services.....	-	-	-	-	-	-	-	-	-
Capital.....	-	-	-	-	-	-	-	-	-
<b>TOTAL.....</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Animal Control</b>									
Expenses.....	-	25,896	-	25,896	21,353	-	4,543	82.46%	100.00%
Personal Services.....	-	49,588	-	49,588	46,089	-	3,499	92.94%	100.00%
Article	4,158	-	-	4,158	4,158	-	-	100.00%	100.00%
<b>TOTAL.....</b>	<b>4,158</b>	<b>75,484</b>	<b>-</b>	<b>79,642</b>	<b>71,600</b>	<b>-</b>	<b>8,041</b>	<b>89.90%</b>	<b>100.00%</b>

	Continued Appropriations	Original Budget	Budget Revisions	Revised Budget	Y-T-D Exp	O/S P.O's	Unobligated Balance	Perct Expended Y-T-D	Expected % Exp Y-T-D
<b>Harbormaster/Shellfish</b>									
Expenses.....	362	51,500	8,000	59,862	59,713	-	149	99.75%	100.00%
Personal Services.....	-	309,289	-	309,289	302,202	-	7,087	97.71%	100.00%
Articles.....	39,252	-	118,179	157,431	84,213	-	73,217	53.49%	100.00%
<b>TOTAL.....</b>	<b>39,613</b>	<b>360,789</b>	<b>126,179</b>	<b>526,581</b>	<b>446,128</b>	<b>-</b>	<b>80,453</b>	<b>84.72%</b>	<b>100.00%</b>
<b>Herring Commission</b>									
Expenses.....	-	-	-	-	-	-	-		
Personal Services.....	-	-	-	-	-	-	-		
Capital.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>TOTAL PUBLIC SAFETY.....</b>	<b>58,789</b>	<b>5,769,248</b>	<b>269,679</b>	<b>6,097,716</b>	<b>5,969,310</b>	<b>225</b>	<b>128,182</b>	<b>97.89%</b>	<b>100.00%</b>
<b>3 - EDUCATION</b>									
<b>School Department</b>									
Expenses	2,775	5,926,608	-	5,929,383	5,762,690	37,675	129,018	97.19%	100.00%
Personnel	-	22,025,975	-	22,025,975	22,025,975	-	-	100.00%	100.00%
Article.....	125,746	-	350,000	475,746	317,907	-	157,839	66.82%	100.00%
<b>TOTAL.....</b>	<b>128,521</b>	<b>27,952,583</b>	<b>350,000</b>	<b>28,431,104</b>	<b>28,106,572</b>	<b>37,675</b>	<b>286,856</b>	<b>98.86%</b>	<b>100.00%</b>
<b>Upper Cape Regional</b>									
Expenses.....		3,068,911	-	3,068,911	3,068,911	-	-	100.00%	100.00%
Personal Services.....	-	-	-	-	-	-	-		
Capital.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>-</b>	<b>3,068,911</b>	<b>-</b>	<b>3,068,911</b>	<b>3,068,911</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>	<b>100.00%</b>
<b>TOTAL EDUCATION.....</b>	<b>128,521</b>	<b>31,021,494</b>	<b>350,000</b>	<b>31,500,015</b>	<b>31,175,483</b>	<b>37,675</b>	<b>286,856</b>	<b>98.97%</b>	<b>100.00%</b>

	Continued Appropriations	Original Budget	Budget Revisions	Revised Budget	Y-T-D Exp	O/S P.O's	Unobligated Balance	Percent Expended Y-T-D	Expected % Exp Y-T-D
<b>4 - PUBLIC WORKS</b>									
<b>Municipal Maintenances/Town Buildings</b>									
Expenses.....	1,833	555,690	23,500	581,023	557,691	23,244	88	95.98%	100.00%
Personal Services.....	-	1,247,564	20,000	1,267,564	1,260,635	-	6,929	99.45%	100.00%
Articles.....	64,942	-	230,000	294,942	268,874	-	26,068	91.16%	100.00%
Capital.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>66,775</b>	<b>1,803,254</b>	<b>273,500</b>	<b>2,143,529</b>	<b>2,087,200</b>	<b>23,244</b>	<b>33,084</b>	<b>97.37%</b>	<b>100.00%</b>
<b>Snow &amp; Ice</b>									
Expenses.....	-	250,000	270,000	520,000	533,290	-	(13,290)	102.56%	100.00%
Personal Services.....	-	80,000	-	80,000	64,711	-	15,289	80.89%	100.00%
Capital.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>-</b>	<b>330,000</b>	<b>270,000</b>	<b>600,000</b>	<b>598,001</b>	<b>-</b>	<b>1,999</b>	<b>99.67%</b>	<b>100.00%</b>
<b>Street Lights</b>									
Expenses.....	6,816	137,500	-	144,316	137,350	-	6,966	95.17%	100.00%
Personal Services.....	-	-	-	-	-	-	-		
Article.....	78,812	-	50,000	128,812	64,990	-	63,822	50.45%	100.00%
<b>TOTAL.....</b>	<b>85,628</b>	<b>137,500</b>	<b>50,000</b>	<b>273,128</b>	<b>202,340</b>	<b>-</b>	<b>70,788</b>	<b>74.08%</b>	<b>100.00%</b>
<b>Recycling</b>									
Expenses.....	-	-	-	-	-	-	-		
Personal Services.....	-	-	-	-	-	-	-		
Capital.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		

	Continued Appropriations	Original Budget	Budget Revisions	Revised Budget	Y-T-D Exp	O/S P.O's	Unobligated Balance	Perc Expended Y-T-D	Expected % Exp Y-T-D
<b>Cemetery</b>									
Expenses.....	-	-	-	-	-	-	-		
Articles.....	45,136	-	-	45,136	-	-	45,136	0.00%	100.00%
Capital.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>45,136</b>	<b>-</b>	<b>-</b>	<b>45,136</b>	<b>-</b>	<b>-</b>	<b>45,136</b>	<b>0.00%</b>	<b>100.00%</b>
<b>TOTAL PUBLIC WORKS.....</b>	<b>197,539</b>	<b>2,270,754</b>	<b>593,500</b>	<b>3,061,793</b>	<b>2,887,542</b>	<b>23,244</b>	<b>151,008</b>	<b>94.31%</b>	<b>100.00%</b>
<b>5 - HEALTH AND HUMAN SERVICES</b>									
<b>Board of Health</b>									
Expenses.....	-	24,920	-	24,920	16,873	-	8,047	67.71%	100.00%
Personal Services.....	-	187,442	(7,500)	179,942	175,924	-	4,018	97.77%	100.00%
Capital.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>-</b>	<b>212,362</b>	<b>(7,500)</b>	<b>204,862</b>	<b>192,797</b>	<b>-</b>	<b>12,065</b>	<b>94.11%</b>	<b>100.00%</b>
<b>Council on Aging/Social Services</b>									
Expenses.....	-	-	-	-	-	-	-		100.00%
Personal Services.....	-	-	-	-	-	-	-		100.00%
Capital.....	-	-	-	-	-	-	-		100.00%
<b>TOTAL.....</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>100.00%</b>
<b>Veterans Services</b>									
Expenses.....	19,874	390,000	-	409,874	314,562	10,000	85,312	76.75%	100.00%
Personal Services.....	-	-	-	-	-	-	-		
Capital.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>19,874</b>	<b>390,000</b>	<b>-</b>	<b>409,874</b>	<b>314,562</b>	<b>10,000</b>	<b>85,312</b>	<b>76.75%</b>	<b>100.00%</b>

	Continued Appropriations	Original Budget	Budget Revisions	Revised Budget	Y-T-D Exp	O/S P.O's	Unobligated Balance	Percent Expended Y-T-D	Expected % Exp Y-T-D
<b>Veterans Council</b>									
Expenses.....	400	1,000		1,400	1,148	252	-	82.00%	100.00%
Personal Services.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>400</b>	<b>1,000</b>	<b>-</b>	<b>1,400</b>	<b>1,148</b>	<b>252</b>	<b>-</b>	<b>82.00%</b>	<b>100.00%</b>
<b>Disabilities - ADA</b>									
Expenses.....	-	400	-	400	-	-	400	0.00%	100.00%
Personal Services.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>-</b>	<b>400</b>	<b>-</b>	<b>400</b>	<b>-</b>	<b>-</b>	<b>400</b>	<b>0.00%</b>	<b>100.00%</b>
<b>TOTAL HEALTH AND HUMAN SERVICES</b>	<b>20,274</b>	<b>603,762</b>	<b>(7,500)</b>	<b>616,536</b>	<b>508,508</b>	<b>10,252</b>	<b>97,777</b>	<b>82.48%</b>	<b>100.00%</b>
<b>6 - CULTURE AND RECREATION</b>									
<b>Library</b>									
Expenses.....	-	63,000	-	63,000	62,130	-	870	98.62%	100.00%
Personal Services.....	-	153,824	6,000	159,824	156,211	-	3,613	97.74%	100.00%
<b>TOTAL.....</b>	<b>-</b>	<b>216,824</b>	<b>6,000</b>	<b>222,824</b>	<b>218,341</b>	<b>-</b>	<b>4,483</b>	<b>97.99%</b>	<b>100.00%</b>
<b>Beaches/Lifeguards</b>									
Expenses.....	-	-	-	-	-	-	-		
Personal Services.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		

	Continued Appropriations	Original Budget	Budget Revisions	Revised Budget	Y-T-D Exp	O/S P.O's	Unobligated Balance	Percent Expended Y-T-D	Expected % Exp Y-T-D
<b>Historical District Commission</b>									
Expenses.....	-	200	-	200	-	-	200	0.00%	100.00%
Personal Services.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>-</b>	<b>200</b>	<b>-</b>	<b>200</b>	<b>-</b>	<b>-</b>	<b>200</b>	<b>0.00%</b>	<b>100.00%</b>
<b>Historical Committee</b>									
Expenses.....	-	200	-	200	200	-	-	100.00%	100.00%
Personal Services.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>-</b>	<b>200</b>	<b>-</b>	<b>200</b>	<b>200</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>	<b>100.00%</b>
<b>TOTAL CULTURE AND RECREATION..</b>	<b>-</b>	<b>217,224</b>	<b>6,000</b>	<b>223,224</b>	<b>218,541</b>	<b>-</b>	<b>4,683</b>	<b>97.90%</b>	<b>100.00%</b>
<b>7 - DEBT SERVICE</b>									
Debt - Principal.....	-	650,000	-	650,000	649,036	-	964	99.85%	100.00%
Debt - Interest Long.... 0	-	65,000	-	65,000	47,063	-	17,937	72.41%	100.00%
Debt - Interest Short.....	-	30,000	-	30,000	19,173	-	10,827	63.91%	100.00%
Debt - Middle School Dept.....	-	-	-	-	-	-	-		
<b>TOTAL DEBT SERVICE.....</b>	<b>-</b>	<b>745,000</b>	<b>-</b>	<b>745,000</b>	<b>715,273</b>	<b>-</b>	<b>29,727</b>	<b>96.01%</b>	<b>100.00%</b>
<b>8 - INTERGOVERNMENTAL</b>									
<b>Regional Landfill</b>									
Expenses.....	-	-	-	-	-	-	-		
<b>TOTAL.....</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		

	Continued Appropriations	Original Budget	Budget Revisions	Revised Budget	Y-T-D Exp	O/S P.O's	Unobligated Balance	Percent Expended Y-T-D	Expected % Exp Y-T-D
<b>SRPEDD Assessment</b>									
Expenses.....	-	3,796	-	3,796	3,796	-	0	100.00%	100.00%
<b>TOTAL.....</b>	<b>-</b>	<b>3,796</b>	<b>-</b>	<b>3,796</b>	<b>3,796</b>	<b>-</b>	<b>0</b>	<b>100.00%</b>	<b>100.00%</b>
<b>Retired Teachers Health Insurance</b>									
Expenses.....	-	1,327,552	-	1,327,552	1,327,552	-	-	100.00%	100.00%
<b>TOTAL.....</b>	<b>-</b>	<b>1,327,552</b>	<b>-</b>	<b>1,327,552</b>	<b>1,327,552</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>	<b>100.00%</b>
<b>Mosquito Control Project</b>									
Expenses.....	-	88,574	-	88,574	88,574	-	-	100.00%	100.00%
<b>TOTAL.....</b>	<b>-</b>	<b>88,574</b>	<b>-</b>	<b>88,574</b>	<b>88,574</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>	<b>100.00%</b>
<b>Air Pollution District</b>									
Expenses.....	-	7,287	-	7,287	7,287	-	-	100.00%	100.00%
<b>TOTAL.....</b>	<b>-</b>	<b>7,287</b>	<b>-</b>	<b>7,287</b>	<b>7,287</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>	<b>100.00%</b>
<b>RMV Non Renewal</b>									
Expenses.....	-	43,520	-	43,520	44,560	-	(1,040)	102.39%	100.00%
<b>TOTAL.....</b>	<b>-</b>	<b>43,520</b>	<b>-</b>	<b>43,520</b>	<b>44,560</b>	<b>-</b>	<b>(1,040)</b>	<b>102.39%</b>	<b>100.00%</b>
<b>Regional Transit</b>									
Expenses.....	-	199,505	-	199,505	199,505	-	-	100.00%	100.00%
<b>TOTAL.....</b>	<b>-</b>	<b>199,505</b>	<b>-</b>	<b>199,505</b>	<b>199,505</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>	<b>100.00%</b>

	Continued Appropriations	Original Budget	Budget Revisions	Revised Budget	Y-T-D Exp	O/S P.O's	Unobligated Balance	Percent Expended Y-T-D	Expected % Exp Y-T-D
<b>District Veteran Serv Assessment Expenses.....</b>	-		-	-	-	-	-		
<b>TOTAL.....</b>	-	-	-	-	-	-	-		
<b>School Choice Sending Tuition Expenses.....</b>	-	1,222,674	-	1,222,674	1,310,553	-	(87,879)	107.19%	100.00%
<b>TOTAL.....</b>	-	1,222,674	-	1,222,674	1,310,553	-	(87,879)	107.19%	100.00%
<b>Charter School Sending Tuition Expenses.....</b>	-	803,436	-	803,436	783,350	-	20,086	97.50%	100.00%
<b>TOTAL.....</b>	-	803,436	-	803,436	783,350	-	20,086	97.50%	100.00%
<b>County Tax Expenses.....</b>	-	71,716	-	71,716	71,716	-	(0)	100.00%	100.00%
<b>TOTAL.....</b>	-	71,716	-	71,716	71,716	-	(0)	100.00%	100.00%
<b>TOTAL INTERGOVERNMENTAL*.....</b>	-	3,768,060	-	3,768,060	3,836,893	-	(68,833)	101.83%	100.00%
<b>9 - UNCLASSIFIED</b>									
<b>Retirement Expenses.....</b>	-	3,660,317	15,000	3,675,317	3,672,352	-	2,965	99.92%	100.00%
<b>TOTAL.....</b>	-	3,660,317	15,000	3,675,317	3,672,352	-	2,965	99.92%	100.00%

	Continued Appropriations	Original Budget	Budget Revisions	Revised Budget	Y-T-D Exp	O/S P.O's	Unobligated Balance	Perce Expended Y-T-D	Expected % Exp Y-T-D
<b>Town Insurance - Workers Comp Expenses.....</b>	-	591,985	(7,500)	584,485	580,235	-	4,250	99.27%	100.00%
<b>TOTAL.....</b>	-	591,985	(7,500)	584,485	580,235	-	4,250	99.27%	100.00%
<b>Unemployment Expenses.....</b>	-	200,000	(69,000)	131,000	78,206	-	52,794	59.70%	100.00%
<b>TOTAL.....</b>	-	200,000	(69,000)	131,000	78,206	-	52,794	59.70%	100.00%
<b>Medical Insurance Expenses.....</b>	-	6,645,854	-	6,645,854	6,445,481	-	200,373	96.98%	100.00%
<b>TOTAL.....</b>	-	6,645,854	-	6,645,854	6,445,481	-	200,373	96.98%	100.00%
<b>Life Insurance Expenses.....</b>	-	30,000	-	30,000	22,591	-	7,409	75.30%	100.00%
<b>TOTAL.....</b>	-	30,000	-	30,000	22,591	-	7,409	75.30%	100.00%
<b>FICA - Medicare Expenses.....</b>	-	450,000	64,000	514,000	477,607	-	36,393	92.92%	100.00%
<b>TOTAL.....</b>	-	450,000	64,000	514,000	477,607	-	36,393	92.92%	100.00%
<b>Town Insurance - General Expenses.....</b>	-	422,236	-	422,236	419,001	-	3,235	99.23%	100.00%
<b>TOTAL.....</b>	-	422,236	-	422,236	419,001	-	3,235	99.23%	100.00%
<b>TOTAL UNCLASSIFIED.....</b>	-	12,000,392	2,500	12,002,892	11,695,473	-	307,419	97.44%	100.00%

	Continued Appropriations	Original Budget	Budget Revisions	Revised Budget	Y-T-D Exp	O/S P.O's	Unobligated Balance	Percent Expended Y-T-D	Expected % Exp Y-T-D
10 - TRANSFERS, OUT STABILIZATIO	-	-	951,406	951,406	973,406	-	(22,000)	102.31%	100.00%
11 - RESERVE FUND.....	-	90,000	(8,000)	82,000	-	-	82,000	0.00%	100.00%
12 - OTHER AMOUNTS TO RAISE*.....	-	-	-	-	-	-	-		
<b>TOTAL GENERAL FUND.....</b>	<b>917,590</b>	<b>59,310,025</b>	<b>2,431,561</b>	<b>62,659,176</b>	<b>60,974,509</b>	<b>86,647</b>	<b>1,598,019</b>	<b>97.31%</b>	<b>100.00%</b>
<b>*Liuna, Overlay Reserve, Collective Bargaining</b>									
<b>ENTERPRISE FUND</b>									
<b>WPC</b>									
Expenses.....	721,604	5,967,781		6,689,385	6,293,764		395,621	94.09%	100.00%
Personal Services.....		959,706		959,706	805,134		154,572	83.89%	100.00%
Article.....	609,690		250,000	859,690	121,826		737,864	14.17%	100.00%
Capital.....		1,006,000		1,006,000	733,514	88,676	183,811	72.91%	100.00%
<b>TOTAL.....</b>	<b>1,331,294</b>	<b>7,933,487</b>	<b>250,000</b>	<b>9,514,781</b>	<b>7,954,238</b>	<b>88,676</b>	<b>1,471,868</b>	<b>83.60%</b>	<b>100.00%</b>
<b>WPC RESERVE</b>									
Expense.....		200,000		200,000	-	-	200,000	0.00%	100.00%
<b>TOTAL.....</b>	<b>-</b>	<b>200,000</b>	<b>-</b>	<b>200,000</b>	<b>-</b>	<b>-</b>	<b>200,000</b>	<b>0.00%</b>	<b>100.00%</b>
<b>TOTAL OF ENTERPRISE FUND.....</b>	<b>1,331,294</b>	<b>8,133,487</b>	<b>250,000</b>	<b>9,714,781</b>	<b>7,954,238</b>	<b>88,676</b>	<b>1,671,868</b>	<b>81.88%</b>	<b>100.00%</b>

## TOWN OF WAREHAM, MASSACHUSETTS

FISCAL YEAR 2017

ENTERPRISE FUND

REVENUE BUDGET TO ACTUAL REPORT

July 1, 2016 - May 31, 2017

UNAUDITED UNADJUSTED

	Original Budget	FY17 YTD Revenue	FY17 Percent Budget	FY16 Same Period YTD	FY17 vs FY16
<b>1 - User Charges</b>					
1a. User Charges	5,597,829	5,088,658		5,009,331	1.58%
1c. Bourne	388,000	317,566		464,895	-31.69%
<b>TOTAL</b>	<b>5,985,829</b>	<b>5,406,224</b>	<b>90%</b>	<b>5,474,226</b>	
<b>2 - Fees</b>					
1a. Fees				15,010	-100.00%
1b. Hauler		175,883		213,650	-17.68%
1c. Grease		311,790		237,203	31.44%
<b>TOTAL</b>	<b>450,000</b>	<b>487,673</b>	<b>108%</b>	<b>465,864</b>	
<b>3 - Sewer Liens</b>					
1. Sewer Liens		418,013		439,962	-4.99%
<b>TOTAL</b>	<b>0</b>	<b>418,013</b>		<b>439,962</b>	
<b>Penalties and Interest</b>					
1	0	46,298		47,176	-1.86%
<b>TOTAL</b>	<b>0</b>	<b>46,298</b>		<b>47,176</b>	
<b>5 - Licenses and Permits</b>					
1.Licences		3,375		3,630	-7.02%
2.Permits		18,515		5,790	219.78%
<b>TOTAL</b>	<b>0</b>	<b>21,890</b>		<b>9,420</b>	
<b>6 - Fines and Forfeitures</b>					
1. Fines and Forfeitures	0	8,194		8,169	0.30%
<b>TOTAL</b>	<b>0</b>	<b>8,194</b>		<b>8,169</b>	
<b>7 - Investment Income</b>					
1. Investment Income	0	42,934			
<b>TOTAL</b>	<b>0</b>	<b>42,934</b>		<b>0</b>	
<b>Miscellaneous Non-Recurring Revenue</b>					
1. Misc. Non-Recurring Revenue	0	815		8,656	-90.58%
<b>TOTAL</b>	<b>0</b>	<b>815</b>		<b>8,656</b>	



**APPENDIX 8**

**FY2017 SCHOOL DEPARTMENT**

**BUDGET CLOSEOUT**

**DOCUMENTS**

**Wareham Public Schools**

**FY17 End Of Year Report**

**August 2017**

This report summarizes key financial statistics from FY2017 (July 2016 to June 2017). The Town's FY17 accounts have not yet been audited at the time of this report and so figures may be subject to change.

**A. Overview**

Expenditure on student education in Wareham can be divided into two main categories: Operating expenditure and capital expenditure. The majority of this report will deal with operating expenditure. Operating expenditure is funded from the following sources:

- **General Fund** – appropriated by the Town to be spent under the direction of the School Committee.
- **In kind costs** - paid by the Town on behalf of the school department.
- **Grants** – funds provided by third party organizations (state, federal or private), intended for specific purposes.
- **Revolving funds** – money received by the district to pay for a specific activity, for example, day care.

The table below shows expenditure from all sources in the last five years.

	<b>FY13</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>
By School Committee	\$27,055,807	\$26,925,830	\$26,878,984	\$27,045,264	\$27,917,236
By Town (In-kind)*	\$8,470,855	\$8,072,531	\$8,058,037	\$7,932,366	\$8,355,193
From Revolving funds and grants	\$5,388,606	\$5,169,137	\$5,446,532	\$5,050,477	\$5,268,695
<b>Total Expenditure</b>	<b>\$40,915,268</b>	<b>\$40,167,498</b>	<b>\$40,383,553</b>	<b>\$40,028,108</b>	<b>\$41,541,125</b>

**General Fund Expenditure**

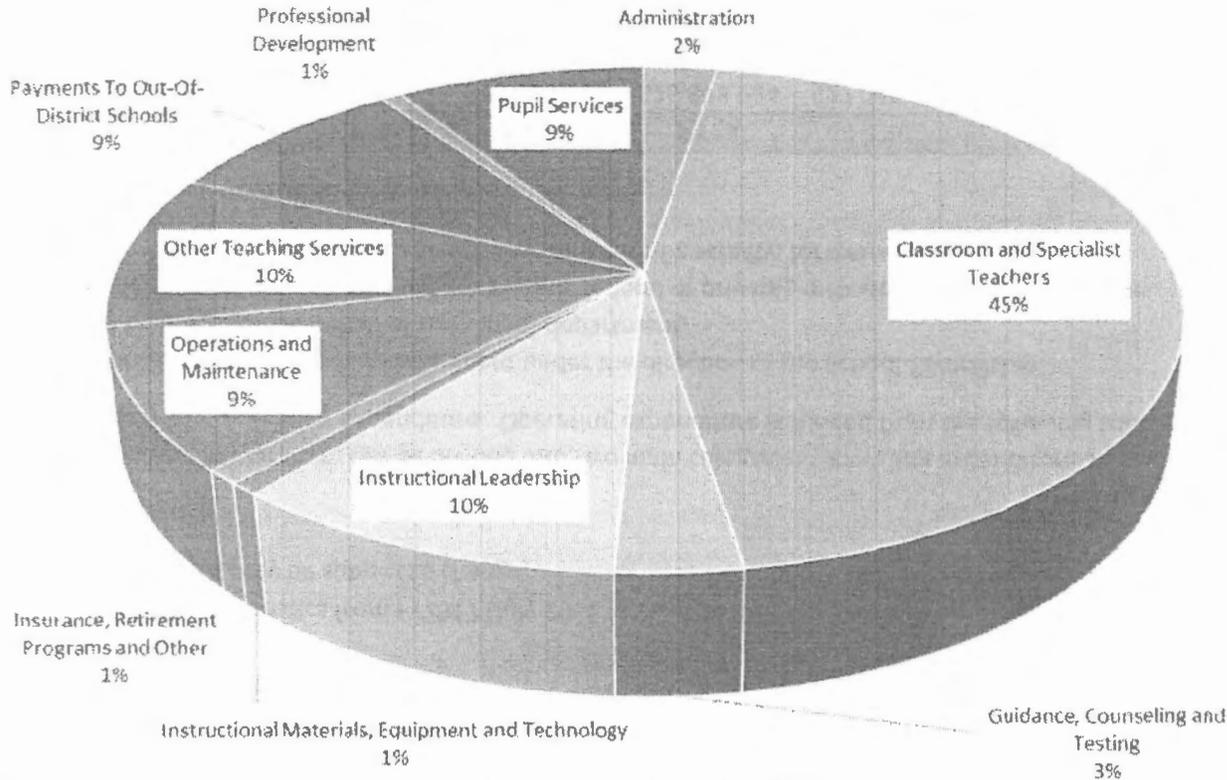
The 2017 budget saw an increase of \$817,928 from the 2016 budget. While this was the biggest increase in the last five years it was still below what was initially requested by the School Committee. To deliver this budget we would have to make a net reduction in positions in order to deliver a budget reduction of around \$600,000.

Part of that reduction was to be delivered through identifying planned expenditure within the operating budget which could properly be submitted as a request for funding through the Town's available 'free cash' at the 2016 Fall Town Meeting.

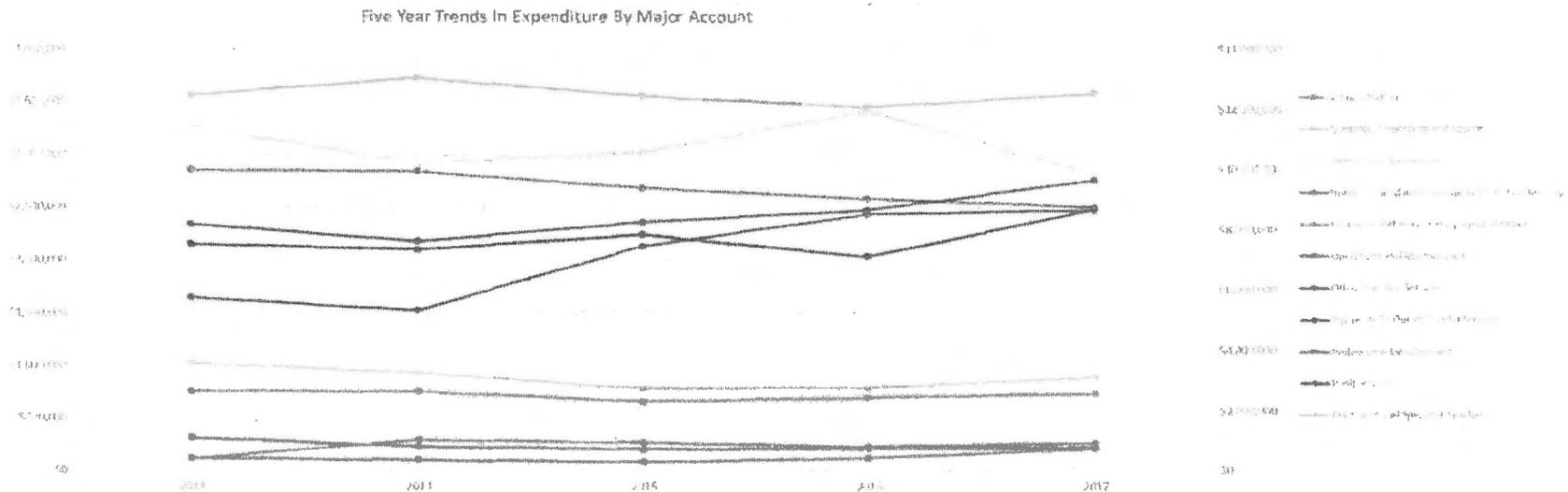
We also committed to the combining of our transportation maintenance services with the Municipal Maintenance department, the closure of the West Academy and the redesign of the Cooperative School Program.

The chart below shows how expenditure from the General Fund was spent by Major Account in FY2017. The largest portion of our expenditure was on our teachers. Pupil services, Payments to Out of District schools, Other Teaching Services, Operation and Maintenance and Instructional Leadership all account for a similar portion of the budget and combined account for around 46%.

**2017 General Fund Expenditure By Major Account**



Overall there was a 3.22% increase in LEA expenditure from FY2016 to FY2017. This chart below shows how expenditure in each major account has changed in recent years. Classroom teachers are shown using the secondary y-axis on the right (all others use the axis on the left).



The section below provides a summary of the trends in each Major Account. In summary, from 2016 to 2017, there were notable increases in transportation (pupil services), teacher pay, guidance and counselling, and 'other teaching services', this was paid for through the overall increase and reductions in instructional leadership, operations and maintenance and only a very small increase (less than \$10,000) in Instructional Materials.

**Administration:** There was a small increase in this area. The primary reasons for this increase were in legal services and in district wide information management and technology. Legal services costs increased due to the ongoing contract negotiations and a number of employee disputes. District wide information expenditure increased as expenditure was reclassified from '4400 Networking & Telecommunications' (operations and maintenance) to '1450 District wide Information Management and Technology' (administration), so there was a corresponding reduction in operations and maintenance.

**Classroom and Specialist Teachers:** Increased by 3.9%, this was in part due to the contractual salary increases. This was the final year of the prior Unit A contract which gave teachers a 2% increase split over a 1% increase at the start of the year and a 1% increase on day 91, which equates to slightly over 1.5%. The rest of the increase is due to step and lane increases for individual staff members as there had been a net

reduction in the number of instructional staff from October 2015 (FY16) to October 2016 (FY17). There was also a reallocation of some expenditure from Instructional Leadership (see below).

Guidance, Counselling and Testing: We had a net increase in the number of guidance staff / social workers in the district responding to the social and emotional needs of students (one of these had been hired in 2016 but this was their first full year).

Instructional Leadership: This includes all the costs related to Principals and their offices (including clerical salaries) as well as district instructional leadership in Curriculum and Special Education. There was a significant reduction in expenditure in this area. This was due a number of reasons, including the reduction of leadership positions at the Middle School and Decas, and the use of Title 1 grant to offset salaries of instructional leaders at Minot and Decas. There was also a central administrator position which cut early in FY2016 and a technology coordinator role which was refocused to more exclusively provide teacher professional development. Changes to the High School department chair positions, with new hires also helped to reduce costs. About \$80,000 of the reduction in Instructional Leadership (and corresponding increase in Teacher pay), was due to reallocation of expenditure between these categories – this was time of department chairs at the High School, where, although they are teaching the time had been included in their ‘department chair’ category, this was corrected in 2017.

Instructional Materials, Equipment and Technology: There was small increase of around 4% in this category, although despite this, since 2013 there has been a reduction of almost \$100,000. However, not reflected here are funds made available by Fall 2016 Town Meeting vote from the Town’s ‘free cash’ which provided an additional \$75,000 for instructional materials (including classroom technology such as Chromebooks).

Insurance, Retirement Programs and Other: This a relatively small part of the overall budget. Around 40-50% of this expenditure is on the lease of copiers. Recently this category has also included ‘employee separation costs’ following a chart of accounts change by the DESE. This category also includes Health Insurance for Food Service employees, which the school is responsible for following a finding by the State Office of Food and Nutrition Programs. Apart from this expenditure, almost all of school related insurance and retirement costs are paid by the Town and included in our ‘in-kind’ funding.

Operations and Maintenance: This is a significant proportion of our budget at 9% and is one of the few areas which has seen a consistent reduction in the previous five years. This category includes all building and equipment maintenance, technology infrastructure (though not software) and custodian salaries and supplies. Approximately \$186,000 of savings have been made since 2013 in buildings that are no longer in use, particularly the East and West Wareham schools. Also as with the reduction in expenditure in Instructional Materials, the impact of the reduction in this category is ameliorated by the funding through the Town’s free cash of building projects of \$120,000.

Other Teaching Services: This category includes medical and therapeutic services, paraprofessionals and substitutes. In 2017, over 40% of this category expenditure was on paraprofessionals, the vast majority of whom are in special education services. This area of expenditure

has grown significantly since 2013, this is in part due to the addition of net six paraprofessional FTE and contractual salary increases. However, over 40% of the increase in the general fund expenditure on paraprofessionals is due to a reduction in the availability of grant funds for paraprofessional salaries.

Payments to Out of District Schools: There was a relatively small increase in Out of District payments from 2016 to 2017. However, this came on the back of 48% of growth from 2013 to 2016. The relatively small increase in expenditure in this category seems to have come from a reduction in the average cost per student, as the actual number of students increased (based on the October 1<sup>st</sup> SIMS report).

Professional Development: The increase in expenditure on Professional Development was a positive trend and underlined the districts' emphasis on improving staff capabilities through training. Unfortunately, however, the increase in the general fund was largely offset by a reduction in grant expenditure on professional development.

Pupil Services: This major account has three main components: Athletics Services (10%), Medical Services (15%), Transportation (75%). There has been a modest increase in Medical Services, reflecting an increase in the number of medically fragile students requiring medical support. However, by far, the largest increase was in transportation. Some of this was anticipated. A new bus driver contract resolved a long standing discrepancy between pay for Wareham bus drivers and bus drivers in nearby communities and private vendors. This led to a significant increase in the overall salary budget. Resolving this discrepancy, it was hoped, would improve driver recruitment and reduce the district's dependency (and expenditure) on outside contractors to provide pupil transportation. Unfortunately, our expenditure on transportation contracted services increased considerably, reflecting a number of factors – recruitment not improving as quickly as hoped, increased per pupil cost of transportation and a higher number of pupils requiring transportation.

### **In Kind Expenditure**

In kind expenditure is for costs which are more practically managed and paid for at the Town level rather than being managed by the Town and School departments separately. These costs are budgeted at the Town level, however, at the end of the year (normally in the second half of August) Town and School Department officials determine the School department's 'share' of the final costs. That work is currently underway for 2017.

The categories included in – kind expenditure and the 2016 totals are listed below.

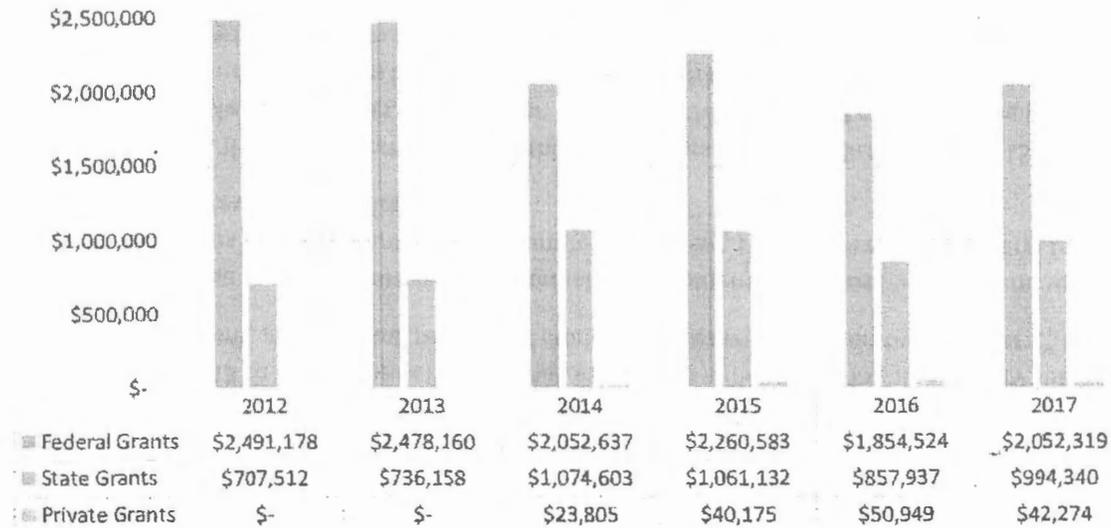
Category	2016 Amount (\$)
1. Administration Costs	\$275,451
2. Maintenance (snow and ice)	\$5,000
3. Plymouth County Retirement costs	\$1,346,116

4. Health and Dental Insurance for Active Employees	\$3,724,663
5. Retired Teachers' Health Insurance	\$1,403,552
6. Plymouth Country Retired Employee Health Insurance	\$245,223
7. Medicare	\$323,046
8. Unemployment Benefits	\$62,182
9. Worker's Compensation	\$285,783
10. Liability Insurance	\$122,817
11. Legal Services	\$50,861

7,844,694

### Grants

There are three types of grants we receive: state grants, federal grants and private grants. The chart below shows how revenue from these sources has changed in recent years.



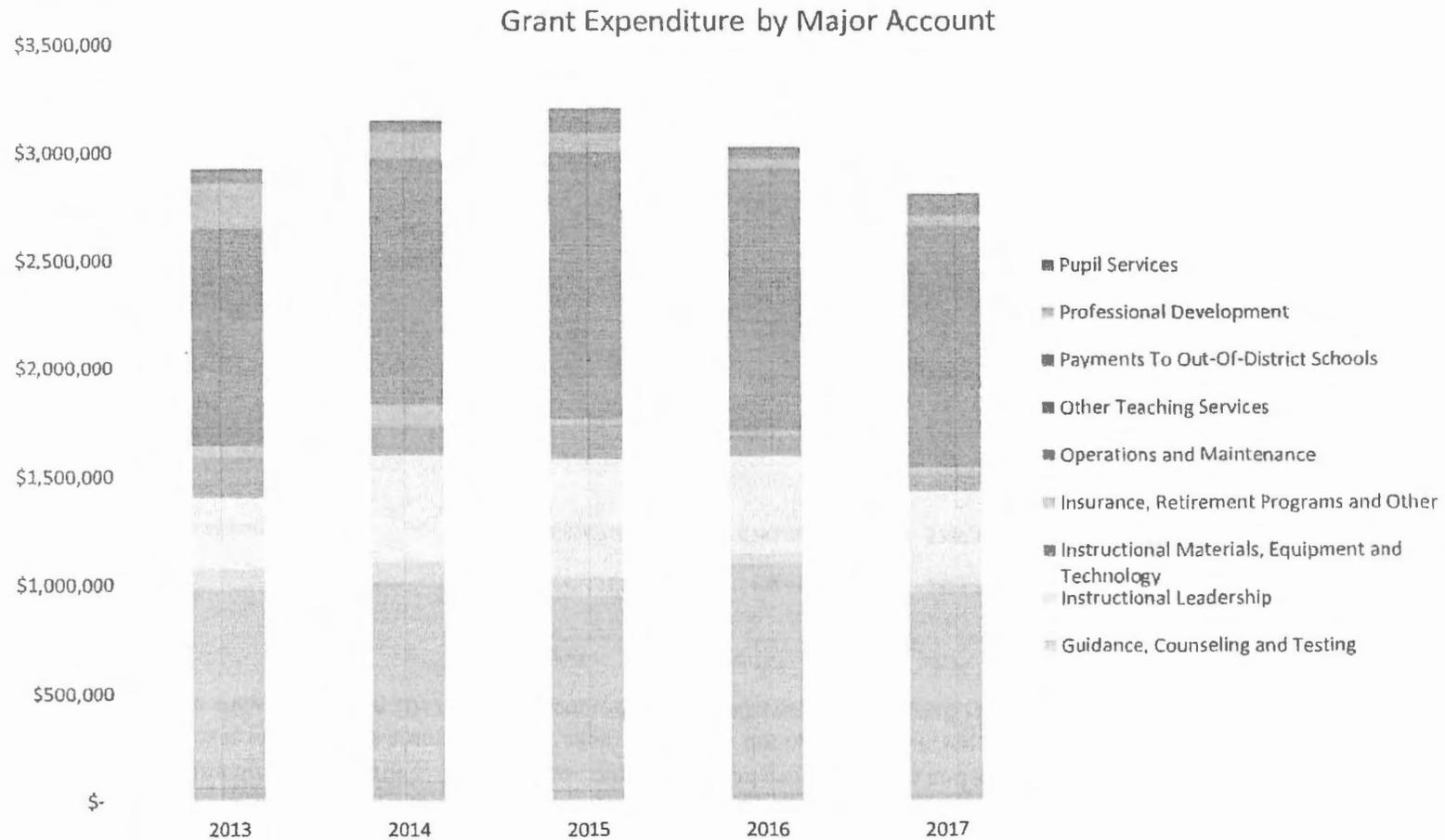
3,088,933

There was an overall increase in grant funding from 2016 to 2017 of around \$325,000. Circuit Breaker was one fund where we saw a significant increase. The Circuit Breaker revenue increased due to an improved claim process overseen by the Director of Student Services and increased expenditure in the previous year (circuit breaker revenue is based on how much we spend in the previous year, see Annex A for an overview of the circuit breaker fund). Although the grant award for SPED grant (240 IDEA) only increased by around \$7,000 we show a higher increase in revenue because of the timing of revenue. This is a grant which is spread over two years and a larger portion was received in 2017. There was actually a small decrease in the Title 1 grant, however, again due to the timing of revenue, we received more in 2017 than in 2016. The largest grants we receive are shown below, in 2017 these accounted for over 80% of our total grant revenue.

Account Fund Code	Grant title	Trend	2013	2014	2015	2016	2017	Purpose
1800	Circuit Breaker		\$454,765	\$735,807	\$700,935	\$601,775	\$863,228	Out of district tuition payments (see below for further information).
1905	(240) IDEA Sped Allocation		\$854,716	\$581,319	\$799,098	\$562,412	\$787,302	Within the articulated priorities of the Federal Office of Special Education Programs, the purpose of this grant program is to provide funds to ensure that eligible students with disabilities receive a free and appropriate public education that includes special education and related services designed to meet their individual needs. The bulk of the grant goes to salaries.
1909	Title I (305)		\$502,342	\$550,875	\$594,325	\$514,850	\$598,641	The primary purpose of the Title I grant is to hire highly qualified teachers to help improve literacy and math skills among low income students. It is also used for paraprofessional support for Title I students, testing and assessment costs for accurate diagnosis of student skills, and family engagement and after school services through beyond school time.
1968	(647) 21st Century Community Learning Centers (CARE) School Year		\$ -	\$ -	\$237,724	\$132,731	\$190,036	To support 21st Century Community Learning Centers (CARE) - Students w/Disabilities Afterschool/Summer programs - SPED Instructional/Para's/Prof Devel. To compliment school-day prog, advance achievement, provide opportunities to socialize with peers.
1902	(140) Title IIA Improving Educator Quality		\$178,311	\$155,647	\$120,664	\$211,194	\$150,108	The Purpose of Title IIA is to use funds flexibly and creatively to address challenges to teacher quality and professional development. The District used these funds to pay a portion of those teacher salaries that are providing high-quality professional development to our staff.

The following chart shows how grant expenditure has changed over the last few years. While the previous figures showed changes in revenue, which are susceptible to timing of state payments etc, expenditure is a better gauge of when the funds were needed and used. This showed a reduction in grant expenditure of around \$200,000 from FY2016 to FY2017. As well as small decreases in lots of grants, the main areas where

we saw a reduction in overall expenditure was in some of the CARE grants and in the full day kindergarten which was cut in the State Governor’s budget last year. We saw an increase in Circuit Breaker expenditure (on out of district tuition) of around \$50,000. Relatively unchanged in recent years has been the focus of grant expenditure: 1. Teacher salaries (including extra hours for additional work) 2. Out of district tuition (all from circuit breaker). 3. Other teaching services (including paraprofessionals) and 4. Instructional Leadership.



**Revolving Accounts**

In Revolving Funds expenditure should be covered by revenue and so money ‘revolves’ in and out of the account. For example, we receive fees for providing transportation for field trips and then those fees pay for the driver and fuel costs. All the revolving accounts and expenditure for the last few years are listed below. The three largest funds are:

**Transportation:** Income to the transportation revolving account comes from fees for transportation services from clubs, athletics and third party use, it also includes the ‘Mckinney-Vento’ funding we receive from the state for transporting students in and out of the district. (The McKinney-Vento Homeless Education Assistance Act provides for ensuring equal access to public education for homeless children). In 2017 this fund was used to pay for Homeless transportation and for the services for which funds were received.

**School Choice:** The school choice program allows parents to send their children to schools in communities other than the city or town in which they reside. Tuition is paid by the sending district to the receiving district. School choice revenue is the funds we receive for those students coming into Wareham from other districts. These funds are for educational related expenditure. In 2017, these funds were used to contribute toward costs related to the Cooperative School PM2 program and also paid for the School Resource Officer.

**Extended Care:** The Beyond School Time Extended Day Program provides supervised care for children by experienced staff. This fund is used to pay for payroll, professional development, supplies and field trips. This fund was previously included within 2029 Office of Beyond School Time After School Programs – however, as the extended day program developed and grew and the after school programs became more distinguishable from the day care program the funds were separated. The Extended Day program has grown significantly in recent years.

7	Fund Name	2013	2014	2015	2016	2017
2022	School Choice	\$324,678	\$119,328	\$327,788	\$105,683	\$275,299
2004	Transportation	\$91,626	\$155,583	\$244,144	\$193,389	\$170,542
2005	Athletic Receipts	\$70,634	\$69,914	\$83,488	\$81,895	\$77,517
2027	West Academy Tuition	\$101,737	\$79,164	\$69,998	\$113,689	\$0
2021	State Wards	\$40,395	\$56,672	\$56,586	\$56,628	\$60,018
2034	Extended Care	\$0	\$0	\$0	\$123,503	\$143,452
2012	Gift-Makepeace	\$12,737	\$82,375	\$14,310	\$38,408	\$33,550
2033	Gift Tennis Courts	\$0	\$0	\$0	\$20,141	\$137,733
2028	Preschool Tuition	\$0	\$0	\$0	\$85,876	\$70,713
2002	School Property	\$64,565	\$31,629	\$23,994	\$18,824	\$14,688
2008	Gift-High	\$19,317	\$28,066	\$16,289	\$13,617	\$51,602
2017	Drivers Ed.	\$24,347	\$27,722	\$25,236	\$15,277	\$23,630

2018	Full Day Kindergarten	\$97,691	\$0	\$0	\$0	\$0
2006	Gift-System	\$58,368	\$27,166	\$1,752	\$4,142	\$4,079
	Office of Beyond School Time After School					
2029	Programs	\$4,390	\$1,232	\$75,213	\$8,914	\$2,430
2001	Summer School	\$15,285	\$12,838	\$13,825	\$24,460	\$16,319
2007	Gift-Decas	\$4,637	\$30,346	\$0	\$14,003	\$18,615
2016	PM2 Program fees	\$27,454	\$5,757	\$0	\$669	\$1,292
2010	Gift-Minot	\$4,290	\$2,259	\$3,577	\$5,836	\$10,714
2020	Insurance	\$11,201	\$1,643	\$5,852	\$7,330	\$0
2019	Asbestos	\$2,269	\$0	\$16,769	\$0	\$1,325
2003	Lost Books / Technology	\$2,723	\$6,006	\$7,235	\$2,506	\$329
2023	Keyspan	\$4,543	\$205	\$5,211	\$1,850	\$0
2015	Gift-GED	\$8,867	\$1,100	\$0	\$170	\$0
2011	Gift-East/Hammond	\$389	\$1,080	\$127	\$7,778	\$0
2030	Memorial Fund for Melissa Drake	\$0	\$0	\$0	\$675	\$6,896
	After School Programs-SouthCoast	\$1,647	\$0	\$0	\$0	\$0
2032	Gift-Middle School	\$0	\$0	\$0	\$2,066	\$2,388
2009	Gift-Decas	\$534	\$200	\$0	\$0	\$326
2035	Go Fund Me	\$0	\$0	\$0	\$0	\$500
2024	Misc. Grant	\$23	\$0	\$0	\$0	\$0
1	General Fund Operating Budget	\$0	\$0	\$0	\$0	\$0
2013	Gift-CSL	\$0	\$0	\$0	\$0	\$0
2014	Gift- H.S. Historical Tours	\$0	\$0	\$0	\$0	\$0
2025	Jordan Fundamental	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>		<b>\$994,346</b>	<b>\$740,284</b>	<b>\$991,395</b>	<b>\$947,327</b>	<b>\$1,123,957</b>

#### Other funding sources

There are two further categories of expenditure which are important to the School District. Articles approved at Town Meeting to allocate funds from the Town's 'Free Cash' (that is unappropriated funds once the Town's accounts have been audited) and articles approved at Town Meeting to allow the Town Treasurer to borrow funds for school purposes.

Fund	Code	Title	2017
<b>Town Article Funds</b>			
	9256	ART 2 FTM 10/15 Decas PA System Replacement	\$ 61,592
	9277	Fall 2016 Town Mtg - HVAC repairs, instructional equipment and furniture and fittings replacement	\$ 78,058
	9278	Fall 2016 Town Mtg Transportation Replacement of Motor Vehicles (school buses)	\$ 160,000
		<b>Town Article Funds Total</b>	<b>\$ 299,650</b>
<b>Capital Projects</b>			
	4032	Art 16 STM Minot Building Feasibility Study (MSBA)	\$ 387
	4033	Decas Roof and Boiler Replacement (MSBA)	\$1,688,972
		<b>Capital Projects Total</b>	<b>\$1,689,360</b>

This year both the Decas PA system project and the Decas Roof and Boiler Replacement projects reached substantial completion. We have recently begun expenditure on the Minot Forest Building Project and expenditure will start to increase now that the 'Owner's Project Manager' has been hired and work is underway to hire a designer/architect.

## **Annex A : Circuit Breaker Summary (Extract from DESE state A Primer on Financial Aspects of Special Education)**

### **Circuit Breaker Program**

The state special education reimbursement program, commonly known as the circuit breaker program, was started in FY04 to provide additional state funding to districts for high-cost special education students. In FY08 approximately \$200 million was paid to districts under this program.

The threshold for eligibility is tied to four times the state average foundation budget per pupil as calculated under the chapter 70 program, with the state paying 75 percent of the costs above that threshold. In FY08, the state average foundation budget per pupil was \$8852, so if a special education student cost a district \$50,000, the district's eligible reimbursement for that student would be  $(\$50,000 - (4 * \$8852)) * .75 = \$10,944$ .

For children placed in a school district outside their home town by the Department of Transitional Assistance or the Department of Children and Families, and for children who have no parents or guardians in the commonwealth, the reimbursement is 100 percent above the threshold rather than 75 percent. (The Department of Children and Families is the new name for the Department of Social Services.)

Circuit breaker reimbursements are for the district's prior year's expenses. Each summer, districts submit claim forms to ESE listing the types and amounts of special education instructional services provided to each student during the previous fiscal year. Administrative and overhead costs are not reimbursable. Standard rates for each type of service are established annually by ESE based on statewide surveys and are used to calculate the reimbursable cost for each student; this simplifies the claim process and minimizes the documentation which needs to be submitted. For students attending private 766 schools, the eligible cost for reimbursement is based on the approved tuition rate set by the state's Operational Services Division.

Payments are made to districts on a quarterly basis. Because the program is subject to appropriation, the first quarter's payments are usually calculated using an interim reimbursement rate of less than 75 percent. After all the claim forms have been received and reviewed, and ESE verifies that there are sufficient appropriations to pay all claims, the reimbursements are recalculated using the full 75 percent rate. The program has been fully funded every year since FY05, its second year of operation.

In addition to the regular circuit breaker reimbursements, the "extraordinary relief" program provides up to \$5 million to help districts experiencing a significant increase in their special education costs. Under this program, districts may file an additional claim form in February for the current year's estimated expenses. If the expenses have increased by 25 percent or more over the prior fiscal year, then the district will be eligible for an additional extraordinary relief payment to help fund the increase.

Circuit breaker claims are audited by ESE, and adjustments are made to future payments in the event of disallowed costs. The single biggest reason for costs being disallowed is that the services have not been clearly documented on the student's IEP. Only services that are required by the IEP are eligible for reimbursement.

Circuit breaker reimbursements should be deposited into a special education reimbursement account. These funds may be expended by the school committee in the year received or in the following fiscal year for any special education- related purposes, without further appropriation. As with all special revenues, the appropriating authority can and should consider the projected reimbursements for the following fiscal year when deliberating on the school district's general fund budget.

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**

FOR THE YEAR ENDED JUNE 30, 2016

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal CFDA Number	Pass-Through Entity Identifying Number	Amount Passed Through to Sub-Recipients	Expenditures
<b>CHILD NUTRITION CLUSTER:</b>				
U.S. DEPARTMENT OF AGRICULTURE:				
<u>Passed through Massachusetts Department of Elementary and Secondary Education:</u>				
Non-Cash Assistance (Commodities):				
National School Lunch Program.....	10.555	12-310	\$ -	\$ 98,375
Cash Assistance:				
National School Lunch Program.....	10.555	12-310	-	674,876
Total National School Lunch Program.....			-	773,251
Cash Assistance:				
School Breakfast Program.....	10.553	12-310	-	345,712
TOTAL CHILD NUTRITION CLUSTER.....			-	1,118,963
<b>SPECIAL EDUCATION CLUSTER:</b>				
U.S. DEPARTMENT OF EDUCATION:				
<u>Passed through Massachusetts Department of Elementary and Secondary Education:</u>				
Special Education Grants to States (IDEA, Part B).....	84.027	240-206-6-0310	-	616,136
Special Education Grants to States (IDEA, Part B).....	84.027	240-130-5-0310	-	48,504
Special Education Grants to States (IDEA, Part B).....	84.027	274-123-6-0310	-	29,399
Special Education Grants to States (IDEA, Part B).....	84.027	274-071-5-0310	-	7,097
Special Education Grants to States (IDEA, Part B).....	84.027	245-014-6-0310	-	29,420
Total Special Education Grants to States (IDEA, Part B).....			-	730,556
<u>Passed through Massachusetts Department of Elementary and Secondary Education:</u>				
Special Education Preschool Grants (IDEA, Preschool).....	84.173	298-653-6-0310	-	3,000
<u>Passed through Massachusetts Department of Early Education and Care:</u>				
Special Education Preschool Grants (IDEA, Preschool).....	84.173	26216WAREHAMPUBLPAY	-	16,612
Special Education Preschool Grants (IDEA, Preschool).....	84.173	26215WAREHAMPUBLPAY	-	357
Total Special Education Preschool Grants (IDEA, Preschool).....			-	19,969
TOTAL SPECIAL EDUCATION CLUSTER.....			-	750,525
<b>OTHER PROGRAMS:</b>				
U.S. DEPARTMENT OF JUSTICE:				
<u>Direct Award:</u>				
Bulletproof Vest Partnership Program.....	16.607	N/A	-	11,322
<b>PASS-THROUGH PROGRAMS:</b>				
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT:				
<u>Passed through Massachusetts Department of Housing and Community Development:</u>				
Community Development Block Grants/Entitlement Grants.....	14.218	15 ME 129	-	112,946
Community Development Block Grants/Entitlement Grants.....	14.218	14 ME 116	-	302,002
Community Development Block Grants/Entitlement Grants.....	14.218	13 ME 110	-	81,048
Total Community Development Block Grants/Entitlement Grants.....			-	495,996
U.S. DEPARTMENT OF THE INTERIOR:				
<u>Passed through the Massachusetts Department of Fish, Wild Life and Environmental Law Enforcement:</u>				
Clean Vessel Act.....	15.616	TOWNOFWAREHAMCVA2016	-	15,286
Clean Vessel Act.....	15.616	TOWNOFWAREHAMCVA2015	-	1,190
Total Clean Vessel Act.....			-	16,476
U.S. DEPARTMENT OF JUSTICE:				
<u>Passed through Executive Office of Public Safety:</u>				
Edward Byrne Memorial Justice Assistance Grant Program.....	16.738	2009-G5631-MA-SB	-	208
U.S. DEPARTMENT OF TRANSPORTATION:				
<u>Passed through the Highway Safety Bureau:</u>				
National Priority Safety Programs.....	20.616	2013OTENF2017	-	2,191
<u>Passed through the Massachusetts Emergency Management Agency:</u>				
Interagency Hazardous Materials Public Sector Training and Planning Grants.....	20.703	FY16HMEP1600000WAREH	-	1,999
TOTAL U.S. DEPARTMENT OF TRANSPORTATION.....			-	4,190
NATIONAL ENDOWMENT FOR THE HUMANITIES				
<u>Passed through Massachusetts Board of Library Commissioners:</u>				
Library Services and Technology Act Special Mini-Grant Program.....	45.310	12WAREHMTWEENSTEENS	-	63

U.S. DEPARTMENT OF EDUCATION:

Passed through Massachusetts Department of Elementary and Secondary

Education:

Title 1 Grants to Local Educational Agencies.....	84.010	305-070312-2016-0310	-	542,049
Title 1 Grants to Local Educational Agencies.....	84.010	305-047437-2015-0310	-	35,557
Total Title 1 Grants to Local Educational Agencies.....			-	577,606
MassGrad Promising Practices Implementation Grant.....	84.010	320-158-6-0310		41,090
District and School Assistance Grant.....	84.010	323-059-6-0310	-	19,415
District and School Assistance Grant.....	84.010	323-020-5-0310	-	243
Total District and School Assistance Grant.....			-	19,658
Twenty-First Century Community Learning Centers.....	84.287	647-015-6-0310	-	395,499
Improving Teacher Quality State Grants.....	84.367	140-086939-2016-0310	-	164,075
Improving Teacher Quality State Grants.....	84.367	140-067590-2015-0310	-	19,946
Total Improving Teacher Quality State Grant.....			-	184,021
ARRA - Race to the Top.....	84.395	201-045633-2015-0310	-	4,511

Passed through Massachusetts Department of Career, Technical, and Adult

Education:

Career and Technical Education - Basic Grants to States.....	84.048	400-050-6-0310	-	17,269
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TOTAL U.S. DEPARTMENT OF EDUCATION.....			-	1,239,654
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U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES

Passed through Massachusetts Rehabilitation Commission:

Social Security Disability Insurance.....	96.001	16MRCDDS00000000MER2	-	880
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U.S. DEPARTMENT OF HOMELAND SECURITY:

Passed through the Massachusetts Emergency Management Agency:

Disaster Grants - Public Assistance (Presidentially Declared Disasters)	97.036	CTFEMA4214WAREA00817	-	13,561
Disaster Grants - Public Assistance (Presidentially Declared Disasters)	97.036	CTFEMA4097WAREH00054	-	7,996
Total Disaster Grants - Public Assistance (Presidentially Declared Disasters).....			-	21,557

Emergency Management Performance Grants.....	97.042	FY16EMPG1500000WAREH	-	4,960
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TOTAL U.S. DEPARTMENT OF HOMELAND SECURITY.....			-	26,517
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TOTAL.....			\$ -	\$ 3,664,794
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See notes to schedule of expenditures of federal awards.

**APPENDIX 9**

**MINOT FOREST BUILDING**

**PROJECT DOCUMENTS**

## **The Minot Forest Elementary School Project**

### **Brief Recap and Project History**

The Minot Forest Elementary School was one of two large elementary schools in Wareham, originally built for students up to grade 6. Over the years and with different configurations, students who resided in Prek-5 on the East side of town went to the Minot Forest/Ethel E. Hammond/ East Wareham Schools. Students who resided K-5 on the West side of town went to the John W. Decas Elementary School.

Budget cuts closed the Ethel E. Hammond and East Wareham Schools. Due to space needs, the fifth grade classes were relocated to Wareham Middle School for September, 2013. Due to equity issues with class sizes, the district reconfigured both elementary schools for September 2014 and, based on capacity, the John W. Decas Elementary School became a district school for K-2 and the Minot Forest Elementary School became a district school for preschool, grades 3 and 4.

During the summer of 2016 the four, thirty year old portable classrooms that were attached to Minot Forest Elementary School had to be demolished due to severe deterioration and mold. This resulted in a loss of space for Art, Music, and additional special education classes, as well as restricting the ability of the district to provide space for community sports and services. One of the gymnasiums has been assigned as the music room and to store all the art materials and desks for the teachers. This has resulted in a loss of a gymnasium that was used after school by various leagues in the community. When assemblies are scheduled, they are held in the one remaining gymnasium, however, that does not allow physical education classes to be held during that time. Since the cafeteria is not large enough to hold an entire grade level, the gym has to be used. In the winter or on cold rainy days, PE has to be held in the classroom if we have a special event. The art teacher has to travel to each classroom on a cart which limits the projects she can teach. To accommodate the loss of special education classrooms, the library has been changed and three special education teachers are assigned there with tables to work with students.

In light of the age of the building (51 years old), the lack of vital space, the insufficient electrical components, cold/drafty windows, inefficient heating, poorly functioning elevator the SOI to MSBA was submitted. As a result of a collaborative analysis with the MSBA of enrollment needs for the proposed project, the Town of Wareham acknowledges and agrees that the design of preliminary options which may be evaluated as part of the feasibility study for the proposed project shall be based on the following enrollments:

- District-wide grades 3-4 with an enrollment of 405 students; and
- District-wide grades K-4 with an enrollment of 1,020 students plus the District-wide pre-kindergarten program.

### **The Design and MSBA Process**

At the February 15, 2017 Board of Directors meeting, the MSBA Board voted to issue an invitation to the Owner to conduct a feasibility study for this Statement of Interest to identify and study possible solutions and, through a collaborative process with the MSBA, reach a mutually agreed upon solution. The MSBA has not approved a Project and the results of this feasibility study may or may not result in a Project approved by the MSBA. It is anticipated that the feasibility study will review the problems identified in the Statement of Interest at the Minot Forest Elementary School.

The Feasibility Study shall include a study of all alternatives and contain all information required by 963 CMR 2.10(8) (MSBA Regulations) and any other applicable rules, regulations, policies, guidelines and directives of the Authority, including, but not limited to, a final design program, space summary, budget statement for educational objectives, and a proposed total project budget. The Schematic Design shall include, but not be limited to, the information required by the Authority's Feasibility Study Guidelines, including, but not limited to, a site

development plan, environmental assessment, geotechnical assessment, geotechnical analysis, code analysis, utility analysis, schematic building floor plans, schematic exterior building elevations, narrative building systems descriptions, NE-CHPS or LEED-S scorecard, outline specifications, cost estimates, project schedule and proposed total project budget.

Project objectives under consideration by the Owner will include:

- Understanding and incorporating the District's educational program and goals into the Project design and construction.
- Consideration of the District's enrollment needs and possible grade configurations. Experience with the study of multiple enrollment options and grade configurations as part of the Feasibility Study phase of the design.
- Identification of community concerns that may impact study options and engaging the community to build support for the project.
- Identification of specific milestone requirements and/or constraints of the District – e.g. Town votes, swing space, occupancy issues.
- Consideration of energy efficiency factors, including NE Collaborative for High Performance Schools (NE-CHPS) criteria or US Green Building Council's LEED for Schools Rating System (LEED-S); including cost benefit analysis for all credible options.
- Identifying life cycle costs of operating the School as it relates to future operational budgets and preparing a design which will minimize the operational costs of the building.
- Exploring the appropriateness of CM-at-Risk vs. Design-Bid-Build Delivery Methods, as both are being considered for this project.
- Identification of school spaces that can be used to meet community needs.
- The building will remain occupied for the duration of the project. The building operates as an elementary school from approximately 7:00 AM to 5:00 PM (including after-school sports and activities), as well as a community resource for classroom and field/gym rentals until approximately 10:00 PM.
- The building and most of its systems are approximately 50 years of age and have been determined to be past their recommended useful life. The current learning spaces are inadequate, lacking proper natural light and HVAC systems.
- Delivering a school facility that will most cost-effectively address the needs of the school system, the students, and the community at large. This process will include evaluating all feasible options for enrollments, grade configurations, and locations of the Project.
- Creation of school facilities appropriate for shared use for non-school and community events.
- Ensuring public participation and input in all applicable phases of the Project, including the Feasibility Study.
- Analysis of multiple potential school sites.
- Establishing a design schedule that strictly adheres to the Project Schedule including milestones and/or constraints on the process.
- Designing to the project budget for construction cost.
- Obtaining all required approvals.
- Conducting facilities condition assessments of both the John W. Decas Elementary School and Minot Forest Elementary School – necessary because one of the enrollment options includes the students currently attending each of the two schools.
- Qualifications and past performance of educational programming consultant (in-house staff or subconsultant), with particular consideration given to experience with elementary school education.

- Experience with projects similar to the Minot Forest Elementary School.
- Demonstrated success with programming and advancing the owners' interests in a manner that places particular emphasis on the school districts' educational program and related interests expressed by the Districts' Superintendent of Schools, principals, department-heads, and key stake-holders.

### **Where We Stand Today**

The first step in the MSBA process was to bring on your Owner's Project Manager (OPM) which was concluded through the RFQ, RFS and interview process by the Town with PMA Consultants selected on June 12, 2017.

Step two is the selection of an architect team for our project. The Town has issued its Request for Qualifications and received four submissions from interested architectural firms, one of whom has since withdrawn. Under the MSBA process, the Designer Selection Panel (DSP) met and reviewed the three submission on September 26, 2017 and voted to interview all three firms on October 17, 2017 at the conclusion of which, the DSP will vote to select the architectural firm for the project. The three firms are:

- Knight Bagge and Anderson, Inc
- Mount Vernon Group Architects, Inc.
- Turowski 2 Architecture, Inc.

Once on board, the Project Team will proceed through the Feasibility and Schematic Phase Studies in conjunction with the School Building Committee, and through work sessions with key educational staff and school administration to identify the full educational plan for the Minot Project, and the design options to best incorporate the most appropriate delivery of that educational plan to students. There will be many work sessions with the Town's staff and stakeholders and the Project Team will make significant efforts to ensure transparency and outreach to the community as a whole so the Project is accurately and comprehensively understood by the parents, future parents and tax payers of Wareham.

### **Schedule Overview:**

- |  |                                 |
|--|---------------------------------|
| • Designer Selection                                     | October 17, 2017                |
| • Initiate Feasibility Design                            | October 2017                    |
| • Submit the Preliminary Design Plan (Options) to MSBA   | January 2018                    |
| • Submit the Preferred (Option) Schematic Report to MSBA | May 2018                        |
| • Submit Schematic Design to MSBA                        | October 2018                    |
| • MSBA Approve Project Scope and Budget                  | December 2018                   |
| • Town of Wareham Town Election/Vote to Approve Project  | January 2019 – April 2019 (TBD) |



## **APPENDIX 10**

# **MOODY'S – WAREHAM'S CREDIT POSITION DOCUMENTS**

## ISSUER COMMENT

22 September 2017

## RATING

General Obligation (or GO Related) <sup>1</sup>

Aa3 No Outlook

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## Town of Wareham, MA

## Annual Comment on Wareham

## Issuer Profile

The Town of Wareham is located in Plymouth County in southeastern Massachusetts, approximately 60 miles southeast of Boston. The county has a population of 503,681 and a moderate population density of 751 people per square mile. The county's median family income is \$91,720 (1st quartile) and the July 2017 unemployment rate was 4.6% (2nd quartile) <sup>2</sup>. The largest industry sectors that drive the local economy are health services, retail trade, and local government.

## Credit Overview

Wareham's credit position is good, and its Aa3 rating matches the median rating of Aa3 for cities nationwide. The notable credit factors include an exceptionally light debt burden, a moderate pension liability and a healthy socioeconomic profile. It also reflects a solid tax base and a sufficient financial position.

**Debt and Pensions:** The debt burden of the town is negligible and is quite favorable with respect to the assigned rating of Aa3. The net direct debt to full value (0.9%) is slightly lower than the US median, and did not change from 2012 to 2016. On the other hand, Wareham has a moderate pension liability and is slightly weak in relation to town's Aa3 rating. The Moody's-adjusted net pension liability to operating revenues (1.1x) favorably is slightly below the US median.

**Economy and Tax Base:** The economy and tax base of Wareham are very strong and are a modest credit strength when compared to the assigned rating of Aa3. The full value per capita (\$145,034) is materially above the US median, but contracted markedly from 2012 to 2016. Moreover, the median family income equates to a solid 108.7% of the US level. Lastly, the town's total full value (\$3.2 billion) is considerable compared to other Moody's-rated cities nationwide.

**Finances:** Wareham has a sound financial position. That said, it is largely aligned relative to its Aa3 rating. The cash balance as a percent of operating revenues (13.1%) is well beneath the US median, but rose between 2012 and 2016. Moreover, the fund balance as a percent of operating revenues (11.2%) is much weaker than the US median. Massachusetts local governments tend to have financial ratios lower than US medians because they generally derive a majority of revenues from stable property taxes and their financials typically incorporate school operations which are predictable.

**Management and Governance:** Massachusetts cities have an Institutional Framework score <sup>3</sup> of Aa, which is high compared to the nation. Institutional Framework scores measure a sector's legal ability to increase revenues and decrease expenditures. Massachusetts cities

major revenue source, property taxes, are subject to the Proposition 2 1/2 cap which can be overridden with voter approval only. However, the cap of 2.5% still allows for moderate revenue-raising ability. Unpredictable revenue fluctuations tend to be minor, or under 5% annually. Across the sector, fixed and mandated costs are generally greater than 25% of expenditures. However, Massachusetts has public sector unions, which can limit the ability to cut expenditures. Unpredictable expenditure fluctuations tend to be minor, under 5% annually.

### **Sector Trends - Massachusetts Cities**

Massachusetts cities will generally benefit from an expanding state economy. The vibrant expansion throughout the greater Boston region will continue to bolster most of the state, resulting in favorable employment trends relative to the nation as a whole. We expect the operating environment of cities to be favorable due to the growing residential and commercial real estate markets which will boost property tax revenues. However, Massachusetts cities will remain somewhat challenged by relatively low housing affordability and very high costs of doing business.

This publication does not announce a credit rating action. For any credit ratings referenced in this publication, please see the ratings tab on the issuer/entity page on [www.moodys.com](http://www.moodys.com) for the most updated credit rating action information and rating history.

## EXHIBIT 1

Key Indicators <sup>4</sup> <sup>5</sup> Wareham

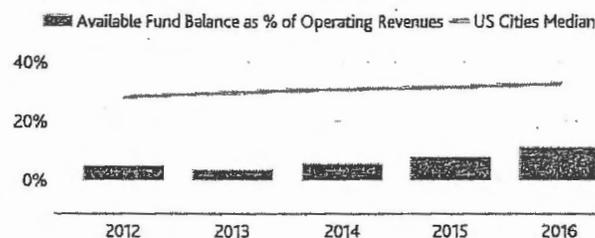
	2012	2013	2014	2015	2016	US Median	Credit Trend
<b>Economy / Tax Base</b>							
Total Full Value	\$3,808M	\$3,542M	\$3,542M	\$3,242M	\$3,242M	\$1,787M	Weakened
Full Value Per Capita	\$173,687	\$160,398	\$159,237	\$145,034	\$145,034	\$88,380	Weakened
Median Family Income (% of US Median)	109%	116%	115%	109%	109%	113%	Stable
<b>Finances</b>							
Available Fund Balance as % of Operating Revenues	4.8%	3.3%	5.5%	7.8%	11.2%	32.5%	Improved
Net Cash Balance as % of Operating Revenues	6.7%	5.3%	6.9%	10.1%	13.1%	35.4%	Improved
<b>Debt / Pensions</b>							
Net Direct Debt / Full Value	1.1%	1.1%	1.0%	0.1%	0.9%	1.2%	Stable
Net Direct Debt / Operating Revenues	0.75x	0.66x	0.56x	0.06x	0.46x	0.93x	Stable
Moody's-adjusted Net Pension Liability (3-yr average) to Full Value	1.4%	1.7%	1.8%	2.2%	2.1%	1.7%	Weakened
Moody's-adjusted Net Pension Liability (3-yr average) to Operating Revenues	0.90x	1.03x	1.03x	1.19x	1.06x	1.46x	Stable

	2012	2013	2014	2015	2016	US Median
<b>Debt and Financial Data</b>						
Population	21,928	22,086	22,247	22,360	N/A	N/A
Available Fund Balance (\$000s)	\$2,817	\$1,988	\$3,460	\$4,733	\$7,152	\$7,221
Net Cash Balance (\$000s)	\$3,900	\$3,172	\$4,396	\$6,112	\$8,345	\$7,930
Operating Revenues (\$000s)	\$58,528	\$59,659	\$63,427	\$60,748	\$63,943	\$21,262
Net Direct Debt (\$000s)	\$43,660	\$39,511	\$35,834	\$3,375	\$29,656	\$18,822
Moody's Adjusted Net Pension Liability (3-yr average) (\$000s)	\$52,482	\$61,449	\$65,525	\$71,988	\$68,021	\$29,896

Source: Moody's Investors Service

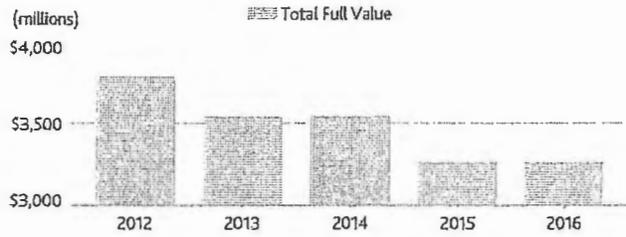
## EXHIBIT 2

Available fund balance as a percent of operating revenues increased from 2012 to 2016



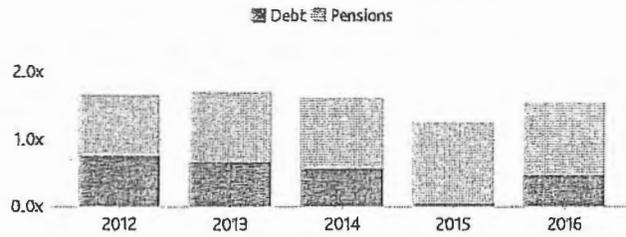
Source: Issuer financial statements; Moody's Investors Service

EXHIBIT 3  
Full value of the property tax base decreased from 2012 to 2016



Source: Issuer financial statements; Government data sources; Offering statements; Moody's Investors Service

EXHIBIT 4  
Moody's-adjusted net pension liability to operating revenues decreased from 2012 to 2016



Source: Issuer financial statements; Government data sources; Offering statements; Moody's Investors Service