



Mendon Massachusetts

*Report*  
*of the*  
**FINANCE COMMITTEE**  
To the Citizens of Mendon  
FISCAL YEAR

**2018**

Finance Committee Supplement  
to  
the  
Annual Town Report





# Mendon Finance Committee

To the Citizens of Mendon

The Mendon Finance Committee has vetted and recommends the enclosed balanced budget for Fiscal Year 2018, which totals \$18,284,926. This represents a 3.9 percent increase in the operational budget over Fiscal year 2017, but a total increase of only 1.3 percent due to a decrease of approximately \$380,000 in debt exclusions.

The budget increase was due primarily to contractual increases, an unavoidable increase in Town Employee health insurance costs of 6.5% and an 11% increase in Worcester County Retirement expenses. On the school side, Mendon's share of the Mendon-Upton Regional School District operational assessment increased approximately 2.6% or \$222,011. Mendon's share of the Blackstone Valley Regional School budget approximately 18% or \$166,000 due to a combination of ever increasing enrollment and additional mandates by the Commonwealth of Massachusetts.

This fiscal year we have been able to add a part-time Administrative Assistant position for Mendon's Senior Citizens at an annual cost of \$18,000. This increase was offset by a savings of approximately \$30,000 in the restructure of Public Safety by eliminating the Public Safety Director in favor of separate Chiefs of Police and Fire. Town revenues increased, in part from \$123,000 in funding from the Town's Solar Projects.

Other changes in the 2018 budget include a \$30,000 increase in spending for road materials and other Highway Department expenses, as well as a restructuring of the Inspectional Services Department to include permitting for the Board of Health, Planning Board, and Zoning.

The Finance Committee recently voted to endorse a Debt Exclusion for the purpose of funding the renovation of the former Fire Station on Main Street into a new Police Station. The cost of the project, projected at approximately Five Million dollars, would be funded by approximately One Million dollars in Community Preservation Historical Funds and a Debt Exclusion of approximately Four Million dollars. The Finance Committee believes now would be an opportune and prudent time to invest in a new Police Station. Mendon has an opportunity to refinance current debt as interest rates remain historically low and the completion of a Mendon Upton School District Debt Exclusion will reduce costs to taxpayers, offsetting an increase due to Police Station construction.

Respectfully Submitted,

**The Mendon Finance Committee**

Mike Merolli, Chair

Brian Guzman, Vice Chair

Willem Angenent, Secretary

Michael Ammendolia

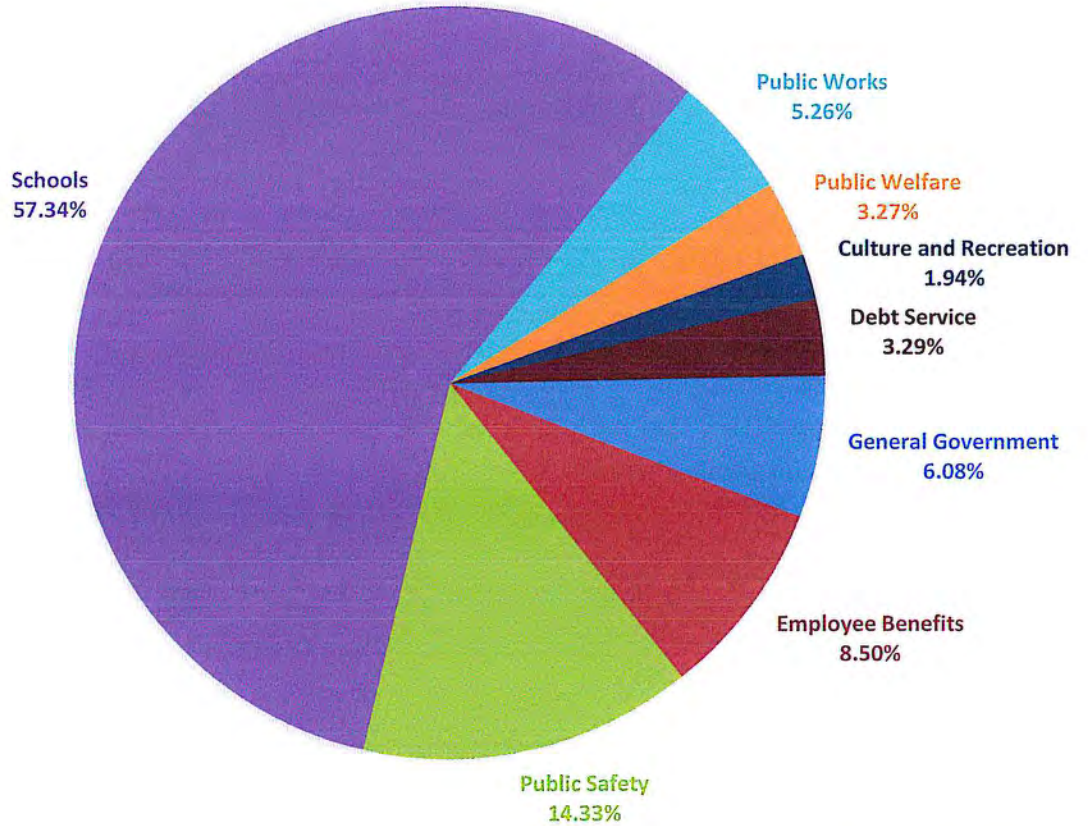
Heather Allcock

Norm Round

Jeanne Davoren, Recording Clerk



**TOWN OF MENDON  
FY18 EXPENDITURE PROJECTION**



General Government	\$1,100,189	6.08%
Employee Benefits	\$1,537,181	8.50%
Public Safety	\$2,592,569	14.33%
Schools	\$10,374,072	57.34%
Public Works	\$950,913	5.26%
Public Welfare	\$591,130	3.27%
Culture and Recreation	\$351,485	1.94%
Debt Service	\$595,031	3.29%
<b>Total Articles and Debt</b>	<b>\$18,092,570</b>	<b>100%</b>
<b>Tie back to Budget (Article 4 + Debt Exclusions):</b>	<b><u>\$18,092,570</u></b>	

**SUMMARY OF FUNDING AND EXPENDITURE RECOMMENDATIONS  
FY 2018**

**Revenue Projections**

FY 2017 Levy Limit	\$	13,753,336
2 1/2% Growth	\$	343,833
New Growth	\$	180,000
Debt Exclusions	\$	1,006,402
State Aid	\$	474,051
Estimated Receipts	\$	2,523,105
Library State Aid	\$	4,200
<b>Revenue Total</b>	<b>\$</b>	<b>18,284,926</b>

**Finance Committee Recommendations**

Article 4	\$	17,086,168
Assessor's Overlay	\$	120,000
Local Aid Assessments (e.g. County Tax)	\$	13,856
Debt Exclusions	\$	1,006,402
Subtotal	\$	18,226,426
Special Articles:		
Cyclical Inspection Program	\$	6,500
Update Valuation	\$	10,000
Police Matching Grants	\$	2,500
Assessor Appellate Tax	\$	2,000
350th Celebration	\$	37,500
Subtotal Special Articles	\$	58,500
<b>Total Recommendations</b>	<b>\$</b>	<b>18,284,926</b>

**Fund Balances (as of 2/02/17)**

Stabilization Balance	\$	<b>854,520</b> <sup>1</sup>
Capital Equipment Balance	\$	<b>303,240</b> <sup>2</sup>
OPEB Balance	\$	-
Land Bank	\$	-
CPA Budgeted Reserve	\$	<b>206,621</b>
CPA Historic	\$	<b>120,454</b>
CPA Open Space	\$	<b>37,403</b>
CPA Affordable Housing	\$	<b>410,103</b>
CPA Administrative	\$	<b>62,216</b>
CPA Fund Balance	\$	<b>281,873</b>
Total Community Preservation Funds	\$	<b>1,118,670</b>

<sup>1</sup> On target of \$890,000 (5% of annual budget of \$16m) per LRFPC guidelines

<sup>2</sup> On target of \$534,000 (3% of annual budget of \$16m) per LRFPC guidelines

LRFPC = Long Range Financial Planning Committee



## REVENUES

Financial Year	2018	2017	Difference
Previous Year Levy Limit	\$ 13,753,336	\$ 13,239,922	\$ 513,414
Prop 2 1/2	\$ 343,833	\$ 330,998	\$ 12,835
New Growth	\$ 180,000	\$ 182,416	\$ (2,416)
50/50	\$ 261,917	\$ 255,499	\$ 6,418
State Aid	\$ 474,051	\$ 478,420	\$ (4,369)
Chapter 70	\$ 27,056	\$ 17,749	\$ 9,307
Unrestricted General Government Aid	\$ 408,247	\$ 392,923	\$ 15,324
Veteran's Benefits	\$ 23,589	\$ 17,682	\$ 5,907
State Owned Land	\$ 5,229	\$ 5,248	\$ (19)
Exemptions	\$ 34,774	\$ 33,620	\$ 1,154
Public Libraries	\$ 6,785	\$ 6,829	\$ (44)
Conservation	\$ 5,500	\$ 5,500	\$ -
Local Aid Assessments	\$ 13,856	\$ 13,841	\$ 15
Public Library Offset	\$ 6,829	\$ 6,746	\$ 83
Estimated Charges	\$ 5,524	\$ 5,570	\$ (46)
Central Mass Regional Planning Committee	\$ 1,553	\$ 1,525	\$ 28
CPA Share of Fino Bond	\$ 98,397	\$ 98,397	\$ -
Motor Vehicle Excise	\$ 1,000,000	\$ 902,990	\$ 97,010
Other Excise Meals Tax	\$ 116,000	\$ 108,000	\$ 8,000
Other Excise	\$ 1,405	\$ 1,326	\$ 79
Penalties and Interest	\$ 50,000	\$ 35,000	\$ 15,000
Charges for Services - Water	\$ 149,700	\$ 135,500	\$ 14,200
Charges for Services - Trash	\$ 416,000	\$ 374,400	\$ 41,600
Charges for Services - Ambulance	\$ 197,000	\$ 163,000	\$ 34,000
Charges for Services - Dispatch	\$ 30,000	\$ 30,000	\$ -
Miscellaneous Fees	\$ 66,000	\$ 70,000	\$ (4,000)
Departmental Revenue - Schools	\$ 20,000	\$ 20,000	\$ -
Departmental Revenue - Recreation	\$ 9,000	\$ 9,200	\$ (200)
Other Department Revenue	\$ 32,000	\$ 16,000	\$ 16,000
Licenses & Permits	\$ 252,000	\$ 247,267	\$ 4,733
Fines & Forfeitures	\$ 53,000	\$ 65,000	\$ (12,000)
Investment Income	\$ 8,000	\$ 2,500	\$ 5,500
Tax Title Interest / Recurring/ Solar	\$ 123,000	\$ 10,000	\$ 113,000
Miscellaneous Non Recurring			\$ -
<b>Total Estimated Receipts</b>	<b>\$ 2,523,105</b>	<b>\$ 2,190,183</b>	<b>\$332,922 15.20%</b>



Dept	Item	TOWN OF MENDON	Actual FY 2015	Actual FY 2016	Original FY 2017	Current FY 2017	Recommended FY 2018	\$ Difference FY17-FY18	% Difference FY17-FY18
<b>GENERAL GOVERNMENT</b>									
114	<b>MODERATOR</b>								
	A.	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	B.	General Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
		Subtotal Moderator	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
122	<b>SELECTMEN</b>								
	A.	Salaries	\$ 6,200	\$ 6,200	\$ 6,200	\$ 6,200	\$ 6,200	\$ -	0.00%
	B.	Expenses	\$ 9,090	\$ 14,037	\$ 16,007	\$ 68,007	\$ 26,007	\$ -42,000	-61.76%
	C.	Insurance Deductible	\$ 7,087	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.00%
	D.	Audit General Expense	\$ 14,625	\$ 9,600	\$ 12,725	\$ 15,125	\$ 15,125	\$ -	0.00%
		Subtotal Selectman	\$ 37,002	\$ 29,837	\$ 39,932	\$ 94,332	\$ 52,332	\$ -42,000	-44.52%
131	<b>FINANCE COMMITTEE</b>								
	A.	Salaries	\$ 1,856	\$ 1,485	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.00%
	B.	Expenses	\$ 726	\$ 773	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.00%
	C.	Reserve for General Expenses	\$ -	\$ -	\$ 40,000	\$ 22,000	\$ 40,000	\$ 18,000	81.82%
	D.	Reserve for Salary Negotiations	\$ -	\$ -	\$ 36,000	\$ 31,000	\$ 31,000	\$ -	0.00%
		Subtotal Finance Committee	\$ 2,582	\$ 2,258	\$ 79,000	\$ 56,000	\$ 74,000	\$ 18,000	32.14%
135	<b>TOWN ACCOUNTANT</b>								
	A.	Salary	\$ 60,237	\$ 61,414	\$ 39,750	\$ 36,650	\$ 38,636	\$ 1,986	5.42%
	B.	Expenses	\$ 840	\$ 27,445	\$ 8,680	\$ 11,076	\$ 8,045	\$ -	0.00%
		Subtotal Town Accountant	\$ 61,077	\$ 88,860	\$ 48,430	\$ 47,726	\$ 46,681	\$ -1,045	-2.19%
141	<b>BOARD OF ASSESSORS</b>								
	A1.	Salaries	\$ 6,500	\$ 5,200	\$ 7,800	\$ 7,800	\$ 7,800	\$ -	0.00%
	A2.	Principal Assessor Salary	\$ 69,002	\$ 72,891	\$ 74,595	\$ 74,595	\$ 77,467	\$ 2,872	3.85%
	B.	Expenses	\$ 3,850	\$ 4,947	\$ 6,600	\$ 6,600	\$ 7,200	\$ 600	9.09%
		Subtotal Assessors	\$ 79,352	\$ 83,039	\$ 88,995	\$ 88,995	\$ 92,467	\$ 3,472	3.90%
145	<b>TOWN TREASURER / COLLECTOR</b>								
	A1.	Salaries	\$ 50,813	\$ 54,918	\$ 59,942	\$ 59,942	\$ 57,382	\$ -2,560	-4.27%
	A2.	Treasurer / Collector Salary	\$ 57,306	\$ 59,568	\$ 61,587	\$ 58,837	\$ 55,160	\$ -3,677	-6.25%
	B.	Expenses	\$ 14,547	\$ 14,940	\$ 15,855	\$ 15,855	\$ 16,405	\$ 550	3.47%
	C.	Banking Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	D.	Tax Title Foreclosure	\$ 8,850	\$ 5,196	\$ 9,400	\$ 9,481	\$ 9,400	\$ -81	-0.85%
		Subtotal Town Collector / Treasurer	\$ 131,516	\$ 134,622	\$ 146,784	\$ 144,115	\$ 138,347	\$ -5,768	-4.00%
151	<b>TOWN COUNSEL</b>								
	B.	Expenses	\$ 140,795	\$ 114,771	\$ 80,000	\$ 112,779	\$ 80,000	\$ -32,779	-29.06%
		Subtotal Town Counsel	\$ 140,795	\$ 114,771	\$ 80,000	\$ 112,779	\$ 80,000	\$ -32,779	-29.06%
161	<b>TOWN CLERK</b>								
	A.	Town Clerk Salary	\$ 46,041	\$ 53,924	\$ 54,666	\$ 54,666	\$ 55,393	\$ 727	1.33%
	B.	Expenses	\$ 1,160	\$ 1,324	\$ 1,475	\$ 1,475	\$ 1,475	\$ -	0.00%
		Subtotal Town Clerk	\$ 47,201	\$ 55,248	\$ 56,141	\$ 56,141	\$ 56,868	\$ 727	1.29%
162	<b>ELECTIONS &amp; REGISTRATION</b>								
	A.	Salaries	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ -	0.00%
	B.	Expenses	\$ 17,660	\$ 12,513	\$ 18,920	\$ 20,570	\$ 9,504	\$ -11,066	-53.80%
		Subtotal Elections & Registrations	\$ 18,460	\$ 13,313	\$ 19,720	\$ 21,370	\$ 10,304	\$ -11,066	-51.78%
165	<b>ENGINEERING CONSULTING SERVICES</b>								
	C.	Engineering Fee - Conservation	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.00%
	D.	Engineering Fee - Planning Board	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.00%
	E.	Engineering Fee - Highway	\$ 800	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.00%
	F.	Engineering Fee - Selectmen	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.00%



Dept	Item	TOWN OF MENDON		Actual FY 2015	Actual FY 2016	Original FY 2017	Current FY 2017	Recommended FY 2018	\$ Difference FY17-FY18	% Difference FY17-FY18
	Subtotal Engineering Consulting Services			\$ 2,800	\$ -	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	0.00%
171	<b>CONSERVATION</b>									
	A. Salaries			\$ 10,004	\$ 9,978	\$ 10,134	\$ 10,134	\$ 9,693	\$ -441	-4.35%
	B. Expenses			\$ 1,224	\$ 1,029	\$ 1,841	\$ 1,841	\$ 2,741	\$ 900	48.89%
	C. Lake Nipmuc Weed Control			\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.00%
	D. New Equipment			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	Subtotal Conservation			\$ 14,228	\$ 14,006	\$ 14,975	\$ 14,975	\$ 15,434	\$ 459	3.07%
175	<b>PLANNING BOARD</b>									
	A. Salaries			\$ 700	\$ 700	\$ 925	\$ 925	\$ 925	\$ -	0.00%
	B. Expenses			\$ 2,954	\$ 2,049	\$ 1,200	\$ 2,753	\$ 2,753	\$ 0	0.01%
	Subtotal Planning Board			\$ 3,654	\$ 2,749	\$ 2,125	\$ 3,678	\$ 3,678	\$ 0	0.01%
176	<b>ZONING BOARD</b>									
	A. Salaries			\$ 2,227	\$ 1,986	\$ 2,227	\$ 2,227	\$ 2,227	\$ -	0.00%
	B. Expenses			\$ 747	\$ 604	\$ 1,600	\$ 1,600	\$ 1,600	\$ -	0.00%
	Subtotal Zoning Board			\$ 2,974	\$ 2,590	\$ 3,827	\$ 3,827	\$ 3,827	\$ -	0.00%
179	<b>LAND USE COMMITTEE</b>									
	B. Expenses			\$ 77	\$ -	\$ 50	\$ 50	\$ 550	\$ 500	1000.00%
	Subtotal Land Use Committee			\$ 77	\$ -	\$ 50	\$ 50	\$ 550	\$ 500	1000.00%
195	<b>TOWN REPORTS</b>									
	B. Expenses			\$ 1,615	\$ 1,889	\$ 2,250	\$ 2,250	\$ 2,250	\$ -	0.00%
	Subtotal Town Reports			\$ 1,615	\$ 1,889	\$ 2,250	\$ 2,250	\$ 2,250	\$ -	0.00%
196	<b>UNPAID PRIOR YEAR BILLS</b>									
	B. Expenses			\$ 3,626	\$ 30,079	\$ 18,357	\$ 18,357	\$ -	\$ -18,357	-100.00%
	Subtotal Unpaid Bills of a Prior Year			\$ 3,626	\$ 30,079	\$ 18,357	\$ 18,357	\$ -	\$ -18,357	-100.00%
199	<b>TOWN HALL SERVICES</b>									
	A1. Salaries			\$ 130,484	\$ 138,463	\$ 140,905	\$ 154,155	\$ 165,389	\$ 11,234	7.29%
	A2. Town Administrator Salary			\$ 85,000	\$ 102,159	\$ 117,742	\$ 117,742	\$ 119,808	\$ 2,066	1.75%
	B. Expenses			\$ 30,504	\$ 41,293	\$ 47,744	\$ 50,844	\$ 66,904	\$ 16,060	31.59%
	C. New Equipment			\$ 44,584	\$ 10,698	\$ 12,500	\$ 12,500	\$ 15,000	\$ 2,500	20.00%
	D. Utilities			\$ 61,382	\$ 49,346	\$ 74,100	\$ 74,100	\$ 74,100	\$ -	0.00%
	E. Computer Expenses			\$ 57,095	\$ 59,194	\$ 67,440	\$ 67,440	\$ 78,250	\$ 10,810	16.03%
	Subtotal Town Hall Services			\$ 409,048	\$ 401,153	\$ 460,431	\$ 476,781	\$ 519,451	\$ 42,670	8.95%
	<b>Total General Government</b>			\$ 956,005	\$ 974,414	\$ 1,065,017	\$ 1,145,376	\$ 1,100,189	\$ -45,187	-3.95%
	<b>PUBLIC SAFETY</b>									
200	<b>PUBLIC SAFETY</b>									
	A1. Public Safety Director Salary			\$ 130,636	\$ 133,760	\$ 135,262	\$ 135,262	\$ -	\$ -135,262	-100.00%
	A2. Quinn Bill Wages (NO reimbursement from State of Mass)			\$ 31,555	\$ 32,231	\$ 32,230	\$ 32,230	\$ -	\$ -32,230	-100.00%
	Subtotal Public Safety			\$ 162,191	\$ 165,991	\$ 167,492	\$ 167,492	\$ -	\$ -167,492	-100.00%
210	<b>POLICE DEPARTMENT</b>									
	A1a; Chief Salary			\$ -	\$ -	\$ -	\$ -	\$ 108,834	\$ 108,834	100.00%
	A1. Salaries			\$ 745,878	\$ 828,388	\$ 848,796	\$ 848,796	\$ 862,976	\$ 14,180	1.67%
	A2. Overtime Wages			\$ 107,880	\$ 82,234	\$ 80,000	\$ 80,000	\$ 80,000	\$ -	0.00%
	A3. Administrative Assistant Salary			\$ 47,467	\$ 48,690	\$ 49,353	\$ 49,353	\$ 54,684	\$ 5,331	10.80%
	A4. Quinn Bill Wages (NO reimbursement from State of Mass)			\$ 101,356	\$ 121,301	\$ 125,784	\$ 125,784	\$ 142,814	\$ 17,030	13.54%
	B. Expenses			\$ 168,866	\$ 155,871	\$ 152,695	\$ 152,695	\$ 163,295	\$ 10,600	6.94%
	C. Cruiser Replacement			\$ 64,200	\$ 64,200	\$ 64,200	\$ 64,200	\$ 64,200	\$ -	0.00%
	Subtotal Police Department			\$ 1,235,648	\$ 1,300,685	\$ 1,320,828	\$ 1,320,828	\$ 1,476,803	\$ 155,975	11.81%



Dept	Item	TOWN OF MENDON		Actual FY 2015	Actual FY 2016	Original FY 2017	Current FY 2017	Recommended FY 2018	\$ Difference FY17-FY18	% Difference FY17-FY18
220	<b>FIRE DEPARTMENT</b>									
	A1a; Fire Chief Salary			\$ -	\$ -	\$ -	\$ -	\$ 98,000	\$ 98,000	100.00%
	A1. Call Salaries			\$ 49,668	\$ 56,616	\$ 60,000	\$ 60,000	\$ 60,000	\$ -	0.00%
	A2. Full Time Wages			\$ 352,877	\$ 352,811	\$ 346,475	\$ 397,237	\$ 349,372	\$ -47,865	-12.05%
	A3. Overtime Wages			\$ 97,874	\$ 97,874	\$ 88,000	\$ 88,000	\$ 88,000	\$ -	0.00%
	B. Expenses			\$ 172,706	\$ 149,244	\$ 147,800	\$ 147,800	\$ 137,200	\$ -10,600	-7.17%
	C. New Equipment			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	Subtotal Fire Department			\$ 673,126	\$ 656,545	\$ 642,275	\$ 693,037	\$ 732,572	\$ 39,535	5.70%
241	<b>INSPECTIONAL SERVICES</b>									
	A1. Salaries			\$ 6,057	\$ 36,298	\$ 50,000	\$ 42,000	\$ 42,176	\$ 176	0.42%
	A2. Account Wages			\$ 34,074	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	A3. Contractual Services (Outside Services)			\$ -	\$ -	\$ 771	\$ 771	\$ 1,000	\$ 229	29.70%
	B. Expenses			\$ 2,086	\$ 1,991	\$ 3,435	\$ 3,435	\$ 18,815	\$ 15,380	447.74%
	Subtotal Building Inspector			\$ 42,218	\$ 38,289	\$ 54,206	\$ 46,206	\$ 61,991	\$ 15,785	34.16%
242	<b>GAS INSPECTOR</b>									
	A. Account Wages			\$ 3,375	\$ 4,120	\$ 5,200	\$ 5,200	\$ 5,200	\$ -	0.00%
	B. Expenses			\$ -	\$ 50	\$ 100	\$ 100	\$ 100	\$ -	0.00%
	Subtotal Gas Inspector			\$ 3,375	\$ 4,170	\$ 5,300	\$ 5,300	\$ 5,300	\$ -	0.00%
243	<b>PLUMBING INSPECTOR</b>									
	A. Account Wages			\$ 4,650	\$ 3,920	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	0.00%
	B. Expenses			\$ 260	\$ 210	\$ 250	\$ 250	\$ 250	\$ -	0.00%
	Subtotal Plumbing Inspector			\$ 4,910	\$ 4,130	\$ 4,250	\$ 4,250	\$ 4,250	\$ -	0.00%
244	<b>SEALER OF WEIGHTS &amp; MEASURES</b>									
	B. Expenses			\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.00%
	Subtotal Sealer of Weight & Measures			\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.00%
245	<b>ELECTRICAL INSPECTOR</b>									
	A. Account Wages			\$ 8,720	\$ 10,440	\$ 14,300	\$ 14,300	\$ 14,300	\$ -	0.00%
	B. Expenses			\$ -	\$ 224	\$ 225	\$ 225	\$ 225	\$ -	0.00%
	Subtotal Electrical Inspector			\$ 8,720	\$ 10,664	\$ 14,525	\$ 14,525	\$ 14,525	\$ -	0.00%
291	<b>EMERGENCY MANAGEMENT</b>									
	A. Salaries			\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ -	0.00%
	B. General Expenses			\$ 3,886	\$ 4,223	\$ 4,250	\$ 4,250	\$ 4,250	\$ -	0.00%
	Subtotal Emergency Management			\$ 4,286	\$ 4,623	\$ 4,650	\$ 4,650	\$ 4,650	\$ -	0.00%
292	<b>DOG OFFICER</b>									
	B. Expenses			\$ 16,080	\$ 16,080	\$ 16,080	\$ 16,080	\$ 16,080	\$ -	0.00%
	Subtotal Dog Officer			\$ 16,080	\$ 16,080	\$ 16,080	\$ 16,080	\$ 16,080	\$ -	0.00%
294	<b>TREE WARDEN</b>									
	A. Salaries			\$ 3,425	\$ 3,334	\$ 3,334	\$ 3,334	\$ 3,434	\$ 100	3.00%
	B. Expenses			\$ 18,531	\$ 23,678	\$ 25,350	\$ 25,350	\$ 39,100	\$ 13,750	54.24%
	Subtotal Tree Warden			\$ 21,957	\$ 27,012	\$ 28,684	\$ 28,684	\$ 42,534	\$ 13,850	48.28%
299	<b>DISPATCHING</b>									
	Salaries			\$ 228,375	\$ 235,624	\$ 236,251	\$ 236,251	\$ 241,026	\$ 4,775	2.02%
	Less E-911 Grant			\$ 62,873	\$ 62,873	\$ 62,873	\$ 62,873	\$ 63,162	\$ 289	0.46%
	A1. Salaries (for appropriation)			\$ 165,502	\$ 172,751	\$ 173,378	\$ 173,378	\$ 177,864	\$ 4,486	2.59%
	A2. Overtime			\$ 55,000	\$ 47,000	\$ 45,000	\$ 45,000	\$ 47,000	\$ 2,000	4.44%
	B. Expenses			\$ 27,864	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	0.00%
	Subtotal Dispatching Service			\$ 248,366	\$ 227,251	\$ 225,878	\$ 225,878	\$ 232,364	\$ 6,486	2.87%
<b>TOTAL PUBLIC SAFETY</b>				\$ 2,422,375	\$ 2,456,940	\$ 2,485,668	\$ 2,528,430	\$ 2,592,569	\$ 64,139	2.54%



Dept	Item	TOWN OF MENDON	Actual FY 2015	Actual FY 2016	Original FY 2017	Current FY 2017	Recommended FY 2018	\$ Difference FY17-FY18	% Difference FY17-FY18
<b>SCHOOLS</b>									
301	<b>MENDON/UPTON REGIONAL SCHOOL DISTRICT</b>								
	B.	Operational Assessment	\$ 6,988,196	\$ 7,153,559	\$ 8,655,065	\$ 8,655,065	\$ 8,877,076	\$ 222,011	2.57%
	B1.	Minimum Local Contribution	\$ 5,478,364	\$ 5,635,362	\$ 6,146,129	\$ 6,146,129	\$ 6,329,656	\$ 183,527	2.99%
	B2.	Transportation and Fixed Assets	\$ 736,648	\$ 732,758	\$ 855,246	\$ 855,246	\$ 665,093	\$ -190,153	-22.23%
	B3.	Operational Additional	\$ 773,184	\$ 785,439	\$ 1,653,690	\$ 1,653,690	\$ 1,882,327	\$ 228,637	13.83%
	C.	Long-term Debt - HS & Miscoe Renovation	\$ 348,347	\$ 365,916	\$ 369,616	\$ 369,616	\$ -	\$ -369,616	-100.00%
	D.	Long-term Debt - Clough School	\$ 346,320	\$ 356,868	\$ 345,448	\$ 345,448	\$ 339,447	\$ -6,001	-1.74%
	E.	Long-term Debt - Miscoe Hill Green Repair (boiler, roof, windows)	\$ -	\$ 75,734	\$ 72,117	\$ 72,117	\$ 71,924	\$ -193	-0.27%
		Subtotal Regional School District	\$ 7,682,863	\$ 7,952,077	\$ 9,442,246	\$ 9,442,246	\$ 9,288,447	\$ -153,799	-1.63%
310	<b>BLACKSTONE VALLEY VOCATIONAL SCHOOL</b>								
	B.	Operational Assessment	\$ 659,964	\$ 799,676	\$ 906,860	\$ 906,860	\$ 1,072,769	\$ 165,909	18.29%
	B1.	Minimum Local Contribution	\$ 576,398	\$ 712,893	\$ 794,690	\$ 794,690	\$ 934,177	\$ 139,487	17.55%
	B2.	Transportation, Capital Equipment, and Retiree Medical	\$ 86,225	\$ 87,122	\$ 96,068	\$ 96,068	\$ 107,175	\$ 11,107	11.56%
	B3.	Additional Contribution	\$ -2,659	\$ -339	\$ -	\$ -	\$ 31,417	\$ 31,417	100.00%
	C.	Debt Service (NOT treated as a debt exclusion)	\$ 15,479	\$ 13,202	\$ 13,202	\$ 13,202	\$ 12,856	\$ -346	-2.62%
		Subtotal Vocational School District	\$ 675,443	\$ 812,878	\$ 920,062	\$ 920,062	\$ 1,085,625	\$ 165,563	17.99%
		<b>TOTAL SCHOOLS</b>	\$ 8,358,306	\$ 8,764,955	\$ 10,362,308	\$ 10,362,308	\$ 10,374,072	\$ 11,764	0.11%
<b>PUBLIC WORKS AND FACILITIES</b>									
421	<b>ROAD MACHINERY</b>								
	B.	Expenses	\$ 69,318	\$ 63,516	\$ 65,498	\$ 65,498	\$ 65,498	\$ -	0.00%
		Subtotal Road Machinery	\$ 69,318	\$ 63,516	\$ 65,498	\$ 65,498	\$ 65,498	\$ -	0.00%
422	<b>HIGHWAY CONSTRUCTION &amp; MAINTENANCE</b>								
	A1.	Salaries	\$ 261,149	\$ 266,235	\$ 271,727	\$ 276,727	\$ 281,979	\$ 5,252	1.90%
	A2.	Highway Surveyor Salary	\$ 78,477	\$ 93,799	\$ 95,068	\$ 95,068	\$ 96,836	\$ 1,768	1.86%
	A3.	Overtime Wages	\$ 2,490	\$ 5,069	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	0.00%
	A4.	Police Overtime Wages	\$ 9,603	\$ 24,381	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0.00%
	B.	Expenses	\$ 74,643	\$ 90,786	\$ 82,996	\$ 82,996	\$ 113,900	\$ 30,904	37.24%
	C.	Storm Water Management Plan	\$ 19,973	\$ 19,999	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0.00%
		Subtotal Highway Construction & Maintenance	\$ 446,334	\$ 500,271	\$ 493,291	\$ 498,291	\$ 536,215	\$ 37,924	7.61%
423	<b>SNOW &amp; ICE REMOVAL</b>								
	A.	Salaries	\$ 42,937	\$ 19,769	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	0.00%
	B.	Expenses	\$ 253,414	\$ 145,652	\$ 114,000	\$ 114,000	\$ 114,000	\$ -	0.00%
	C.	New / Used Equipment	\$ 978	\$ 1,674	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.00%
		Subtotal Snow & Ice Removal (75% of trailing 5 year average is \$149k)	\$ 297,330	\$ 167,095	\$ 159,000	\$ 159,000	\$ 159,000	\$ -	0.00%
		To be able of deficit spend you must appropriate as much as you did the prior FY							
424	<b>STREET LIGHTS</b>								
	B.	Expenses	\$ 16,968	\$ 18,986	\$ 19,500	\$ 19,500	\$ 19,500	\$ -	0.00%
		Subtotal Street Lights	\$ 16,968	\$ 18,986	\$ 19,500	\$ 19,500	\$ 19,500	\$ -	0.00%
450	<b>WATER DEPARTMENT</b>								
	B.	Expenses (Private Water Supplies)	\$ 144,628	\$ 131,728	\$ 149,700	\$ 149,700	\$ 149,700	\$ -	0.00%
	C.	Expenses (Public Water Supplies)	\$ 18,407	\$ 19,332	\$ 20,900	\$ 20,900	\$ 20,900	\$ -	0.00%
		Subtotal Water Department	\$ 163,035	\$ 151,060	\$ 170,600	\$ 170,600	\$ 170,600	\$ -	0.00%
491	<b>SOLDIER'S &amp; SAILOR'S GRAVES</b>								
	B.	Expenses	\$ 27	\$ -	\$ 100	\$ 100	\$ 100	\$ -	0.00%
		Subtotal Soldier's & Sailor's Graves	\$ 27	\$ -	\$ 100	\$ 100	\$ 100	\$ -	0.00%
		<b>TOTAL PUBLIC WORKS</b>	\$ 993,011	\$ 900,927	\$ 907,989	\$ 912,989	\$ 950,913	\$ 37,924	4.15%



Dept	Item	TOWN OF MENDON	Actual FY 2015	Actual FY 2016	Original FY 2017	Current FY 2017	Recommended FY 2018	\$ Difference FY17-FY18	% Difference FY17-FY18
<b>PUBLIC WELFARE</b>									
510	<b>BOARD OF HEALTH</b>								
	A.	Salaries	\$ 2,450	\$ 2,165	\$ 5,500	\$ 5,500	\$ 5,500	\$ -	0.00%
	B.	Expenses	\$ 20,580	\$ 23,534	\$ 20,800	\$ 20,800	\$ 29,400	\$ 8,600	41.35%
	C.	Trash Disposal	\$ 105,911	\$ 99,757	\$ 103,000	\$ 103,000	\$ 106,000	\$ 3,000	2.91%
	D.	Trash Collection	\$ 253,700	\$ 260,043	\$ 267,900	\$ 267,900	\$ 275,000	\$ 7,100	2.65%
	E.	Trash Administration	\$ 2,641	\$ 3,255	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	0.00%
	F.	Testing - Landfill and Beach	\$ 17,862	\$ 17,244	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0.00%
		Subtotal Board of Health	\$ 403,143	\$ 405,997	\$ 420,700	\$ 420,700	\$ 439,400	\$ 18,700	4.44%
541	<b>COUNCIL ON AGING</b>								
	A1.	Salaries	\$ 13,878	\$ 23,462	\$ 23,795	\$ 23,795	\$ 41,923	\$ 18,128	76.18%
		Subtotal Council on Aging	\$ 70,809	\$ 82,868	\$ 91,954	\$ 91,954	\$ 112,930	\$ 20,976	22.81%
543	<b>VETERAN'S BENEFITS</b>								
	A.	Salaries	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.00%
	B.	Expenses	\$ 550	\$ 375	\$ 800	\$ 800	\$ 800	\$ -	0.00%
	C.	Aid to Veterans	\$ 26,279	\$ 27,707	\$ 20,000	\$ 27,000	\$ 35,000	\$ 8,000	29.63%
		Subtotal Veteran's Benefits	\$ 29,829	\$ 31,082	\$ 23,800	\$ 30,800	\$ 38,800	\$ 8,000	25.97%
<b>TOTAL PUBLIC WELFARE</b>			\$ 503,781	\$ 519,947	\$ 536,454	\$ 543,454	\$ 591,130	\$ 47,676	8.77%
<b>CULTURE AND RECREATION</b>									
610	<b>LIBRARY</b>								
	A1.	Salaries	\$ 55,025	\$ 65,256	\$ 62,856	\$ 62,856	\$ 66,798	\$ 3,942	6.27%
	A2.	Library Director Salary	\$ 55,035	\$ 58,688	\$ 59,487	\$ 59,487	\$ 63,675	\$ 4,188	7.04%
	B.	Expenses	\$ 52,011	\$ 68,267	\$ 107,882	\$ 107,882	\$ 125,550	\$ 17,668	16.38%
		Subtotal Library	\$ 162,071	\$ 192,211	\$ 230,225	\$ 230,225	\$ 256,023	\$ 25,798	11.21%
630	<b>PARKS &amp; RECREATION DEPARTMENT</b>								
	A1.	Salaries	\$ 30,967	\$ 38,104	\$ 27,824	\$ 27,824	\$ 27,824	\$ -	0.00%
	A2.	Park Director Salary	\$ 18,713	\$ 19,911	\$ 31,868	\$ 31,868	\$ 37,879	\$ 6,011	18.86%
	A3.	Life Guard Salaries	\$ 9,633	\$ 10,714	\$ 12,500	\$ 12,500	\$ 12,500	\$ -	0.00%
	B.	Expenses	\$ 13,659	\$ 13,659	\$ 13,659	\$ 13,659	\$ 15,609	\$ 1,950	14.28%
	C.	Site Improvement	\$ 200	\$ 200	\$ 200	\$ 200	\$ 1,000	\$ 800	400.00%
		Subtotal Recreation	\$ 73,171	\$ 82,588	\$ 86,051	\$ 86,051	\$ 94,812	\$ 8,761	10.18%
691	<b>HISTORICAL COMMISSION</b>								
	B.	Expenses	\$ -	\$ -	\$ 250	\$ 250	\$ 250	\$ -	0.00%
		Subtotal Historical Commission	\$ -	\$ -	\$ 250	\$ 250	\$ 250	\$ -	0.00%
692	<b>SPECIAL EVENTS</b>								
	B.	Expenses	\$ -	\$ -	\$ 400	\$ 400	\$ 400	\$ -	0.00%
		Subtotal Special Events	\$ -	\$ -	\$ 400	\$ 400	\$ 400	\$ -	0.00%
<b>TOTAL CULTURE &amp; RECREATION</b>			\$ 235,242	\$ 274,799	\$ 316,926	\$ 316,926	\$ 351,485	\$ 34,559	10.90%
<b>DEBT SERVICE</b>									
710	<b>RETIREMENT OF DEBT PRINCIPAL</b>								
	B.	Expenses	\$ 470,000	\$ 485,000	\$ 452,000	\$ 452,000	\$ 459,000	\$ 7,000	1.55%
751	<b>INTEREST ON LONG TERM DEBT</b>								
	B.	Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	C.	Expenses (Fino & Library)	\$ 159,055	\$ 145,942	\$ 150,128	\$ 150,128	\$ 136,031	\$ -14,097	-9.39%



Dept	Item	TOWN OF MENDON	Actual FY 2015	Actual FY 2016	Original FY 2017	Current FY 2017	Recommended FY 2018	\$ Difference FY17-FY18	% Difference FY17-FY18
752	<b>INTEREST ON SHORT TERM DEBT</b>								
	B.	Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL DEBT SERVICE</b>			\$ 629,055	\$ 630,942	\$ 602,128	\$ 602,128	\$ 595,031	\$ -7,097	-1.18%

### EMPLOYEE BENEFITS

911	<b>WORCESTER COUNTY RETIREMENT</b>								
	B.	Expenses	\$ 353,708	\$ 426,924	\$ 459,039	\$ 467,870	\$ 519,386	\$ 51,516	11.01%
912	<b>WORKER'S COMPENSATION</b>								
	B.	Expenses	\$ 16,479	\$ 24,051	\$ 23,750	\$ 23,750	\$ 23,750	\$ -	0.00%
913	<b>UNEMPLOYMENT INSURANCE</b>								
	B.	Expenses	\$ -	\$ 58	\$ 500	\$ 500	\$ 500	\$ -	0.00%
914	<b>HEALTH INSURANCE</b>								
	B.	Expenses	\$ 587,361	\$ 609,073	\$ 758,000	\$ 775,275	\$ 826,264	\$ 50,989	6.58%
915	<b>LONG TERM DISABILITY INS.</b>								
	B.	Expenses	\$ 12,301	\$ 11,654	\$ 12,950	\$ 12,950	\$ 12,950	\$ -	0.00%
916	<b>MEDICARE</b>								
	B.	Expenses	\$ 45,983	\$ 47,285	\$ 46,000	\$ 46,000	\$ 50,000	\$ 4,000	8.70%
919	<b>POLICE AND FIRE ACCIDENT INSURANCE</b>								
	B.	Expenses	\$ 16,292	\$ 18,069	\$ 20,235	\$ 20,235	\$ 20,235	\$ -	0.00%
945	<b>PROPERTY &amp; CASUALTY INSURANCE</b>								
	B.	Expenses	\$ 83,280	\$ 82,509	\$ 83,000	\$ 83,000	\$ 84,096	\$ 1,096	1.32%
<b>TOTAL MISCELLANEOUS</b>			\$ 1,115,403	\$ 1,219,623	\$ 1,403,474	\$ 1,429,580	\$ 1,537,181	\$ 107,601	7.53%

### Special Articles & Other Expenses

<b>Special Articles</b>									
B.	Cyclical Inspection Program		\$ 10,000	\$ 6,500	\$ -	\$ 6,500	\$ 6,500	\$ 6,500	100.00%
C.	Update Valuation		\$ 9,200	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ -	0.00%
D.	Assessor Appellate Tax		\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	100.00%
D.	Police Matching Grants		\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	\$ -	0.00%
E.	350th Celebration					\$ 37,500	\$ 37,500	\$ 37,500	100.00%
Subtotal Special Articles			\$ 21,700	\$ 19,000	\$ 12,500	\$ 58,500	\$ 46,000	\$ 46,000	368.00%
<b>Other Expenses</b>									
B.	Assessors Overlay		\$ 97,500	\$ 110,000	\$ 110,000	\$ 120,000	\$ 10,000	\$ 10,000	9.09%
C.	Local Aid Assessments (County Tax, Air Pollution, etc.)		\$ 12,176	\$ 12,176	\$ 11,601	\$ 13,856	\$ 2,255	\$ 2,255	19.44%
Subtotal Other Expenses			\$ 109,676	\$ 122,176	\$ 121,601	\$ 133,856	\$ 12,255	\$ 12,255	10.08%
<b>TOTAL SPECIAL ARTICLES &amp; OTHER EXPENSES</b>			\$ 131,376	\$ 141,176	\$ 134,101	\$ 192,356	\$ 58,255	\$ 58,255	43.44%

OPERATIONAL EXPENSES (Article 4 Less Debt Exclusions)	\$ 14,313,086	\$ 16,290,655	\$ 16,451,882	\$ 17,086,168	\$ 634,286	3.9%
+ DEBT EXCLUSIONS	\$ 1,429,460	\$ 1,389,309	\$ 1,389,309	\$ 1,006,402		
+ SPECIAL ARTICLES & OTHER EXPENSES	\$ 131,376	\$ 141,176	\$ 134,101	\$ 192,356		
<b>GRAND TOTAL OF EXPENSES</b>	\$ 15,873,922	\$ 17,821,140	\$ 17,975,291	\$ 18,284,926	\$ 231,271	1.3%



**SPECIAL ARTICLES BALANCES**

<b>Account Name</b>	<b>Item</b>	<b>Funding Source</b>	<b>Vote / Date</b>	<b>Account Balance</b>
Meadow Brook Cabin Renovation	001.0122.6059.0300	<b>CPA - Budgeted Reserve</b>	STM 11/16/09 (Article 7)	\$ 3,212
Beaver Dam - Inman Pond	001.0122.6067.0300	<b>CPA - Open Space</b>	STM 9/25/12 (Article 8)	\$ 205
Ganett Land Purchase	001.0122.6073.0300	<b>CPA - Budgeted Reserve</b>	STM 11/19/13 (Article 42)	\$ 11,177
Town Forest Trails Expenses	001.0122.6074.0300	<b>CPA - Open Space</b>	Various ATMs	\$ 10,332
Paddock/D'Alessandro Land	001.0122.6078.0300	<b>CPA - Budgeted Reserve</b>	STM 11/5/14 (Article 22)	\$ 542
43 Quissett Road	001.0122.6081.0300	<b>CPA- Open Space</b>	STM 11/5/14 (Article 19)	\$ 36,709
Old Cemetery Repair	001.0122.6085.0300	<b>CPA- Historic</b>	ATM 5/1/2015 (Article 19)	\$ 400
Paddock/D'Alessandro Feasibility Study	001.0122.6086.0300	<b>CPA - Budg Reserve &amp; Aff Housing</b>	ATM 5/1/2015 (Article 21)	\$ 6,000
Muddy Brook Planting	001.0122.6087.0300	<b>Land Bank</b>	STM 6/24/15 (Article 24)	\$ 7,500
Cemetary Repairs	001.0122.6089.0300	<b>CPA- Historic</b>	STM 11/17/15 (Article 22)	\$ 35,000
Taft Library Roof Repair	001.0122.6090.0300	<b>CPA- Historic</b>	STM 11/17/15 (Article 25)	\$ 5,341
Tetreault Field Engineering Study	001.0122.6091.0300	<b>CPA - Budgeted Reserve</b>	STM 11/17/15 (Article 26)	\$ 1,150
Town Campus Study	001.0122.6092.0300	<b>CPA- Historic</b>	STM 6/24/15 (Article 20)	\$ 14,130
34 George Street Environment Assmt	001.0122.6093.0300	<b>Lank Bank</b>	STM 3/21/16 (Article 15)	\$ 600
Town Beach ADA Improvements	001.0122.7048.0300	<b>CPA - Budgeted Reserve</b>	STM 5/2/14 (Article 20)	\$ 40,000
Town Hall ADA Improvements	001.0122.7049.0300	<b>CPA- Historic</b>	STM 5/2/14 (Article 21)	\$ 11,475
34 George Street	001.0122.7050.0300	<b>CPA - Historic</b>	STM 6/24/15 (Article 22)	\$ 3,392
Tetreault Field/Veterans Park	001.0122.7051.0300	<b>CPA - Budgeted Reserve</b>	STM 6/21/2016 (Article 12)	\$ 25,000
Lake Nipmuc Flood Prevention	001.0122.7052.0300	<b>Lank Bank</b>	STM 6/21/2016 (Article 13)	\$ 1,500
350th Anniversary Film	001.0122.7053.0300	<b>CPA- Historic</b>	ATM 5/6/2016 (Article 24)	\$ 362
Inman Pond Water Chestnut removal	001.0122.7054.0300	<b>Land Bank</b>	ATM 5/6/2016 (Article 21)	\$ 400
Cyclical Inspection Program	001.0141.6004.0300	<b>Raise/Appropriate</b>	Various ATMs	\$ 13,000
Update Valuation	001.0141.6005.0300	<b>Raise/Appropriate</b>	Various ATMs	\$ 21,310
Affordable House Coord. Expenses	001.0183.5190.0300	<b>CPA - Affordable Housing</b>	Various ATMs	\$ 21,736
Town Hall Floors	001.0199.6080.0300	<b>CPA -</b>	Various ATMs	\$ 16,000
Town Hall IT Upgrade	001.0199.7002.0300	<b>Free Cash</b>	STM 11/17/15 (Article 14)	\$ 10,000
Repair/ Renovate Town Hall	001.0199.7020.0300	<b>Free Cash</b>	STM 3/18/15 (Article 17)	\$ 3,999
Police Matching Grant	001.0210.6002.0300	<b>Raise/Appropriate</b>	Various ATMs	\$ 750
Police Building Safety Building Account	001.0210.7027.0300	<b>Transfer from Design Acct</b>	STM 9/12/05 (Article 11)	\$ 406
Solar Panels	001.0422.6057.0300	<b>Free Cash - 5,000 Stabilization - 2400</b>	STM 11/16/09 (Article 3)	\$ 2,400
Bridge and Culvert Repair	001.0422.6088.0300	<b>Free Cash</b>	STM 11/17/15 (Article 18)	\$ 50,000
Storm Water Management	001.0422.7025.0300	<b>Free Cash</b>		\$ 19,036
Design Plan	001.0610.6025.0300	<b>Raise/Appropriate</b>	ATM 5/3/99 (Article 11)	\$ 626
Building Maintenance (Library)	001.0610.7037.0300	<b>Library Building Maintenance</b>	STM 4/26/07 (Article 17)	\$ 115
ADA Modifications - Parks & Recreation - Walkways	001.0630.7044.0300	<b>CPA - Budgeted Reserve</b>	ATM 5/3/13 (Article 19)	\$ 10,000
Cobbler Shop Restoration	001.0691.6060.0300	<b>CPA - Historical Preservation</b>	STM 5/24/10 (Article 14)	\$ 2,000
Records Room Roof Expenses	001.0691.7045.0300	<b>CPA - Historical Preservation</b>	STM 6/27/13 (Article 16)	\$ 500



**FY 2018 Salary Report**

<b>Elected Officials</b>	<b>Hourly Rate</b>	<b>Weekly Hours</b>	<b>Annual Longevity / Stipend</b>	<b>FY 2018 Total</b>
Board of Health - Chairman			\$ 225	\$ 225
Board of Health - Member 2			\$ 175	\$ 175
Board of Health - Member 3			\$ 175	\$ 175
Planning Board - Chairman			\$ 225	\$ 225
Planning Board - Member 2			\$ 175	\$ 175
Planning Board - Member 3			\$ 175	\$ 175
Planning Board - Member 4			\$ 175	\$ 175
Planning Board - Member 5			\$ 175	\$ 175
Selectman - Chairman			\$ 2,200	\$ 2,200
Selectman - Member 2			\$ 2,000	\$ 2,000
Selectman - Member 3			\$ 2,000	\$ 2,000
Board of Assessors - Member1			\$ 7,400	\$ 7,400
Board of Assessors - Member2			\$ 200	\$ 200
Board of Assessors - Member3			\$ 200	\$ 200
Moderator			\$ -	\$ -
Town Clerk	\$ 30.91	33.0	\$ 2,351	\$ 55,393
Tree Warden	\$ 12.10	*		\$ 3,434
Highway Surveyor	\$ 45.20	40.0	\$ 2,820	\$ 96,836

<b>Treasurer / Collector</b>	<b>Hourly Rate</b>	<b>Weekly Hours</b>	<b>Annual Longevity / Stipend</b>	<b>FY 2018 Total</b>
Treasurer / Collector	\$ 29.86	35.0	\$ 815	\$ 55,160
Assistant Treasurer / Collector	\$ 23.78	32.0	\$ -	\$ 39,570
Municipal Clerk - Treasurer/Collector/Accountant	\$ 19.03	18.0	\$ -	\$ 17,812

<b>Town Hall Services</b>	<b>Hourly Rate</b>	<b>Weekly Hours</b>	<b>Annual Longevity / Stipend</b>	<b>FY 2018 Total</b>
Administrative Assistant - Health	\$ 23.17	35.0	\$ 1,054	\$ 43,224
Executive Assistant to the BOS/TA	\$ 25.75	32.0		\$ 42,848
Administrative Assistant - Building/Planning	\$ 21.41	37.5	\$ 1,044	\$ 42,793
Municipal Clerk - Asst. Town Clerk	\$ 19.80	9.0	\$ -	\$ 9,266
Municipal Clerk - Water	\$ -	0.0	\$ -	\$ -
Municipal Hearings Officer			\$ 2,500	\$ 2,500
HR Coordinator	\$ 23.78	18.0		\$ 22,258
Town Administrator	\$ 57.60	40.0		\$ 119,808

<b>Highway Department</b>	<b>Hourly Rate</b>	<b>Weekly Hours</b>	<b>Annual Longevity / Stipend</b>	<b>FY 2018 Total</b>
Heavy Equipment Operator	\$ 23.72	40.0	\$ 740	\$ 50,077.66
Heave Equipment Operator / Mechanic	\$ 26.64	40.0	\$ 1,385	\$ 56,796.48
Heavy Equipment Operator	\$ 23.72	40.0	\$ 740	\$ 50,077.66
Heavy Equipment Operator	\$ 23.72	40.0	\$ 740	\$ 50,077.66
Equipment Operator - Laborer	\$ 18.32	40.0	\$ -	\$ 38,105.60
Administrative Assistant - Highway	\$ 20.99	30.0	\$ -	\$ 32,744

<b>Dispatch</b>	<b>Hourly Rate</b>	<b>Weekly Hours</b>	<b>Annual Longevity / Stipend</b>	<b>FY 2018 Total</b>
Public Safety Director	\$ -	0.0	\$ -	\$ -
Full Time Dispatcher 1	\$ 23.64	40.0	\$ 738	\$ 49,909
Full Time Dispatcher 2	\$ 23.64	40.0	\$ 738	\$ 49,909
Full Time Dispatcher 3	\$ 23.64	40.0	\$ -	\$ 49,171
Full Time Dispatcher 4	\$ 23.64	40.0	\$ -	\$ 49,171
Part Time Dispatchers	\$ 16.00	32.0	\$ -	\$ 26,624
Shift Differentials and Holiday Coverage				\$ 15,953.00

<b>Fire Department</b>	<b>Hourly Rate</b>	<b>Weekly Hours</b>	<b>Annual Longevity / Stipend</b>	<b>FY 2018 Total</b>
Fire Chief	\$ 47.57	40.00		\$ 98,946



**FY 2018 Salary Report**

Assistant Chief 1 <sup>1</sup>	\$ 26.15	48.0	\$ 4,227	\$ 69,497
Assistant Chief 2 <sup>1</sup>	\$ 26.15	48.0	\$ 4,227	\$ 69,498
Full-Time Firefighter / EMT 3 <sup>1</sup>	\$ 22.26	48.0	\$ 4,496	\$ 60,057
Full-Time Firefighter / EMT 4 <sup>1</sup>	\$ 22.26	48.0	\$ 2,496	\$ 58,057
Full-Time Firefighter / EMT 5 <sup>1</sup>	\$ 22.26	48.0	\$ -	\$ 55,561
3rd Shift Coverage - Home	\$ 9.38	28.1	\$ -	\$ 13,688
3rd Shift Coverage - Station	\$ 12.50	28.1	\$ -	\$ 18,250
Holiday Coverage (time & 1/2 delta)	\$ 12.41	7.4	\$ 0	\$ 4,764
<b>Police Department</b>	<b>Hourly Rate</b>	<b>Weekly Hours</b>	<b>Annual Longevity / Stipend</b>	<b>FY 2018 Total</b>
Administrative Assistant - Public Safety	\$ 26.32	40.0	\$ -	\$ 54,746
Police Chief 1 <sup>1 (503)</sup>	\$ 50.80	40.0	\$ 3,170	\$ 108,834
Police Sergeant 2 <sup>1(508)</sup>	\$ 36.49	40.0	\$ 1,897	\$ 78,016
Police Sergeant 3 <sup>1(511)</sup>	\$ 36.49	40.0	\$ 1,897	\$ 78,016
Police Patrolman 4 <sup>1(501)</sup>	\$ 30.92	40.0	\$ 7,129	\$ 71,629
Police Patrolman 5 <sup>1(502)</sup>	\$ 30.92	40.0	\$ 1,929	\$ 66,429
Police Patrolman 6 <sup>1(513)</sup>	\$ 30.92	40.0	\$ 6,808	\$ 71,307
Police Patrolman 7 <sup>1(514)</sup>	\$ 30.92	40.0	\$ 1,608	\$ 66,107
Police Patrolman 8 <sup>1(516)</sup>	\$ 30.92	40.0	\$ -	\$ 64,499
Police Patrolman 9 <sup>1(517)</sup>	\$ 30.92	40.0	\$ -	\$ 64,499
Police Patrolman 10 <sup>1(518)</sup>	\$ 30.92	40.0	\$ -	\$ 64,499
Police Patrolman 11 <sup>1(520)</sup>	\$ 30.92	40.0	\$ -	\$ 64,499
Police Patrolman 12 <sup>1(521)</sup>	\$ 28.04	40.0	\$ -	\$ 58,491
Police Patrolman 13 <sup>1</sup>	\$ 24.26	40.0	\$ -	\$ 50,606
Shift Differentials, Holiday Coverage, and Officer-in-Charge			\$ -	\$ 64,380

<b>Library</b>	<b>Hourly Rate</b>	<b>Weekly Hours</b>	<b>Annual Longevity / Stipend</b>	<b>FY 2018 Total</b>
Director	\$ 30.16	40.00	\$ 941	\$ 63,675
Children's Librarian <sup>2</sup>	\$ 20.71	19.0	\$ -	\$ 20,461
Library Assistant	\$ 16.56	9.0	\$ 116	\$ 7,866
Library Assistant	\$ 16.56	10.0	\$ 258	\$ 8,870
Library Assistant	\$ 16.56	15.0	\$ 323	\$ 13,240
Library Assistant	\$ 16.56	9.0	\$ -	\$ 7,750
Library Assistant	\$ 16.56	10.0	\$ -	\$ 8,611
Technician <sup>2</sup>			\$ -	\$ -
Custodian <sup>2</sup>			\$ -	\$ 7,000

<b>Other Departments</b>	<b>Hourly Rate</b>	<b>Weekly Hours</b>	<b>Annual Longevity / Stipend</b>	<b>FY 2018 Total</b>
Finance Committee clerk (hours per year)	\$ 18.56	107.8	\$ -	\$ 2,000
Town Accountant	\$ 29.72	25.0	\$ -	\$ 38,636
Principal Assessor	\$ 35.52	40.0	\$ 3,586	\$ 77,467
Elections/Registrations Registrars (3 @ 150 each)			\$ 450	\$ 450
Elections/Registrations Secretary			\$ 350	\$ 350
Administrative Assistant - Conservation	\$ 18.64	10.0	\$ -	\$ 9,693
Administrative Assistant - Zoning	\$ 18.56	120.0	\$ -	\$ 2,227.20
Building Inspector	\$ 27.46	18.0	\$ -	\$ 25,703
Zoning Enforcer	\$ 21.12	15.0	\$ -	\$ 16,474
Outside Services - Building Inspector Account			\$ -	\$ 1,000
Board of Health Animal Inspector			\$ -	\$ 5,500
Van Driver Council on Aging	\$ 16.56	18.0	\$ -	\$ 15,500
Outreach Worker Council on Aging	\$ 16.56	10.0	\$ -	\$ 8,611
Senior Service Director	\$ 27.45	40.0	\$ -	\$ 57,096
Veteran's Agent			\$ -	\$ 3,000
Parks and Recreation Director	\$ 20.71	35.0	\$ -	\$ 37,879

its base pay. Does not include shift differential, holiday pay.

Salaries in negotiations are shown as level funded pending the resolution of their respective contacts.



▪ **THE COMMONWEALTH OF MASSACHUSETTS**  
**TO EITHER OF THE CONSTABLES OF THE TOWN OF MENDON, IN THE COUNTY OF**  
**WORCESTER, SS. GREETINGS:**

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS YOU are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet at the **Miscoe Hill School** in said MENDON on the **5th** day of **May** next, at 7:00 o'clock in the fore noon, then and there to act on the following articles:

- ARTICLE 1**  
**(Fin Com)** To see if the Town will vote that any motion or amendment to increase any monetary articles or line items as proposed by the Finance Committee, presented at this Town Meeting Shall be **OUT OF ORDER** unless such motion, or amendment, states the source of funding as being from available free cash, or the line item or article that will be reduced by the same amount; or take any action in relation thereto.
- ARTICLE 2**  
**(Fin Com)** To fix the salaries and compensations of the elected officials of the Town.
- ARTICLE 3**  
**(Fin Com)** To determine what sums of money the Town will raise and appropriate and/or transfer from available funds to defray charges and expenses of the Town including debt and interest and to provide for a reserve fund for the ensuing fiscal year; or take any action in relation thereto.
- ARTICLE 4**  
**(Fin Com)** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund the FY2018 portion of the Assessor's Cyclical Inspection Program; or take any action in relation thereto.
- ARTICLE 5**  
**(BOA)** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund the FY2018 portion of the Update Valuation Account; or take any action in relation thereto.
- ARTICLE 6**  
**(Fin Com)** To see if the Town will vote to establish a revolving fund as recommended by the Board of Selectmen for the Taft Public Library in accordance with M.G.L. Chapter 44, Section 53E 1/2. The purpose of this fund shall be to replace items lost or damaged by those who borrow materials and to purchase new materials. Receipts to this fund shall be monies paid by borrowers for lost or damaged materials and for overdue fines. The Library Director, with the approval of the Library Board of Trustees, shall be authorized to expend from this fund but at no time may exceed more than the available balance in the revolving fund nor expend more than six thousand dollars.
- ARTICLE 7**  
**(Planning Board)** To see if the Town will vote to establish a revolving fund as recommended by the Board of Selectmen for the Planning Board in accordance with M.G.L. Chapter 44, Section 53E 1/2. The purpose of this fund shall be to hold deposits made by applicants before the Planning Board for engineering and other applicable fees incurred by the Planning Board for processing the requests of said applicants. The Planning Board Chair, with the approval of the Planning Board, shall be authorized to expend from this fund but at no time may exceed more than the available balance in the revolving fund nor expend more than thirty thousand dollars.
- ARTICLE 8**  
**(Highway)** To see if the Town will vote to establish a revolving fund as recommended by the Board of Selectmen for the Highway Department in accordance with M.G.L. Chapter 44, Section 53E 1/2. The purpose of this fund shall be to hold all monies related to recycling materials including, but not limited to, metal, tires, light bulbs, batteries, etc. collected at the recycling center located at the Highway Department to maintain and improve the recycling facility. The Highway Surveyor, with approval of the Board of



Selectmen, shall be authorized to expend from this fund but at no time may exceed more than the available balance in the revolving fund nor expend more than twenty-five thousand dollars.

**ARTICLE 9  
(Con Com)** To see if the Town will vote to establish a revolving fund as recommended by the Board of Selectmen for the Conservation Commission in accordance with M.G.L. Chapter 44, Section 53E 1/2. The purpose of this fund shall be to hold deposits made by applicants before the Conservation Commission for engineering and other applicable fees incurred by the Conservation Commission for processing the requests of said applicants. The Conservation Commission Chair, with approval of the Conservation Commission, shall be authorized to expend from this fund but at no time may exceed more than the available balance in the revolving fund nor expend more than twenty-five thousand dollars.

**ARTICLE 10  
(Fin Com)** To see if the Town will vote to raise and appropriate and/or transfer a sum of money from available sources for Police Department State/Federal General Matching Grants; or take any action in relation thereto.

**ARTICLE 11  
(Land Use  
Com)** To see if the Town will vote to approve the Mendon Land Use Committee's Five Year Land Use Program, copies of which are available in the Town Clerk's office and on the Town website; or take any action in relation thereto.

**ARTICLE 12  
(Highway)** To see if the Town will vote to appropriate funds provided to the Town by the Commonwealth under so-called Chapter 90 type money and such other funds as the Commonwealth of Massachusetts Department of Transportation (including its Highway Division) may provide, and to authorize the Board of Selectmen to enter into contracts with the Massachusetts Department of Transportation (including its Highway Division) for so-called Chapter 90 type money and such other funds allocated to the Town; or take any action in relation thereto.

**ARTICLE 13  
(BOA)** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund expenses related to Appellate Tax Board Consultant Account; or take any action in relation thereto.

**ARTICLE 14  
(BOS)** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund expenses related to Mendon's 350<sup>th</sup> Celebration or take any action in relation thereto.

**ARTICLE 15  
(CPC)** To see if the Town will vote to transfer a sum of money from the CPA Community Preservation Budgeted Reserve Account and Community Preservation Open Space Account to fund a portion of the FY18 Fino Land Debt; or take any action in relation thereto.

**ARTICLE 16  
(Parks)** To see if the Town will vote to establish a revolving fund as recommended by the Board of Selectmen for the Parks Commission in accordance with M.G.L. Chapter 44, Section 53E 1/2. The purpose of this fund shall be to hold the fees received by the Mendon Parks & Recreation Department in connection with its operations, activities, and programs, but excluding receipts received in connection with swim lessons and admission fees for the Town Beach. The Parks & Recreation Director, with the approval of the Parks Commission, shall be authorized to expend from this fund for any and all purposes related to the programs, activities, operations, maintenance, and capital improvements of the Mendon Parks & Recreation Department. At no time shall the Parks Commission be allowed to expend funds in excess of the available balance in the revolving fund nor expend more than one hundred thousand dollars without the approval of the Board of Selectmen and Finance Committee.



- ARTICLE 17 (CPC)** To see if the Town will vote to transfer a sum of money from the Community Preservation Budgeted Reserve Account to fund the installation of a drainage system on Tetreault Field; or take any action in relation thereto.
- ARTICLE 18 (CPC)** To see if the Town will vote to transfer a sum of money from the Community Preservation Affordable Housing Account to renew the position of the part-time Affordable Housing Coordinator for FY18; or take any action in relation thereto.
- ARTICLE 19 (CPC)** To see if the Town will vote to transfer a sum of money from the CPA Historical Preservation Funds to fund the consultant to research and file the National Register application for the Olney Cook House; or take any action in relation thereto.
- ARTICLE 20 (Land Use)** To see if the Town will transfer a sum of money from the Mendon Land Bank for trail signage on Town open space properties; or act or do anything in relation thereto.
- ARTICLE 21 (BOS)** To see if the Town will vote to accept Massachusetts General Laws Chapter 90, Section 17C, so as to allow the Board of Selectmen, in the interests of public safety and without further authority, to establish a speed limit of 25 miles per hour on any roadway inside a thickly settled or business district in the Town on any way that is not a state highway; or act or do anything in relation thereto.
- ARTICLE 22 (BOS)** To see if the Town will vote to accept Massachusetts General Laws Chapter 90, Section 18B, so as to allow the Board of Selectmen, in the interests of public safety and without further authority, to establish designated safety zones on, at or near any way in the Town which is not a state highway, and with the approval of the Massachusetts Department of Transportation if the same is a state highway, with such safety zones to be posted as having a speed limit of 20 miles per hour; or act or do anything in relation thereto.
- ARTICLE 23 (LHD)** To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 40C, Section 3, and any other enabling law: (1) to receive the final report, with recommendations, of the Local Historic District Study Committee; (2) to create the Town Center District and the Taft Homestead District; and (3) to amend the Town of Mendon General By-laws, by adding the following Chapter 30 (entitled "Local Historic District By-law"): or act or do anything in relation thereto.

**Local Historic Districts Bylaw**

*The Town of Mendon hereby establishes Local Historic Districts, to be administered by an Historic District Commission as provided for under Massachusetts General Laws Chapter 40C, as amended.*

**1. PURPOSE**

*The purpose of this bylaw is to help property owners and the Town of Mendon in the preservation and protection of the distinctive characteristics and architecture of buildings and places significant in the history of the Town of Mendon, to encourage and support new and innovative building designs and techniques compatible with the existing architecture, and the promotion of those purposes as set forth in Massachusetts General Laws Chapter 40C.*

**2. DEFINITIONS**

*The terms defined in this section shall be capitalized throughout this Bylaw. Where a defined term has not been capitalized, it is intended that the meaning of the term be the same as the meaning ascribed to it in this section unless another meaning is clearly intended by its context. As used in this Bylaw the following terms shall have the following meaning:*

**ALTERATION, TO ALTER**

*The act or the fact of rebuilding, reconstructing, restoring, replicating, removing, demolishing, changing in exterior color, and other similar activities.*

**BUILDING**

*A combination of materials forming a shelter for persons, animals or property.*

**CERTIFICATE**

*A Certificate of Appropriateness, a Certificate of Non-Applicability, or a Certificate of Hardship as set forth in this Bylaw.*



**COMMISSION**

The Historic District Commission as established in this Bylaw.

**CONSTRUCTION, TO CONSTRUCT**

The act or the fact of building, erecting, installing, enlarging, moving and other similar activities.

**DISPLAY AREA**

The total surface area of a SIGN, including all lettering, wording, designs, symbols, background and frame, but not including any support structure or bracing incidental to the SIGN. The DISPLAY AREA of an individual letter SIGN or irregular shaped SIGN shall be the area of the smallest rectangle into which the letters or shape will fit. Where SIGN faces are placed back to back and face in opposite directions, the DISPLAY AREA shall be defined as the area of one face of the SIGN.

**DISTRICT**

The Local Historic Districts as established in this Bylaw, to consist of one or more DISTRICT areas.

**EXTERIOR ARCHITECTURAL FEATURE**

Such portion of the exterior of a BUILDING or STRUCTURE as is open to view from a public street, public way, public park or public body of water, including but not limited to architectural style and general arrangement and setting thereof, the kind, color and texture of exterior building materials, the color of paint or other materials applied to exterior surfaces and the type and style of windows, doors, lights, signs and other appurtenant exterior fixtures.

**PERSON AGGRIEVED**

The applicant; an owner of adjoining property; an owner of property within the same DISTRICT area as property within one hundred (100) feet of said property lines; and any charitable corporation in which one of its purposes is the preservation of historic structures, or districts.

**SIGNS** - Any symbol, design or device used to identify or advertise any place of business, product, activity or person.

**STRUCTURE**

A combination of materials other than a BUILDING, including but not limited to a SIGN, fence, wall, terrace, walk or driveway.

**TEMPORARY STRUCTURE or BUILDING**

A BUILDING not to be in existence for a period of more than two (2) years. A STRUCTURE not to be in existence for a period of more than one (1) year. The COMMISSION may further limit the time periods set forth herein as it deems appropriate.

**3. DISTRICT**

The DISTRICT shall consist of one or more DISTRICT areas as listed in Section 13 (Appendices) of this Bylaw.

**4. COMMISSION**

4.1 The DISTRICT shall be overseen by a COMMISSION consisting of seven (7) members, to be appointed by the Board of Selectmen, two (2) members initially to be appointed for one (1) year, two (2) for two (2) years, and three (2) for three (3) years, and each successive appointment to be made for three (3) years.

4.2 The COMMISSION shall include, if possible, one (1) member from two (2) nominees solicited from the Mendon Historical Society (or its successor organization), one (1) member from two (2) nominees solicited from the chapter of the American Institute of Architects covering Mendon or an Architect living or working in Mendon; one (1) member from two nominees of the Board of Realtors covering Mendon or a Realtor living or working in Mendon; and one (1) property owner from within each of the DISTRICT areas. If within thirty days after submission of a written request for nominees to any of the organizations herein named insufficient nominations have been made, the Board of Selectmen may proceed to make appointments as it desires.

4.3 The Board of Selectmen may appoint up to four (4) alternate members to the COMMISSION. As designated by the acting chairman of the COMMISSION, an alternate member shall have the right to act and vote in the place of one regular member in the event of a vacancy on the COMMISSION or should such regular member be absent from a meeting or be unwilling or unable to act or vote. Said alternate members shall initially be appointed for terms of two (2) or three (3) years, and for three (3) year terms thereafter. Should an application consume multiple meetings, the same COMMISSION would need to vote on that proposal.

4.4 Each member and alternate member shall continue to serve in office after the expiration date of his or her term until a successor is duly appointed and qualified.

4.5 Meetings of the COMMISSION shall be held at the call of the Chairman, at the request of two (2) members and in such other manner as the COMMISSION shall determine in its Rules and Regulations.

4.6 Four (4) members of the COMMISSION shall constitute a quorum.

**5. COMMISSION POWERS AND DUTIES**

5.1 The COMMISSION shall exercise its powers in administering and regulating the CONSTRUCTION and ALTERATION of any STRUCTURES or BUILDINGS within the DISTRICT as set forth under the procedures and criteria established in this Bylaw and M.G.L. Chapter 40C. In exercising its powers and duties hereunder, the COMMISSION shall pay due regard to the distinctive characteristics of each BUILDING, STRUCTURE and DISTRICT area.

5.2 The COMMISSION may adopt, and from time to time amend, reasonable Rules and Regulations not inconsistent with the provisions of this Bylaw or M.G.L. Chapter 40C, setting forth such forms and procedures as it deems desirable and necessary for the regulation of its affairs and the conduct of its business, including but not limited to requirements for the contents and form of applications for CERTIFICATES, fees, hearing procedures and other matters. The COMMISSION shall file a copy of any such Rules and Regulations with the office of the Town Clerk.

5.3 The COMMISSION, after a public hearing duly posted and advertised at least fourteen (14) days in advance in a conspicuous place in Town Hall and in a newspaper of general circulation in Mendon, may



adopt and from time to time amend guidelines which set forth the designs for certain EXTERIOR ARCHITECTURAL FEATURES which are, in general, suitable for the issuance of a CERTIFICATE. No such design guidelines shall limit the right of an applicant for a CERTIFICATE to present other designs to the COMMISSION for approval.

5.4 The COMMISSION shall at the beginning of each fiscal year hold an organizational meeting and elect a Chairman, a Vice Chairman and Secretary from its regular membership, and file notice of such election with the office of the Town Clerk.

5.5 The COMMISSION shall keep a permanent record of its resolutions, transactions, decisions and determinations and of the vote of each member participating therein.

5.6 The COMMISSION shall undertake educational efforts to explain to the public and property owners the merits and functions of a DISTRICT.

#### **6. ALTERATIONS AND CONSTRUCTION PROHIBITED WITHOUT A CERTIFICATE**

6.1 Except as this Bylaw provides, no BUILDING or STRUCTURE or part thereof within a DISTRICT shall be CONSTRUCTED or ALTERED in any way that affects the EXTERIOR ARCHITECTURAL FEATURES as visible from a public street, public way, public park, or public body of water, unless the COMMISSION shall first have issued a CERTIFICATE with respect to such CONSTRUCTION or ALTERATION.

6.2 No building permit for CONSTRUCTION of a BUILDING or STRUCTURE or for ALTERATION of an EXTERIOR ARCHITECTURAL FEATURE within a DISTRICT and no demolition permit for demolition or removal of a BUILDING or STRUCTURE within a DISTRICT shall be issued by the Town or any department thereof until a CERTIFICATE as required under this Bylaw has been issued by the COMMISSION.

#### **7. PROCEDURES FOR REVIEW OF APPLICATIONS**

7.1 Any person who desires to obtain a CERTIFICATE from the COMMISSION shall file with the COMMISSION an application for a CERTIFICATE of Appropriateness, of Non-Applicability and/or Hardship, as the case may be. The application shall be accompanied by such plans, elevations, specifications, material and other information, including in the case of demolition or removal a statement of the proposed condition and appearance of the property thereafter, as may be reasonably deemed necessary by the COMMISSION to enable it to make a determination on the application. The COMMISSION shall have the authority to determine a filing fee for a CERTIFICATE. In the event that an application is missing such information (including but not limited to the payment of the required filing fee), it shall be deemed incomplete.

7.2 The COMMISSION shall determine within fourteen (14) days of the filing of a completed application for a CERTIFICATE whether said application involves any EXTERIOR ARCHITECTURAL FEATURES which are within the jurisdiction of the COMMISSION.

7.3 If the COMMISSION determines that an application for a CERTIFICATE does not involve any EXTERIOR ARCHITECTURAL FEATURES, or involves an EXTERIOR ARCHITECTURAL FEATURE which is not subject to review by the COMMISSION under the provisions of this Bylaw, the COMMISSION shall forthwith issue a CERTIFICATE of Non-Applicability.

7.4 If the COMMISSION determines that such application involves any EXTERIOR ARCHITECTURAL FEATURE subject to review under this Bylaw, it shall hold a public hearing on the application, except as may otherwise be provided in this Bylaw. The COMMISSION shall hold such a public hearing within forty-five (45) days from the date of the filing of the completed application. At least fourteen (14) days before said public hearing, public notice shall be given by posting in a conspicuous place in Mendon Town Hall and in a newspaper of general circulation in Mendon. Such notice shall identify the time, place and purpose of the public hearing. Concurrently, a copy of said public notice shall be mailed to the applicant, to the owners of all adjoining properties, to the owners of all property within the same DISTRICT area within one hundred (100) feet of the subject property lines, to any charitable corporation in which one of its purposes is the preservation of historic structures or districts, and of other properties deemed by the COMMISSION to be materially affected thereby - all as they appear on the most recent applicable tax list, to the Planning Board, to any person filing a written request for notice of hearings (such request to be renewed yearly in December), and to such other persons as the COMMISSION shall deem entitled to notice. The said certified tax list shall be deemed conclusive for all purposes.

7.4.1 A public hearing on an application for a CERTIFICATE need not be held if such hearing is waived in writing by all persons entitled to notice thereof. In addition, a public hearing on an application for a CERTIFICATE may be waived by the COMMISSION if the COMMISSION determines that the EXTERIOR ARCHITECTURAL FEATURE involved, or its category or color, as the case may be, is so insubstantial in its effect on the DISTRICT that it may be reviewed by the COMMISSION without a public hearing on the application, provided, however, that, if the COMMISSION dispenses with a public hearing on an application for a CERTIFICATE, notice of such application shall be given to the owners of all adjoining property and other property deemed by the COMMISSION to be materially affected thereby as above provided, and ten (10) days shall elapse after the mailing of such notice before the COMMISSION may act upon such application.

7.5 Within sixty (60) days after the filing of a completed application for a CERTIFICATE, or within such further time as the applicant may allow in writing, the COMMISSION shall issue a CERTIFICATE or a disapproval. In the case of a disapproval of an application for a CERTIFICATE, the COMMISSION shall set forth in its disapproval the reasons for such disapproval. The COMMISSION may include in its disapproval specific recommendations for changes in the applicant's proposal with respect to the appropriateness of design, arrangement, texture, material and similar features which, if made and filed with the COMMISSION in a subsequent application, would make the application acceptable to the COMMISSION. If within fourteen (14) days of the receipt of such a notice the applicant files a written modification of his application in conformity with the recommended changes of the COMMISSION, the COMMISSION shall cause a CERTIFICATE of the appropriateness to be issued to the applicant.



- 7.6 The concurring vote of a majority of the members shall be required to issue a CERTIFICATE.
- 7.7 In issuing CERTIFICATES, the COMMISSION may, as it deems appropriate, impose certain conditions and limitations, and may require architectural or plan modifications consistent with the intent and purpose of this Bylaw.
- 7.8 If the COMMISSION determines that the CONSTRUCTION or ALTERATION for which an application for a CERTIFICATE of Appropriateness has been filed will be appropriate for or compatible with the preservation or protection of the DISTRICT, the COMMISSION shall issue a CERTIFICATE of Appropriateness.
- 7.9 If the CONSTRUCTION or ALTERATION for which an application for a CERTIFICATE of Appropriateness has been filed shall be determined to be inappropriate and therefore disapproved, or in the event of an application for a CERTIFICATE of Hardship, the COMMISSION shall determine whether, owing to conditions especially affecting the BUILDING or STRUCTURE involved, but not affecting the DISTRICT generally, failure to approve an application will involve a substantial hardship, financial or otherwise, to the applicant and whether such application may be approved without substantial detriment to the public welfare and without substantial derogation from the intent and purposes of this Bylaw. If the COMMISSION determines that owing to such conditions failure to approve an application will involve substantial hardship to the applicant and approval thereof may be made without such substantial detriment or derogation, the COMMISSION shall issue a CERTIFICATE of Hardship.
- 7.10 The COMMISSION shall send a copy of its CERTIFICATES and disapprovals to the applicant and shall file a copy of its CERTIFICATES and disapprovals with the office of the Town Clerk and the Building Inspector. The date of issuance of a CERTIFICATE or disapproval shall be the date of the filing of a copy of such CERTIFICATE or disapproval with the office of the Town Clerk.
- 7.11 If the COMMISSION should fail to issue a CERTIFICATE or a disapproval within sixty (60) days of the filing of the completed application for a CERTIFICATE, or within such further time as the applicant may allow in writing, the COMMISSION shall thereupon issue a CERTIFICATE of Hardship.
- 7.12 Each CERTIFICATE issued by the COMMISSION shall be dated and signed by its chairman or such other person designated by the COMMISSION to sign such CERTIFICATES on its behalf.
- 7.13 A PERSON AGGRIEVED by a determination of the COMMISSION may, within twenty (20) days of the issuance of a CERTIFICATE or disapproval, file a written request with the COMMISSION for a review by a person or persons of competence and experience in such matters, acting as arbitrator and designated by the regional planning agency of which the Town of Mendon is a member. Should such a regional planning agency not be in existence, M.G.L. 40C, Section 12 designates the Department of Community Affairs as selecting the appropriate regional planning agency. The finding of the person or persons making such review shall be filed with the Town Clerk within forty-five (45) days after the request, and shall be binding on the applicant and the COMMISSION, unless a further appeal is sought in the Worcester County Superior Court as provided in Chapter 40C, Section 12A. The filing of such further appeal shall occur within twenty (20) days after the finding of the arbitrator has been filed with the office of the Town Clerk.
- 7.14 In the event of demonstrated emergency, the COMMISSION may reduce the time periods set forth in Sections 7.4, 7.5, and 7.11.

#### **8. CRITERIA FOR DETERMINATIONS**

- 8.1 In deliberating on applications for CERTIFICATES, the COMMISSION shall consider, among other things, the historic and architectural value and significance of the site, BUILDING or STRUCTURE; the general design, proportions, detailing, mass, arrangement, texture, material and color of the EXTERIOR ARCHITECTURAL FEATURES involved; and the relation of such EXTERIOR ARCHITECTURAL FEATURES to similar features of BUILDINGS and STRUCTURES in the surrounding area. The Commission shall be guided by the purpose of this Bylaw to preserve and protect EXTERIOR ARCHITECTURAL FEATURES of the BUILDINGS and STRUCTURES in the District as they exist at the time of this Bylaw's adoption.
- 8.2 In the case of new CONSTRUCTION or additions to existing BUILDINGS or STRUCTURES, the COMMISSION shall consider the appropriateness of the size, shape and proportions of the BUILDING or STRUCTURE both in relation to the land area upon which the BUILDING or STRUCTURE is situated and in relation to BUILDINGS and STRUCTURES in the vicinity and the COMMISSION may in appropriate cases impose dimensional and setback requirements in addition to those required by applicable statute or bylaw.
- 8.3 When ruling on applications for CERTIFICATES on solar energy systems as defined in Section 1A of Chapter 40A, the COMMISSION shall consider the policy of the Commonwealth of Massachusetts to encourage the use of solar energy systems and to protect solar access.
- 8.4 The COMMISSION shall not consider interior arrangements or architectural features not subject to public view.

#### **9. EXCLUSIONS**

- 9.1 The COMMISSION shall exclude from its purview the following:
- 9.1.1 Temporary, STRUCTURES or SIGNS subject, however, to such conditions pertaining to the duration of use, location, lighting, removal and similar matters as the COMMISSION may reasonably specify.
- 9.1.2 Terraces, walks, driveways, sidewalks and similar STRUCTURES, provided that any such STRUCTURE is substantially at grade level.
- 9.1.3 Storm windows and doors, screen for windows and doors, and window air conditioners.
- 9.1.4 The color of paint.
- 9.1.5 The color of materials used on roofs.
- 9.1.6 Signs of not more than one (1) square foot in DISPLAY AREA in connection with use of a residence for a customary home occupation or for professional purposes, provided only one (1) such sign is displayed in connection with each residence and if illuminated is illuminated only



indirectly; and one (1) sign in connection with the nonresidential use of each BUILDING or STRUCTURE which is not more than twelve (12) square feet in DISPLAY AREA, consists of letters painted on wood without symbol or trademark and if illuminated is illuminated indirectly.

9.1.7 The reconstruction, substantially similar in exterior design, of a BUILDING, STRUCTURE or EXTERIOR ARCHITECTURAL FEATURE damaged or destroyed by fire, storm or other disaster, provided such reconstruction is begun within one (1) year thereafter and carried forward with due diligence.

9.2 Upon request the COMMISSION shall issue a CERTIFICATE of Non-Applicability with respect to CONSTRUCTION or ALTERATION in any category not subject to review by the COMMISSION in accordance with the above provisions.

9.3 Nothing in this Bylaw shall be construed to prevent the ordinary maintenance, repair or replacement of any EXTERIOR ARCHITECTURAL FEATURE within a DISTRICT which does not involve a change in design, material, color or the outward appearance thereof, nor to prevent landscaping with plants, trees or shrubs, nor construed to prevent the meeting of requirements certified by a duly authorized public officer to be necessary for public safety because of an unsafe or dangerous condition, nor construed to prevent any CONSTRUCTION or ALTERATION under a permit duly issued prior to the effective date of this Bylaw.

#### **10. CATEGORICAL APPROVAL**

The COMMISSION may determine from time to time after a public hearing, duly advertised and posted at least fourteen (14) days in advance in a conspicuous place in Town Hall and in a newspaper of general circulation in Mendon, that certain categories of EXTERIOR ARCHITECTURAL FEATURES or STRUCTURES under certain conditions may be CONSTRUCTED or ALTERED without review by the COMMISSION without causing substantial derogation from the intent and purposes of M.G.L. c 40C Section 8(c).

#### **11. ENFORCEMENT AND PENALTIES**

11.1 The COMMISSION shall determine whether a particular activity is in violation of this Bylaw or not, and the COMMISSION shall be charged with the enforcement of this Bylaw.

11.2 The COMMISSION, upon a written complaint of any resident of Mendon, or owner of property within Mendon, or upon its own initiative, may institute any appropriate action or proceedings in the name of the Town of Mendon to prevent, correct, restrain or abate violation of this Bylaw. In the case where the COMMISSION is requested in writing to enforce this Bylaw against any person allegedly in violation of same and the COMMISSION declines to act, the COMMISSION shall notify, in writing, the party requesting such enforcement of any action or refusal to act and the reasons therefore, within twenty-one (21) days of receipt of such request.

11.3 Whoever violates any of the provisions of this Bylaw shall be punishable by a fine of up to \$300.00 for each offense. Each day during any portion of which such violation continues to exist shall constitute a separate offense. In the event of demonstrated emergency, the COMMISSION may waive and/or reduce any penalties set forth herein.

11.4 The COMMISSION may designate the Building Inspector of the Town of Mendon to act on its behalf and to enforce this Bylaw under the direction of the COMMISSION.

#### **12. VALIDITY AND SEVERABILITY**

The provisions of this Bylaw shall be deemed to be separable. If any of its provisions, sections, subsections, sentences or clauses shall be held to be invalid or unconstitutional by any court of competent jurisdiction, the remainder of this Bylaw shall continue to be in full force and effect.

#### **APPENDICES**

##### **Appendix 1: Mendon Center District**

The Mendon Center District shall be a DISTRICT area under this Bylaw. The location and boundaries of the Mendon Center District are defined and shown on the Local Historic District Map of the Town of Mendon, which is a part of this Bylaw.

##### **Appendix 2: Taft Homestead District**

The Taft Homestead District shall be a DISTRICT area under this Bylaw. The location and boundaries of the Taft Homestead District are defined and shown on the Local Historic District Map of the Town of Mendon, which is part of this Bylaw.

Maps of the Mendon Center District and the Taft Homestead District are available at the Mendon Town Hall Offices.



- ARTICLE 24 (CPC)** To see if the Town will vote to transfer \$10,000 from CPA Historical Preservation Funds, or otherwise provide, for the purchase of preservation restrictions on historic homes in the Local Historic District, with the disbursement of such funds contingent on the Community Preservation Committee establishing a documented process for the use of such CPA funds; or take any other action in relation thereto.
- ARTICLE 25 (COA)** To see if the Town will vote to transfer from available funds, or otherwise provide a sum of money for the purpose of replacing the windows at the Mendon Senior Center or take any other action in relation thereto
- ARTICLE 26 (Parks)** To see if the Town will vote to transfer from available funds, or otherwise provide a sum of money, for the purchase of new mowers and associated equipment for the Parks Department; or take any action in relation thereto.
- ARTICLE 27 (BOS)** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow and appropriate, or otherwise provide, the sum of \$5 million to design, construct, originally equip, and furnish a new Mendon Police Station, through the rehabilitation and restoration of the existing Mendon Fire Station building located at 24 Main Street or through the construction and alteration of a building located on Morrison Drive, including all costs incidental and related thereto; that to meet this appropriation, the Treasurer-Collector, with the approval of the Board of Selectmen, is authorized to borrow under and through M.G.L. c. 44, § 7(1), the Community Preservation Act , or any other enabling authority, and to issue bonds or notes of the Town therefor; that the Board of Selectmen is authorized to take any other action necessary to carry out this project, including determining the location of the Mendon Police Station; provided that any non-Community Preservation Act debt authorization be contingent upon passage of a Proposition 2 ½ debt exclusion referendum under M.G.L. c. 59, § 21C(k); or act or do anything in relation thereto.
- Article 28 (BOS)** To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 59, Section 38H, and/or any other enabling authority, to ratify and approve, and to authorize the Board of Selectmen to negotiate and enter into on such terms and conditions as the Board of Selectmen deems in the best interests of the Town, a so-called Payment in Lieu of Taxes (PILOT) Agreement with BWC Box Pond, LLC, or its affiliate, with respect to payments for a sum certain in lieu of real and/or personal property taxes owed to the Town over a twenty (20) year period relative to a proposed solar electric generating facility at 30 Cape Rd, 30-2 Cape Rd, 38 Cape Rd, and 161 Hartford Ave East, Mendon, MA 01756, with an option for extension coterminous with the lease of said parcels; and to authorize the Board of Selectmen to take such actions and execute any necessary documents relating thereto; or act or do anything in relation thereto.
- Article 29 (BOS)** To see if the Town will vote to rescind its acceptance of Chapter 48, Sections 42 and 43 of the Massachusetts General Laws, the so-called “strong fire chief” statute, which acceptance was voted at the March 1951 Mendon Town Meeting, and to accept the provisions of Massachusetts General Laws Chapter 48, Section 42A, the so-called “weak fire chief” statute; or act or do anything in relation thereto.





**TOWN OF MENDON  
ANNUAL ELECTION WARRANT  
MAY 17, 2016**

**THE COMMONWEALTH OF MASSACHUSETTS WORCESTER, SS**

**TO EITHER OF THE CONSTABLES OF THE TOWN OF MENDON**, in the county of WORCESTER,  
greetings:

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS YOU are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet at the **Miscoe Hill School** in said MENDON on the **16th** day of **May** next, to act on the following article:

**Article 1**

Offices to be filled at the Annual Town Election to be held on May 16, 2017:

Moderator for 1 year  
Selectman for 3 years  
Board of Health for 3 years  
Assessor for 3 years  
Park Commissioner for 3 years  
Water Commissioner for 3 years  
Taft Public Library Trustee for 3 years  
Taft Public Library Trustee for 3 years  
Taft Public Library Trustee for 1 year  
Mendon-Upton Regional School District Committee member for 3 years  
Planning Board for 5 years  
Highway Surveyor for 3 years

**Question 1**

Shall the Town of Mendon be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to design, construct, originally equip, and furnish a new Mendon Police Station, through the rehabilitation and restoration of the existing Mendon Fire Station building located at 24 Main Street or through the construction and alteration of a building located on Morrison Drive, including all costs incidental and related thereto?

Yes \_\_\_\_ No \_\_\_\_

The polls will Open at 7:00 AM and Close at 8:00 PM



