

***Town of Acton  
Annual Town Meeting  
Warrant***



***For April 3, 1995***

Will be convened at 7:30 P.M.

In the Acton - Boxborough High School Auditorium

<u>ARTICLE</u>	<u>ARTICLE TITLE</u>	<u>PAGE</u>
Article 1	Choose Town Officers	17
Article 2	Hear and Accept Reports	17
Article 3*	Council on Aging Van Enterprise Budget	17
Article 4*	Nursing Enterprise Budget	18
Article 5*	Septage Disposal Enterprise Budget	18
Article 6	NESWC Enterprise Budget	19
Article 7	Merriam School Offset Receipts Budget	19
Article 8	Budget Transfer	19
Article 9	Municipal Stabilization Fund Transfer	20
Article 10	Town Operating Budget	20
Article 11	New Staff - Seasonal Workers	20
Article 12	Capital Improvements - Facilities and Equipment Repair and Renovations	21
Article 13	Capital Improvements - Vehicle Replacment	23
Article 14	Capital Improvements - Departmental Equipment	24
Article 15	Capital Improvements - Wide Area Network (WAN)	25
Article 16	Capital Improvements - Infrastructure Improvements	26
Article 17	North Acton Recreation Area	27
Article 18	Minuteman Regional School Assessment	28
Article 19	Acton Boxborough Regional School Assessment	28
Article 20	Acton Public School Budget	28
Article 21	Capital Article - Acton Boxborough Regional Schools	29
Article 22	Capital Article - Acton Public Schools	29
Article 23	Sidewalk Construction	30
Article 24*	Bridge/Culvert Replacement	30
Article 25	Central Massachusetts Mosquito Control Project	31
Article 26	Local Mosquito Control Program Funding	31
Article 27#	Integrated Pest Management Program	32
Article 28*	Chapter 90 Highway Reimbursement Program	32
Article 29*	Emergency/Disaster Aid Appropriations	33
Article 30*	Section 53E 1/2 Self Funding Programs	33
Article 31*	Cemetery Land Fund Transfer	34
Article 32*	Repurchase Cemetery Lot	34
Article 33	Municipal Power Study Committee	35
Article 34	ACHC Home Rule Petition	35
Article 35	SAV District Boundaries	39
Article 36	SAV Use Regulations	40
Article 37	SAV Dimensional Regulations	43
Article 38	Parking in SAV District	45
Article 39	Site Plan Special Permit in the SAV District	47
Article 40	Continuance of Zoning Compliance Following Municipal Acquisition and Use	48
Article 41	Amend Sign Regulations	49
Article 42*	Amend Common Drives Regulations	54
Article 43*	Driveways in the Village Residential (VR) District	55
Article 44	Transportation Services - Zoning Article	56
Article 45	Change Floor Area Ratio Limit in the Office park (OP-1) District	56
Article 46*	Amend Local Historic District Bylaw	57
Article 47*	Acceptance of Gifts of Land	58
Article 48*	Main Street Easement - Yetman	59
Article 49*	P.O. Square Traffic Signal Easements	60
Article 50	Street Acceptances	60
Article 51	Use of Funds to Reduce the Tax Rate	61

\*Consent

#Inserted by Citizen Petition

## Board of Selectmen's Message

### Warrant Format and Size

The format of this Warrant is very similar to the format presented last year which seemed to work very well and was developed to accommodate the expressed wish of Town Meeting to be given a larger role in making spending decisions on the municipal budget.

### Town Financial Proposals for Town Meeting

This year's proposed municipal spending plan is similar to last years and is composed of three main parts. First, there is a group of Articles (3,4,5,6 and 30) which request approval of various Enterprise and Revolving Funds which will allow more of the Municipal expenses to be shifted from the Tax Levy to Fee supported expenditures. New this year is the Health Inspectional Services Fund which will be fully funded by Food Service Inspections and Hazardous Materials Inspection Fees. The second part is Article 10 which is the cost of maintaining existing Town services at the level voted last year for the current fiscal year. This Article covers the salaries and expenses for the existing "Base B Budget". The amount in this Article reflects a 2.9% increase from the equivalent number last year. A minor change to this Article is the removal of all funding related to mosquito control. Mosquito control is addressed in a series of Articles (25, 26 and 27) to allow Town Meeting to determine the future of the program. The third part of the municipal spending plan consists of a series of Articles (11 through 17 and 23 through 29) which set out individual spending proposals for equipment replacement, sidewalk and highway improvements, bridge repair, and other municipal projects. All parts of the municipal plan can be accomplished within available funds and does not require an override of Proposition 2 1/2 spending limits.

### School Financial Proposals for Town Meeting

The Education Reform Act has been modified to correct some of the problems contained in the original act but the main effect of the legislation remains essentially unaltered. The Act attempts to level educational opportunities across the Commonwealth by shifting available State resources from smaller communities such as Acton. At the same time, minimum school spending is required to increase at rates above 2 1/2 percent while the Town is limited to a taxation limit of 2 1/2 percent. The long term effect on this is to reduce the funding available to support other municipal spending to less than 2 1/2 percent. The Local and Regional School Committees have a compelling argument that Acton cannot continue to operate a quality school system within the constraints of "Minimum school spending" as defined by the State. For this reason, the proposed budget for local schools (Article 20) reflects a 7.3% increase from last year and the regional school budget (Article 19) reflects a 8.3% increase. Additionally the School Committees are requesting Capital Improvements of \$624,344 for the Local Schools (Article 22) and \$495,000 for the Regional Schools (Article 21). The Selectmen are deeply concerned that these two Capital articles are being proposed by the School Committees with no "Revenue stream" to support payment of the Bonds to be issued. The only options available to pay the Bond payments are Free Cash which may or may not be available when needed), a Debt Exclusion

Override (which would allow the Town to temporarily raise the Tax Levy by the cost of the Bonds until they are paid off), or reductions in the Municipal Budget sufficient to meet the School Bond Payments. You may recall that the Town Budget last year included a Bonding Article with the Bond payments to be made from the Municipal Operating Budget in future years until the Bonds are retired. The School Committees have declined to fund their Bonding in a similar manner and do not wish to make the Articles contingent on a Debt Exclusion Override either of which would provide a Revenue Stream to support Bond Payments without risking the Municipal Budget as the only available funding source if Free Cash is not available when required.

Norman D. Lake  
William C. Mullin  
Nancy E. Tavernier  
F. Dore' Hunter  
Wayne Friedrichs  
ACTON BOARD OF SELECTMEN

## The Finance Committee Message

To: The Citizens of Acton

The Town's finances are in relatively good shape this year and no override is planned. Our comments are in two parts. The first part deals with the Operating Budgets. The second part deals with the Capital needs.

### The Operating Budgets

This year we are financially blessed with a windfall surplus called "Free Cash". Free cash represents a balance that is roughly equivalent to a savings account. This balance came about in the past year by a combination of receiving more revenues than anticipated and by spending less than our budget. These funds are available to the Town in support of the Town's needs, both the Municipality and the Schools. They are one time funds which, when spent, are gone. We could have the same fortuitous circumstances next year, but the circumstances could also swing the other way and create a deficit.

The Free Cash balance is approximately \$1,500,000 and represents about 4% of Town spending. This is a very small cushion with which to operate a \$30,000,000 combined Municipal and School budget. Over the last 5 years the Free Cash balances averaged \$950,000 or 3% of spending. Last year this balance had dropped to the very low level of \$165,000.

A planned and restrained use of funds is a difficult choice when we have so many needs. We must balance our short term wants with our long term needs.

A summary of the requested budget increases this year compared to the approved increases last year is as follows:

	<u>Last year's approved budget increase</u>	<u>This year's budget request</u>
The Municipality	1.4%	2.9%
Regional Schools	4.8%	8.3%
Local Schools	5.4%	7.3%
Minuteman Tech	-23.3%	7.5%

(Note: In order for the growth rates to be comparable, adjustments were made for the Regional funding of the Local Schools last year. This year's amounts were adjusted to reflect a budget transfer between the Municipal and Local Schools budgets)

This year's requested increases compare to rates of inflation in the 2-3% range and projected enrollment increases of 5% at the region and 3% at the Local Schools.

The Regional School budget increase should be reduced after a reassessment of expected Regional revenue. This assessment will be conducted by the Schools before Town Meeting.

The major issue that is driving up school spending in both the local and regional schools is "Special Education". Special Ed funding now comprises over 17% of the combined schools' budget. It is one of the fastest growing components of the budget growing at over 11% in the local schools and over 15% in the regional school. Total expenditures for Special Ed in the schools now exceed \$4,000,000. Currently, one in six students in the schools receive Special Ed benefits, which is about the state average. If this rate of growth continues unchecked, Special Ed spending will surpass 50% of today's total school spending in less than a decade.

The School Committees must work with the State Agencies and our representatives to resolve this burden on the Town. We encourage a redoubling of their past efforts to assist the school administration in controlling this cost.

In the local schools' budget, the second largest requested increase is to restore the K-2 Music, Art and Physical Education programs as well as the Librarian, English as a Second Language, and Reading positions. The items were cut last year when the school override proposal failed.

The Municipal's operating budget is increasing 2.9%. In addition to the operating budget, they will place 10 articles in the warrant seeking approximately \$470,000 in funds for capital items. The funding for these items will come from excess funds and the Free Cash account.

### The Capital Budget

The School's are requesting Capital Expenditures Budgets of approximately \$1,100,000.

The question this year is how much additional borrowing (bonding) should we take on in light of our very large future needs. Our debt is being paid down, but should we continue to bond if there is an alternative?

We need to maintain our borrowing capacity for two important reasons. First, Acton does not have a capital replacement plan, so we really do not know our future needs. The lack of a plan is a hindrance in making trade-offs between the competing needs of the various towns and school departments. We certainly cannot afford all of the requests.

Second, we know there are large potential bonding needs in the near future: Sewers in the South Acton area; the recent DEP ruling requiring expenditures for septic control at the schools; NESWC environmental improvements to their facility for which we will have to contribute our share; The possibility of a new school or a major addition (the study will be completed in June); A possible library addition; Spending on infrastructure such as roads, a program that is behind in the maintenance plan.

These programs are essential, yet there are other needs in the town such as sidewalks, improved recreation areas and a long list of important Municipal and School needs as well.

For these reasons we are urging the town, both municipality and the schools, to formulate a capital budget plan and in the interim to be prudent with our limited borrowing capacity and taxpayers' pocketbook.

In summary, the Finance Committee points out that spending increases are significantly above inflation or enrollment increases. We can afford the increases this year while staying within the 2 1/2% limit due to the favorable circumstances discussed above. This gives us the opportunity to make up for past underfunding of the Schools, and to purchase needed capital assets. However, we are concerned about adding a significant amount of ongoing spending to our base. If some of the one time revenues do not recur in the future, we might be looking again at the painful process of cutting town services or school programs in order to live within our means.

The Finance Committee does not support the School's bonding request. We support the need for most of the "bonding" items, but we are recommending that they be funded in an alternative discussed below. We believe we should save our bonding capacity for the probable large needs ahead. We also believe the alternative approach will save costs. The cost to issue a bond is in the range of \$30,000 to \$60,000 and there is the interest on the bonds as well.

As an alternative, we believe the needs of the Schools can be met by a combination of the following:

- Use a small part of the operating budget increase to cover a portion the expenses. Some of these capital expenditures are deferred maintenance that should come from the operating budget in any event.
- Use a small amount of Free Cash for another portion.
- Defer a portion of the expense and combine it with a new school addition. This may allow these expenses to qualify for a significant amount of state reimbursement if they are done with the addition.

The alternative will save costs. The cost to issue the bond is the equivalent one teacher. The interest on the bonds is the equivalent of an additional one to two teachers.

Finally, we support using some of the Free Cash account to pay for one time spending needs of the Municipality and the Schools. A target balance of the Free Cash account would be 2% - 3% of the Town's spending, or a balance of about \$750,000. In this way, we avoid adding to our spending infrastructure while saving our borrowing capacity for the future needs that could be significant. As a reminder, bonding by "debt exclusion override" is an automatic tax increase. Borrowing only defers the tax bite, it does not prevent it.

We would like to commend the many Local School parents who have contributed nearly \$400,000 in cash to the schools over the last four years, through their PTO organizations. Similar generosity is also evident with the Regional School parents. This is in addition to their considerable donation of time and other items to the Schools.

We wish to thank the School and Municipal administrations for their support throughout the year. In particular we wish to thank Bill Ryan (schools) and John Murray (municipality) for their assistance.

The Finance Committee welcomes your comments and participation during the year. We hope to see all of you throughout the Town Meeting and hope that you will participate.

Respectfully Submitted,

Sidney Johnston  
Herman Kabakoff  
Paul Kohout  
Charles Olmstead

David Steinhilper  
Elliot Whitney, Clerk  
Sharron Gaudet, Vice Chairman  
John Rogers, Chairman

Town of Acton  
Projected FY1996 Revenue & Expenditure Statement

*In Thousands.*

1995 Maximum Tax Levy	\$26,505
2 1/2% Increase	\$663
New Growth (\$23,000,000 of new construction value)	\$425
Override	\$0
Pre-existing Debt Exclusions	<u>\$455</u>
1996 Tax Levy	\$28,048
Cherry Sheet (FY95 Actual plus \$53,000 Add'l Ed. Aid)	\$1,998
Motor Vehicle Collections (1994 Actual Collections = \$1,292,000)	\$1,300
Departmental Revenue (See Next Page for detail)	\$1,125
Transfer from Stabilization Fund (Article # 16, April 1994)	78
Overlay Requirement (FY95 = \$640,000)	<u>(\$550)</u>
Total of Undesignated Revenues for FY 1996	\$31,998
Less Education Requests:	
Local School	\$10,491
Acton Boxboro Reg. School	\$8,613
Minuteman Tech.	<u>\$535</u>
Total Education Requests	<u>\$19,639</u>
Undesignated Balance	\$12,359
Dedicated Municipal Funds:	
Cemetery Trust Funds	\$67
Conservation Wetland Fees	\$15
Enterprise & Revolving Funds	<u>\$1,391</u>
Total of Dedicated Municipal Funds	<u>\$1,473</u>
Total Funds for Municipal Expenditures	<u>\$13,832</u>
Less:	
Municipal B--Budget	\$11,335
Municipal Articles	\$532
Enterprise/Revolving Funds	<u>\$2,128</u>
Balance	(\$163)

Town of Acton  
Departmental Revenue

Name	COLLECTED			BUDGETED		% Change FY95 - FY96
	FY 1993	FY 1994	2nd Quarter 1995	FY 1995	FY 1996	
Accountant	\$746	\$1,107	\$2,431	\$500	\$500	0.00%
Assessors	\$850	\$1,218	\$277	\$850	\$700	-17.65%
Building	\$91,085	\$111,376	\$77,566	\$100,000	\$115,000	15.00%
Cemeteries	\$22,160	\$36,657	\$16,768	\$30,000	\$30,000	0.00%
Civil Defense	\$10	\$145	\$25	\$0	\$100	N/A
Collector	\$148,286	\$135,914	\$51,531	\$149,000	\$133,000	-10.74%
Conservation Commission	\$300	\$300	\$300	\$0	\$400	N/A
C.O.A.	\$0	\$0	\$0	\$0	\$3,000	N/A
Dog Officer	\$0	\$0	\$0	\$0	\$0	N/A
Election	\$0	\$0	\$0	\$0	\$0	N/A
Engineering	\$1,066	\$698	\$200	\$1,000	\$1,000	0.00%
Finance	\$336,413	\$470,614	\$281,186	\$300,000	\$350,000	16.67%
Fire	\$59,882	\$62,982	\$16,383	\$60,000	\$65,000	8.33%
Health	\$44,809	\$51,441	\$19,976	\$50,000	\$22,150	-55.70%
Highway	\$1,605	\$285	\$590	\$500	\$500	0.00%
Library, Memorial	\$24,488	\$25,573	\$12,833	\$23,000	\$24,000	4.35%
Library, W.Acton	\$152	\$164	\$32	\$150	\$150	0.00%
Manager	\$102,014	\$135,065	\$51,582	\$100,000	\$125,000	25.00%
Moderator	\$0	\$0	\$0	\$0	\$0	N/A
Municipal Properties	\$0	\$0	\$0	\$0	\$0	N/A
Planning Board	\$57,260	\$91,184	\$40,485	\$90,000	\$77,000	-14.44%
Police	\$132,238	\$111,307	\$64,984	\$154,000	\$140,000	-9.09%
Town Clerk	\$25,876	\$26,011	\$13,954	\$29,000	\$35,000	20.69%
Veterans Services	\$0	\$0	\$0	\$0	\$0	N/A
Zoning Board of Appeals	\$1,980	\$2,125	\$1,300	\$1,500	\$2,000	33.33%
Sub-Total	\$1,051,221	\$1,264,165	\$652,403	\$1,089,500	\$1,124,500	3.21%
Cemetery Trust Funds	\$65,400	\$71,410	\$6,070	\$65,000	\$66,765	2.72%
Building Inspectional	\$42,059	\$52,160	\$33,561	\$52,250	\$60,000	14.83%
Sealer of Weights		\$7,734	\$3,064	\$6,500	\$7,000	7.69%
Historical Dist. Commission	\$250	\$285	\$160	\$250	\$250	0.00%
Conservation Wetland Fees	\$5,816	\$15,344	\$4,315	\$14,300	\$15,000	4.90%
C.O.A. Van	\$33,020	\$29,049	\$15,560	\$27,885	\$30,000	7.58%
Health - Upper Blackstone	\$134,231	\$125,550	\$58,440	\$163,000	\$170,000	4.29%
Health - Inspections	0	0	0	0	\$32,850	N/A
Highway - Neswc	\$714,665	\$613,333	\$447,714	\$562,000	\$625,000	11.21%
Nursing	\$467,952	\$366,492	\$224,330	\$446,678	\$466,000	4.33%
Sub-Total	\$1,463,393	\$1,281,356	\$793,214	\$1,337,863	\$1,472,865	10.09%
Grand Total	\$2,514,614	\$2,545,521	\$1,445,617	\$2,427,363	\$2,597,365	7.00%

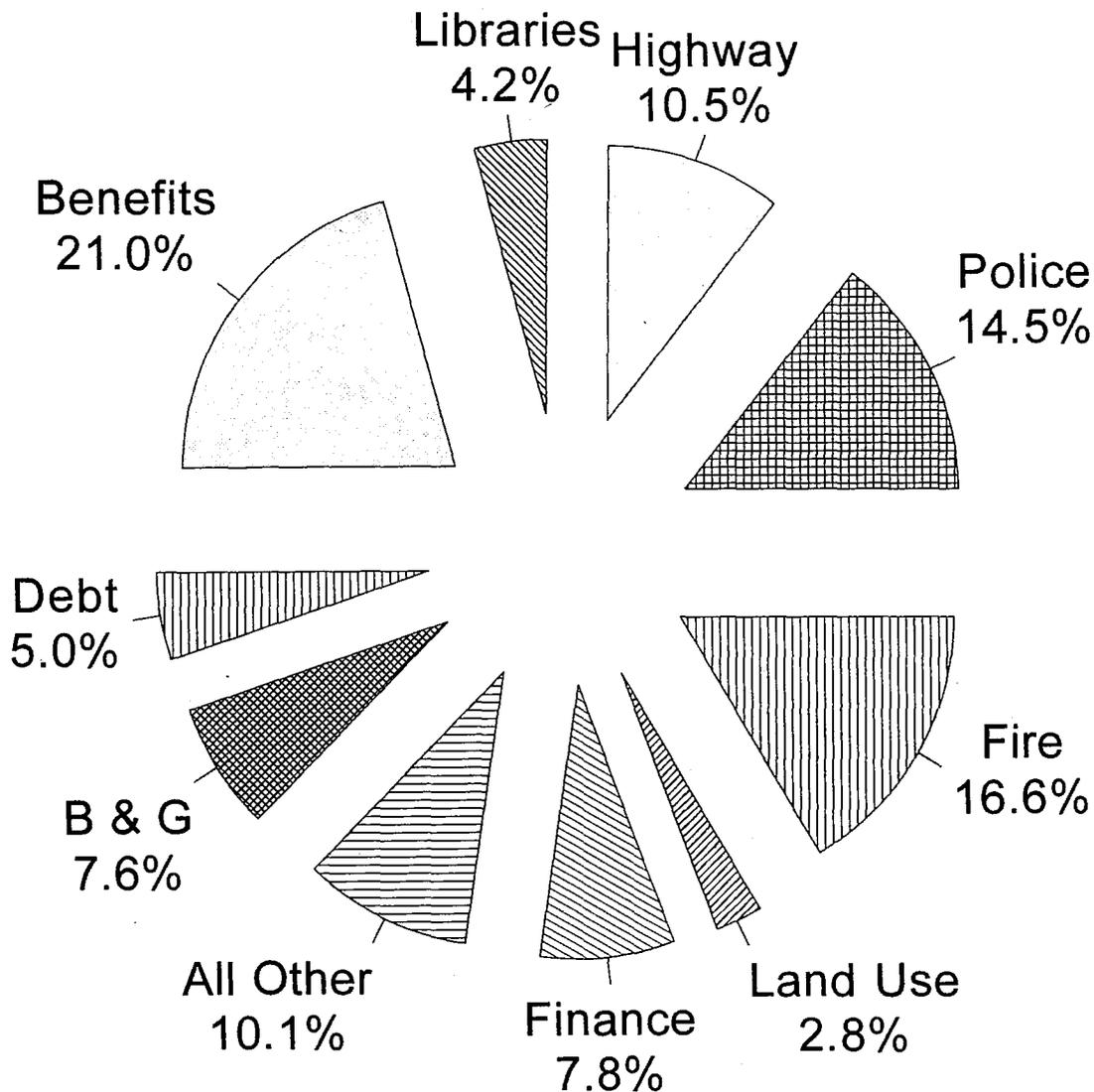
**TOWN OF ACTON  
PROPOSAL 1996 BUDGET**

DEPARTMENT	EXPENDED 1994	APPROPRIATION 1995	Y.T.D EXPENDED 1995	REQUESTED BUDGET 1996	% OF CHANGE 1995-1996
ACCOUNTANT	\$83,277.00	\$195,269.00	\$84,244.00	\$191,497.00	-1.93%
ASSESSOR	\$99,262.00	\$149,124.00	\$113,665.00	\$119,907.00	-19.59%
BUILDING INSPECTOR	\$92,637.00	\$129,886.00	\$72,249.00	\$136,184.00	4.85%
CIVIL DEFENSE	\$2,835.00	\$4,300.00	\$2,292.00	\$4,500.00	4.65%
COA SENIOR CENTER	\$11,836.00	\$24,325.00	\$13,498.00	\$9,172.00	-62.29%
COUNCIL ON AGING	\$51,348.00	\$56,299.00	\$39,369.00	\$62,954.00	11.82%
DEBT	\$930,314.00	\$653,838.00	\$587,258.00	\$582,338.00	-10.94%
DISABILITY COMMISSION	\$1,330.00	\$1,500.00	\$36.00	\$1,500.00	0.00%
DOG OFFICER	\$4,225.00	\$5,011.00	\$3,450.00	\$5,650.00	12.75%
ELECTION	\$12,207.00	\$23,535.00	\$7,764.00	\$16,921.00	-28.10%
ENGINEERING	\$134,430.00	\$133,915.00	\$77,428.00	\$140,565.00	4.97%
FINANCE	\$215,148.00	\$236,064.00	\$104,375.00	\$263,998.00	11.83%
FIRE DEPARTMENT	\$1,729,593.00	\$1,838,580.00	\$1,257,189.00	\$1,915,202.00	4.17%
GAS & DIESEL	\$96,189.00	\$94,000.00	\$20,422.00	\$95,000.00	1.06%
HEALTH DEPARTMENT	\$109,816.00	\$104,245.00	\$56,718.00	\$86,305.00	-17.21%
HIGHWAY	\$859,422.00	\$778,778.00	\$490,285.00	\$938,647.00	20.53%
HISTORICAL COMMISSION	\$0.00	\$545.00	\$29.00	\$600.00	10.09%
INSURANCE, EMP. BENEFIT	\$1,238,355.00	\$1,497,345.00	\$884,138.00	\$1,588,798.00	6.11%
INSURANCE, OTHER	\$122,799.00	\$232,000.00	\$119,435.00	\$228,000.00	-1.72%
LEGAL	\$225,134.00	\$220,000.00	\$150,679.00	\$220,000.00	0.00%
LIBRARY, WEST ACTON	\$24,528.00	\$21,862.00	\$15,976.00	\$25,018.00	14.44%
LIBRARY, MEMORIAL	\$343,436.00	\$446,898.00	\$322,644.00	\$457,758.00	2.43%
MODERATOR	\$80.00	\$220.00	\$0.00	\$226.00	2.73%
MUNICIPAL PROPERTIES	\$294,969.00	\$329,990.00	\$221,125.00	\$356,495.00	8.03%
NATURAL RESOURCE/CEMETERIES	\$163,778.00	\$180,030.00	\$112,820.00	\$192,012.00	6.66%
PENSION	\$1,032,228.00	\$1,001,046.00	\$833,413.00	\$834,000.00	-16.69%
PLANNING BOARD	\$78,338.00	\$105,132.00	\$61,614.00	\$100,701.00	-4.21%
POLICE DEPARTMENT	\$1,426,766.00	\$1,643,660.00	\$1,059,581.00	\$1,674,864.00	1.90%
PUBLIC CEREMONIES	\$3,131.00	\$2,520.00	\$515.00	\$3,000.00	19.05%
RESERVE FUND	\$0.00	\$33,000.00	\$0.00	\$33,000.00	0.00%
SNOW & SANDING	\$356,376.00	\$171,370.00	\$106,922.00	\$176,260.00	2.85%
TOWN CLERK	\$84,032.00	\$84,348.00	\$57,336.00	\$88,795.00	5.27%
TOWN COLLECTOR	\$104,334.00	\$169,621.00	\$97,346.00	\$178,837.00	5.43%
TOWN MANAGER	\$279,595.00	\$275,966.00	\$165,180.00	\$294,915.00	6.87%
TREASURER	\$0.00	\$0.00	\$30.00	\$0.00	0.00%
UTILITIES	\$278,696.00	\$267,803.00	\$190,494.00	\$298,090.00	11.31%
VETERANS SERVICES	\$7,348.00	\$12,460.00	\$10,256.00	\$12,563.00	0.83%
ZONING BOARD OF APPEALS	\$440.00	\$1,000.00	\$172.00	\$750.00	-25.00%
<b>TOTAL</b>	<b>\$10,498,230.00</b>	<b>\$11,125,485.00</b>	<b>\$7,339,947.00</b>	<b>\$11,335,022.00</b>	<b>1.88%</b>

# Municipal Budget

## FY96

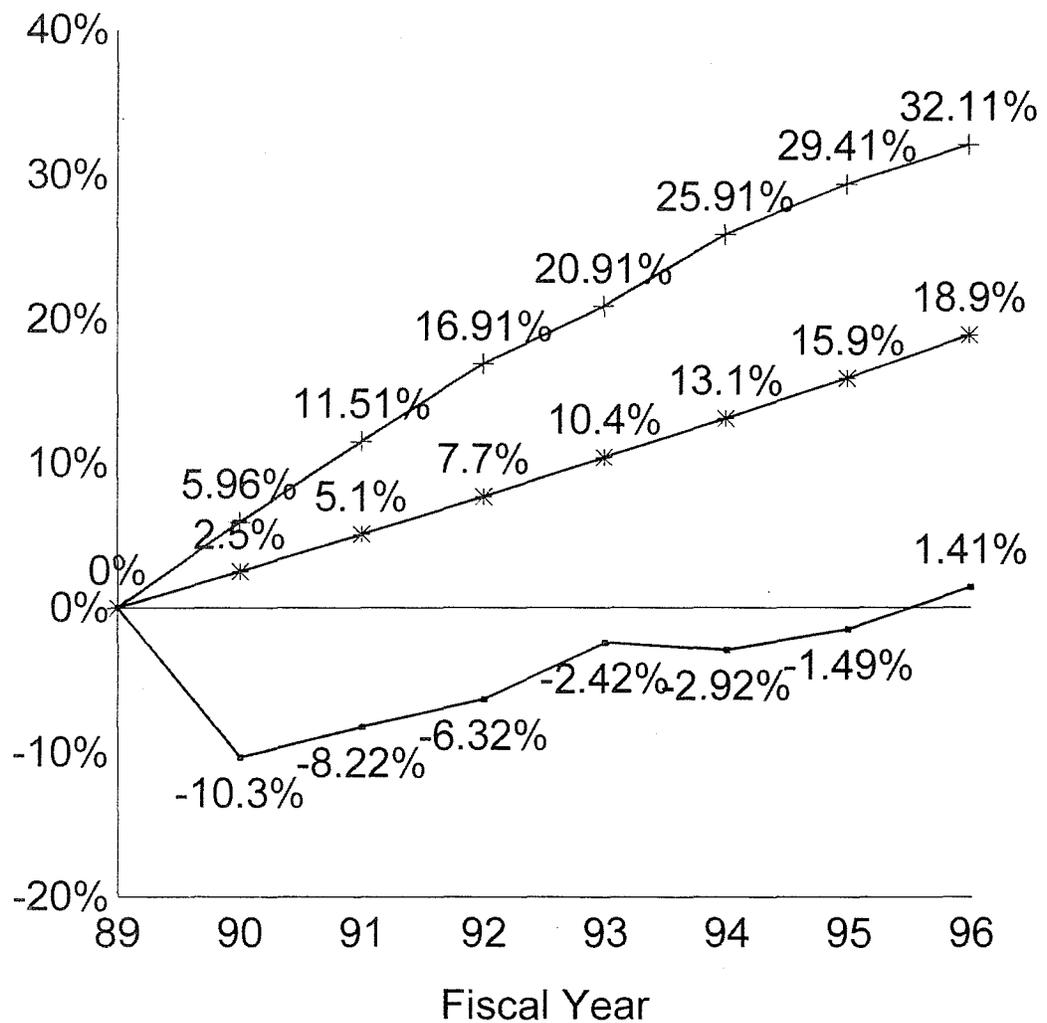
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All Other includes: Manager, Legal, Moderator, C. D., Disability Comm, Public Ceremonies, Dog Officer, COA, Natural Resources & Cemeteries

# Cumulative Percent Change From FY89

## Municipal Services Budget Only



+ Budget Change    + Inflation    \* Prop. 2 1/2

CPI for State & Local Gov'ts (Boston)  
 Source: U.S. Dept. of Commerce

**ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT  
ANALYSIS OF ASSESMENTS  
Budget 1995 - 1996  
To Meet Education Reform Requirements**

	<b>GROSS BUDGET 1995-1996</b>	<b>ACTON 81.70%</b>	<b>BOXBOROUGH 18.30%</b>
NET SCHOOL SPENDING REQUIRED	\$11,966,055	\$9,729,007	\$2,237,048
REGULAR TRANSPORTATION	\$506,541	\$434,541	\$72,000
SPED TRANSPORTATION	\$325,428	\$265,875	\$59,553
DEBT SERVICE	<u>\$316,655</u>	<u>\$300,822</u>	<u>\$15,833</u>
GROSS BUDGET	\$13,114,679	\$10,730,245	\$2,384,434
<b>REVENUE FROM STATE SOURCES</b>			
CHAPTER 70 BASE AID	\$1,854,317	\$1,531,781	\$322,536
CHAPTER 70 MIN. AID	\$43,025	\$35,150	\$7,875
TRANSPORTATION (Act85.8 Box14.2)	\$360,000	\$308,880	\$51,120
SPED TRANSPORTATION AID	\$63,000	\$51,471	\$11,529
CONSTRUCTION OF SCHOOL PROJECTS	<u>\$200,000</u>	<u>\$190,000</u>	<u>\$10,000</u>
TOTAL REVENUE	\$2,520,342	\$2,117,282	\$403,060
ASSESSMENTS	\$10,594,337	\$8,612,963	\$1,981,374
INCREASE OVER FY 95 ADJUSTED ASSESSMENT	\$740,768	\$577,703	\$163,065
PERCENTAGE INCREASE	+7.5%	+7.2%	+9.0%

February 16, 1995

Acton-Boxborough Regional School District

FY 96 Budget

Totals by Program						Page 1
Acct # Description	FY 94 Expended	FY 95 Budget	FY 96 Proposed	95/96 \$ Var	95/96 %Var	
2 Systemwide Support	733,436	733,556	961,619	228,063	31.09%	
4 Systemwide Building & Grounds	303,857	200,484	212,125	11,641	5.81%	
5 Systemwide Debt	334,487	317,026	316,655	(371)	-0.12%	
7 Systemwide Insurance & Unemployment	1,328,475	1,449,510	1,404,289	(45,221)	-3.12%	
8 Systemwide Pension	262,535	339,900	307,272	(32,628)	-9.60%	
9 Systemwide Professional Development	42,772	61,157	79,121	17,964	29.37%	
10 Systemwide Special Education	1,204,708	1,296,603	1,496,411	199,808	15.41%	
12 Systemwide Transportation	445,218	397,134	428,055	30,921	7.79%	
30 JHS Administration	390,612	324,013	341,030	17,017	5.25%	
32 SHS Administration	635,272	567,171	581,946	14,775	2.61%	
33 Art	98,807	175,587	182,673	7,086	4.04%	
34 Athletics & Intramurals	198,752	199,314	222,593	23,279	11.68%	
35 Building Operations and Maintenance	933,854	936,622	958,513	21,891	2.34%	
38 Business Education	107,562	110,091	98,711	(11,380)	-10.34%	
46 Counseling	383,417	404,256	448,454	44,198	10.93%	
52 English	754,583	814,344	792,691	(21,653)	-2.66%	
54 English Second Language	17,884	20,939	19,630	(1,309)	-6.25%	
55 Foreign Languages	495,174	505,055	514,733	9,678	1.92%	
58 Health & Nurses	50,067	50,893	54,258	3,365	6.61%	
60 Life Management	57,167	60,081	62,118	2,037	3.39%	
62 Industrial Arts	113,857	118,900	119,649	749	0.63%	
70 Mathematics	703,557	817,510	756,672	(60,838)	-7.44%	
72 Media Services	155,139	162,063	163,698	1,635	1.01%	
74 Music & Performing Arts	57,172	90,061	100,372	10,311	11.45%	
76 Physical Education	270,495	264,141	278,494	14,353	5.43%	
78 Developmental Reading	88,043	91,108	81,692	(9,416)	-10.33%	
82 Science	759,444	784,491	783,412	(1,079)	-0.14%	
84 Social Studies	698,538	754,732	767,597	12,865	1.70%	
86 Special Education	478,538	494,801	577,649	82,848	16.74%	
90 Work Study	2,098	2,425	2,547	122	5.03%	
<b>Totals</b>	<b>12,105,520</b>	<b>12,543,968</b>	<b>13,114,879</b>	<b>570,711</b>	<b>4.55%</b>	

-12-

Acton Public Schools

FY 96 Budget

Totals by Program Page 1

Acct # Description	FY 94 Expended	FY 95 Budget	FY 96 Proposed	95/96 \$ Var	95/96 %Var
2 Systemwide Support	766,577	577,563	657,268	79,705	13.80%
4 Systemwide Building & Grounds	221,111	172,936	206,358	33,422	19.33%
7 Systemwide Insurance & Unemployment	771,040	849,275	950,626	101,351	11.93%
9 Systemwide Professional Development	30,395	45,456	45,597	141	0.31%
10 Systemwide Special Education	868,052	967,247	1,164,637	197,390	20.41%
12 Systemwide Transportation	328,070	323,196	337,286	14,090	4.36%
18 Conant School	965,110	1,055,063	1,171,251	116,188	11.01%
19 Douglas School	968,283	1,020,449	1,032,202	11,753	1.15%
20 Gates School	1,109,245	1,164,845	1,225,697	60,852	5.22%
21 McCarthy-Towne School	1,003,435	1,041,785	1,128,540	86,755	8.33%
22 Merriam School	385,373	521,592	582,647	61,055	11.71%
24 Art	123,915	104,096	136,793	32,697	31.41%
26 Building Operations and Maintenance	495,820	569,118	560,992	(8,126)	-1.43%
54 English Second Language	45,289	38,048	51,601	13,553	35.62%
74 Music	171,873	127,249	156,130	28,881	22.70%
76 Physical Education	166,381	119,277	156,393	37,116	31.12%
78 Developmental Reading	52,093	22,383	61,932	39,549	176.69%
86 Special Education	705,619	850,530	864,832	14,302	1.68%
<b>Totals</b>	<b>9,177,681</b>	<b>9,570,108</b>	<b>10,490,782</b>	<b>920,674</b>	<b>9.62%</b>

## CONSENT CALENDAR

In an effort to streamline Town Meeting, the Board of Selectmen has decided to continue the concept of a Consent Calendar. The use of this Calendar speeds the passage of articles which the Selectmen feel, in consultation with Town Counsel and the Finance Committee, should generate no controversy and can be properly voted without debate. The purpose of the Consent Calendar is to allow motions under these articles to be acted upon as one unit and to be passed without debate.

### THE CONSENT CALENDAR WILL BE TAKEN UP AS THE FIRST ORDER OF BUSINESS AT THE COMMENCEMENT OF THE TOWN MEETING ON MONDAY, APRIL 3, 1995

Please do your homework. If you have any questions about the consent articles, motions or procedure, please feel free to call the official listed in the article summaries or the Town Manager's Office, 264-9612 before Town Meeting.

At the call of the Consent Calendar, the Moderator will call out the numbers of the articles, one by one. If two or more voters object to any particular Article being included in the Consent Calendar, they should say the word "hold" in a loud voice when the number is called. The article is then removed automatically from the Consent Calendar and restored to its original place in the Warrant, to be brought up, debated and voted on in the usual manner. After the calling of the individual items in the Consent Calendar, the Moderator will ask that all items remaining be passed AS A UNIT by the voters.

Please review the list of articles and motions proposed for the Consent Calendar which follows. Complete summaries are found under each article printed in this warrant. Please review them carefully.

#### ARTICLE

#### MOTION

- |   |   |
|---|---|
| 3 | Council on Aging Van Enterprise Fund: Move that the Town raise and appropriate \$39,873.00 for the purpose of providing a van service, and to raise such amount \$39,873.00 be transferred from the Council on Aging Van Enterprise Fund. |
| 4 | Nursing Enterprise Fund: Move that the Town raise and appropriate \$499,741.00 for the purpose of providing public health nursing services, and to raise such amount \$499,741.00 be transferred from the Nursing Enterprise Fund.        |
| 5 | Septage Enterprise Fund: Move that the Town raise and appropriate \$162,000.00 for the purpose of septage disposal, and to raise such amount \$162,000.00 be transferred from the Septage Disposal Enterprise Fund.                       |

- 24 Bridge/Culvert Replacement: Move that the Town appropriate \$50,000 to be expended by the Town Manager for replacement of the bridge over Fort Pond Brook on Central Street near the intersection with Elm Street, and that such amount be raised and appropriated in its entirety.
- 28 Chapter 90 Highway Reimbursement: Move the Selectmen are authorized to accept Highway funds from all sources and such funds are hereby appropriated for highway purposes.
- 29 Emergency/Disaster Aid Appropriation: Move in the words of the article.
- 30 Self Funding Programs: Move that revolving funds for the Historic District Commission, Building Department, Sealer of Weights and Measures, and the Health Department be established for FY96 in the amounts and for the purposes set forth in the summary of this article.
- 31 Cemetery Land Fund Transfer: Move that the Town appropriate \$15,000 to be expended by the Town Manager for the design, development, landscaping roadways, and drainage of Woodlawn Cemetery, and to raise such amount \$15,000 be transferred from the Cemetery Land Fund.
- 32 Repurchase Cemetery Lot: Move that the Town appropriate \$900.00 for the purpose of this article and to raise such amount \$180.00 be transferred from the Cemetery Land Fund and \$720.00 be transferred from the New Perpetual Care Fund.
- 42 Common Drives: Move in the words of the Article.
- 43 Driveways in the Village Residential District: Move in the words of the Article
- 46 Amend Local Historic District Bylaw: Move in the words of the Article.
- 47 Acceptance of Gifts of Land: Move in the words of the article.
- 48 Main Street Easement - Yetman: Move in the words of the Article
- 49 PO SQ Traffic Signal Easements: Move in the words of the Article

Donald MacKenzie  
TOWN MODERATOR

**TOWN WARRANT  
COMMONWEALTH OF MASSACHUSETTS  
MIDDLESEX, SS.**

To either of the Constables of the Town of Acton, in said County,

**GREETINGS:**

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify the legal voters of said Town of Acton, qualified in their respective precincts to wit:

Precinct 1 - Conant School  
Precinct 2 - Conant School  
Precinct 3 - Blanchard Auditorium  
Precinct 4 - Blanchard Auditorium  
Precinct 5 - Blanchard Auditorium

at 7 o'clock A.M. Tuesday, the twenty-eighth day of March, 1995, by posting a copy of this warrant by you attested, at each of the places as directed by vote of the Town, fourteen days at least before the twenty-eighth day of March.

To bring their votes on one ballot for the following officers and question:

Moderator for one year, two Selectmen for three years, two members of the School Committee for three years, one Trustee of the Memorial Library for three years and Member of the Acton Housing Authority for five years.

**QUESTION 1.**

Shall Section 4-2 of the Acton Town Charter be amended to provide that the Planning Board, in addition to its regular members, may have associate members pursuant to M.G.L., Chapter 40A, Section 9.

**Summary:** The 1994 Annual Town Meeting voted unanimously to provide that the Planning Board, in addition to its regular members, may have associate members pursuant to M.G.L., Chapter 40A, Section 9 and to amend the Acton Town Charter accordingly. Section 8-3 of the Acton Town Charter requires charter changes which have been acted upon favorably at town meetings to be submitted to the voters for approval on the ballot at the next annual election.

Also, the Acton Water District will elect a Moderator for one year, a Commissioner for three years and a Clerk for one year.

You are also to notify the legal voters aforesaid to meet at the Acton Boxborough Regional High School on Monday, April 3, 1995 at 7:30 P.M. at which time and place the following articles are to be acted on:

**ARTICLE 1      CHOOSE TOWN OFFICERS**  
(Majority Vote Required)

To choose all necessary Town Officers and Committees and to fix the salaries and compensation of all the elective officers of the Town as follows:

Moderator	\$20.00 per Town Meeting session
Board of Selectmen	Chairman      \$750.00
	Clerk          \$650.00
	Member        \$650.00

or take any other action relative thereto.

**SUMMARY**

This article provides for the election of Trustees of the Elizabeth White Fund, Trustees of the West Acton Fireman's Relief Fund, Trustees of the Goodnow Fund and Trustees of the Citizen's Library Association of West Acton and establishes the salaries of the Town's elected officials.

- (S) Recommended
- (F) Recommended

**ARTICLE 2      HEAR AND ACCEPT REPORTS**  
(Majority Vote Required)

To see if the Town will accept reports and hear and act upon the report of any committee chosen at any previous Town Meeting that has not already reported, or take any other action relative thereto.

**SUMMARY**

This article provides for the acceptance of the Annual Town Report and any other reports which Town Boards and Committees may need to offer as well as acceptance, if any, of reports of committees chosen at any previous Town Meeting. The Municipal Power Study Committee, established by the 1994 Annual Town Meeting, will make its report under Article 33.

- (S) Recommended
- (F) Recommended

**ARTICLE 3\*     COUNCIL ON AGING VAN ENTERPRISE BUDGET**  
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$39,873, or any other sum, to operate the Senior Van Service, in accordance with Mass General Laws Chapter 44, Section 53F 1/2, Enterprise Fund Law, or take any other action relative thereto.

**SUMMARY**

This article requests an appropriation for the senior van service enterprise fund. This 40 hour per week senior van service is funded by the Federal Government, State

Government and Local Government. Fifty percent of the service is paid by federal funds, twenty-five percent of the service is paid by the Commonwealth, and the final twenty-five percent is absorbed by the Town of Acton. Fare rates are determined by the Lowell Regional Transit Authority and the revenues will be used to reduce the total service cost.

Direct inquiries to: Carol Lake, Director, Council on Aging, 264-9643  
Selectman Assigned: Nancy Tavernier

- (S) Recommended
- (F) Recommended

**ARTICLE 4\*      NURSING ENTERPRISE BUDGET**  
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$499,741, or any other sum, to provide Public Health and Visiting Nurse Services, in accordance with Mass General Laws Chapter 44, Section 53F 1/2, Enterprise Fund Law, or take any other action relative thereto.

**SUMMARY**

This article requests an appropriation for the Nursing Services Enterprise Fund. An Enterprise Fund permits the Nursing Service to offset its costs with fees for service. These fees are deposited in a separate account and may be expended to pay part or all of the anticipated costs of running the Nursing Service.

Direct inquiries to: Doug Halley, Dir. Public Health - 264-9634  
Selectman Assigned: William Mullin

- (S) Recommended
- (F) Recommended

**ARTICLE 5\*      SEPTAGE DISPOSAL ENTERPRISE BUDGET**  
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$162,126, or any other sum, for the purpose of septage disposal, in accordance with Mass General Laws Chapter 44, Section 53F 1/2, Enterprise Fund Law, or take any other action relative thereto.

**SUMMARY**

This article requests that the receipts from septage haulers, licensing of septage haulers, licensing of septic system inspectors, licensing of septic installers, sewer treatment plant permit fees, and disposal works construction permit fees be used for the purpose of allowing septage collected within Acton to be taken to the Upper Blackstone Water Pollution Abatement Facility and to maintain the Town of Acton septage waste disposal program. These fees will be deposited in a separate account and may be expended to pay part or all of the anticipated costs of septage waste disposal.

Direct inquiries to: Doug Halley, Dir. Public Health - 264-9634  
Selectman Assigned: Wayne Friedrichs

- (S) Recommended
- (F) Recommended

**ARTICLE 6      NESWC ENTERPRISE BUDGET**  
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$1,466,522, or any other sum, for the purpose of solid waste disposal, in accordance with Mass General Laws Chapter 44, Section 53F 1/2, Enterprise Fund Law, or take any other action relative thereto.

**SUMMARY**

This article requests that the receipts from the transfer station be used for the purpose of maintaining the trash disposal operation. These fees will be deposited in a separate account and may be expended to pay part or all of the anticipated costs of solid waste disposal.

Direct inquiries to: John Murray, Assistant Town Manager - 264-9612  
Selectman Assigned: Nancy Tavernier

- (S) Recommended
- (F) Recommended

**ARTICLE 7      MERRIAM SCHOOL OFFSET RECEIPTS BUDGET**  
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$73,709, or any other sum, for the purpose of maintaining and operating the Merriam School, in accordance with Mass General Laws, Chapter 44, Section 53E, Offset Receipts Law, or take any other action relative thereto.

**SUMMARY**

This article requests that the receipts from the rental of the Merriam School be used for the purpose of maintaining the building. The proposed budget for FY96 will be entirely offset by rents.

Direct inquiries to: William Ryan, School Dept. - 264-4700  
Selectman Assigned: Norman Lake

- (S) Recommended
- (F) Recommended

**ARTICLE 8      BUDGET TRANSFER**  
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, an amount of money to be used in conjunction with funds appropriated under the current fiscal year's budgets to be used during the current fiscal year, or make any other adjustments to the current fiscal year budgets and appropriations that may be necessary, or take any other action relative thereto.

**SUMMARY**

This is a standard Article that is retained on the Warrant to allow Town Meeting to transfer funds and supplement monies to cover needed expenses in the current fiscal year. If it is not needed, the Selectmen will move to "Take No Action".

Direct inquiries to: John Murray, Assistant Town Manager - 264-9612  
Selectman Assigned: Norman Lake

- (S) Recommendation Deferred
- (F) Recommendation Deferred

**ARTICLE 9      MUNICIPAL STABILIZATION FUND TRANSFER**  
(2/3 Vote Required)

To see if the Town will raise and appropriate, or appropriate or transfer from the Municipal Stabilization Fund the sum of \$77,515, to be expended by the Town Manager to defray debt service costs in FY96, or take any other action relative thereto.

**SUMMARY**

The April 1994 Annual Town Meeting set aside \$77,515 for the purpose of mitigating debt service costs in FY96. This article is required as the last step in completing the process initiated by the 1994 Annual Town Meeting.

Direct inquiries to: Don Johnson, Town Manager - 264-9612  
Selectman Assigned: Nancy Tavernier

- (S) Recommended
- (F) Recommendation Deferred

**ARTICLE 10      TOWN OPERATING BUDGET**  
(Majority Vote Required)

To see what sums of money the Town will raise and appropriate, or appropriate from available funds, to defray the necessary expenses of the several departments, offices and boards of the Town, exclusive of the necessary expenses relative to the schools, or take any other action relative thereto.

**SUMMARY**

This article requests funds for the Fiscal Year 1996 (July 1, 1995-June 30, 1996) Municipal Operating Budget. The Municipal Budget also includes certain school costs. These are primarily the costs of debt service requirements, property and liability insurance on school buildings and contents, and pension costs for school employees, other than teachers and Regional School employees. The standard motion for the Municipal Budget appropriation under this article includes the transfer of funds from the following special funds: Cemetery Trust Funds, County Dog Fund, and Wetland Filing Fees.

Direct inquiries to: Don P. Johnson, Town Manager - 264-9612  
Selectman Assigned: Norman D. Lake

- (S) Recommended
- (F) Recommendation Deferred

**ARTICLE 11      NEW STAFF - SEASONAL WORKERS**  
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds the sum of \$8,720, or any other sum to be expended by the Town Manager for the hiring of seasonal workers in the Municipal Properties Department, or take any other action relative thereto.

**SUMMARY**

This article will provide the sum of \$8,100 to be used for wages and social security costs for two seasonal grounds maintenance crew members in the Municipal Properties

Department, which will augment the present two person year round crew. If approved, the seasonal crew will be employed for a period of approximately 14 weeks, running from around Memorial Day until Labor Day. These seasonal employees will serve to enhance the maintenance of parks, playgrounds, recreation areas, and roadsides, and will also be used for minor building maintenance tasks as time allows. Prior to the budget cuts in the late 1980's the Municipal Properties Department had up to five seasonal employees each summer; the approval of this article will start to build back our capacity to ensure the proper maintenance of our facilities.

Direct inquiries to: Dean A. Charter, Municipal Properties Director - 264-9629  
 Selectman Assigned: F. Dore' Hunter

- (S) Recommended
- (F) Recommendation Deferred

**ARTICLE 12 CAPITAL IMPROVEMENTS - FACILITIES AND EQUIPMENT,  
 REPAIR AND RENOVATIONS  
 (Majority Vote Required)**

To see if the Town will raise and appropriate or appropriate from available funds, a sum of money for the various purposes listed below:

	<u>Estimated Cost</u>
A. Police Station, Communications Antenna	\$10,000
B. Police Station, Call Recording System	\$9,000
C. Police Station, Security Monitoring System	\$8,500
D. Cemetery Department, Fuel Tank Replacement	\$6,000
E. Fire Department, Vehicle Rust Repair	\$10,000

or take any other action relative thereto.

**SUMMARIES**

A. The tower serves as an antenna for communication between municipal departments (Police, Highway, Water Department, etc.) and the Police Departments of the surrounding towns. It also functions as a backup for the Town's Police Department in case the primary tower on Flag Hill fails. The tower was installed twenty-nine years ago with an industry life expectancy of 20 to 25 years. An examination of the structure has revealed the guide wires to be loose, worn, and damaged by the weather and climate. The Tower structure is galvanized metal suffering extensive decay from the weather. Additionally, over the years the base of the tower and guide wire supports have been buried by several feet of soil added to raise the grade of the parking lot. It is the opinion of experts that if the exposed areas of the tower are showing this type of damage, the sections which are buried and not allowed to dry out must have extensive damage to the metal. A recent inspection revealed the guide lines which are anchored into the side of the police facility are pulling the concrete blocks from the wall. Replacement cost is \$10,000.00.

B. As originally planned in the State E911 legislation the State was to provide a system to include the purchase of a callcheck system with the other necessary hardware. Only a single line (911) recorder will be provided. The system presently in use only allows recording of calls answered by one particular phone set and up to one hour of tape. There are two phone sets in the dispatch area and either one may be used depending on the call volume at the time. This proposed system would allow the Dispatcher to play back calls placed to emergency and non-emergency lines to clarify information for responding

emergency personnel. It will provide multi-line access, record all dispatch phones and up to 24 hours of recording with instant playback capability. During an emergency the caller's excitement can lead to information given so rapidly that names, addresses, and the type of problem can be unrecognizable. The system allows the call to be replayed repeatedly and at a slower speed to assist in obtaining the needed information. The call check system is one of the most crucial pieces of equipment located in a public safety communications area. The system will be interfaced with our present Dictaphone 9100 reel-to-reel system. Purchase price for the callcheck system is \$10,000.00.

C. At the present time the police station does not have a video monitoring system for the exterior or interior of the facility, except for the male cellblock area which can be monitored but not taped. The system will address the needs for the police department. While only having a single civilian employee in the facility at times, the need to monitor the entrance and exits within the building becomes very important. By recognizing the early signs of a potential problem, department personnel can successfully intervene and resolve the problem without anyone being injured. Numerous times people having a problem pull into the police station parking lot in order to find assistance and a feeling of safety. At the present time the dispatchers are unable to observe the lot; the monitoring system will allow them to view the lot and report any problems to area patrol officers. Within the Booking Area/Holding Facility one or two officers, will process and attend to the prisoner(s). Should a problem arise, the dispatcher in the Communication Area has no way of knowing there is a problem and therefore cannot obtain assistance for the officers. Furthermore, the area would not only be monitored, but when occupied by prisoners the area would be videotaped. This will ensure the actions taken by an officer are appropriate and within departmental guidelines. The claim of a prisoner that his/her treatment was not appropriate could be proved or disproved by investigating officials. Purchase price for the video monitoring system is \$8,500.00.

D. This will provide funds to remove the existing 27 year old 1000 gallon underground heating oil tank at Woodlawn Cemetery, and replace it with a new "bunkered" unit. The expected life of an underground tank is twenty years, and although there are no visible signs of leakage, the existing unit is operating on borrowed time. Due to the distance from Concord Road, changing the building over to Gas heat is not an option; just running the line in from the street will cost over \$7000.00. The replacement fuel storage tank(s) will be placed in a concrete structure, so that the condition of the tanks can be monitored in the future.

E. The funding requested for this would provide for the repair of rusted out cab areas on three first line engines operated by the fire department. These engines are the trucks which have a pump, a water tank, and a hose load. They have rusted out in various areas of the cab much earlier than would normally be anticipated due to contact between dissimilar metals. The cost of the proposed repairs will escalate significantly if repair is delayed.

Direct inquires to: John Murray, Assistant Town Manager 264-9612  
Selectman Assigned: Norman Lake

(S) Recommended  
(F) Recommended

**ARTICLE 13 CAPITAL IMPROVEMENTS - VEHICLE REPLACEMENTS**  
(Majority Vote Required)

To see if the Town will raise and appropriate or appropriate from available funds, including Enterprise Funds and Revolving Funds a sum of money for the various purposes listed below:

	<u>Estimated Cost</u>
A. 1- Five Ton Dump Truck/Sander	\$65,000
B. 1- One Ton Dump Truck	\$26,000
C. 1- One Ton Dump Truck	\$14,000
D. 1- Full Size Sedan	\$20,000
E. 1- Compact Inspectional Vehicle	\$15,000
F. 1- Full Size Sedan - Lease Payment	\$5,000

or take any other action relative thereto.

**SUMMARIES**

This article provides for the replacement of existing municipal vehicles as follows:

- A. Five Ton Truck - The Town is seeking to replace a 1973 six wheel truck. This vehicle serves both as a heavy duty dump truck and a plow/sander during the winter months. The snow removal tasks performed by this vehicle greatly limits the life span of the vehicle. While the vehicle only has 72,000 miles on the odometer at this time, the dispensing of sand and salt for the last 20 years even with proper maintenance has severely eroded the frame to the point that the Highway Superintendent feels that the vehicle is no longer suitable to carry heavy loads during the construction season, nor the heavy loads of sand and salt, nor does he believe it will continue to be suitable to push heavy loads of snow that are inherent during plowing. \$30,000 of the funding will be transferred from the NESWC Enterprise Fund.
- B. One Ton 4X4 Stake Body Dump Truck - The Town is seeking to replace a 1985 one ton multi-purpose truck in the Highway Department. This vehicle will have been driven approximately 90,000 miles at the end of this fiscal year. In addition to the normal construction work load, this vehicle serves as a plow and sander for small roadways such as cul-de-sacs and parking lots. Snow removal operations have bent the frame and caused the transmission to be replaced. Also due to the application of road sand and salt the frame and cab have significant erosion. Therefore the Highway Superintendent feels the vehicle is no longer suitable for the tasks for which it was purchased.
- C. This will fund the replacement of the 1984 half ton pick-up truck currently used by the Cemetery Department with a one ton dump truck. The cemetery pick-up to be replaced has 104,393 miles on the odometer as of 3/3/95. Upgrading this equipment to 4-wheel drive will allow it to be used for plowing purposes. 50% of the total cost to purchase the new cemetery 4X4 will come from Cemetery Trust Funds, this article will fund the remainder of the purchase.

D. The funding requested for this item would provide for the purchase and equipping of a new fire cruiser. Cruisers are purchased from a state bid program and constructed with heavy duty components suitable for the rigors of emergency response.

There are two cruisers currently being used by the Chief and Deputy Fire Chief. One was replaced in 1992; and this cruiser to be replaced is a 1987 sedan with approximately 100,000 miles of service. Due to its age, mileage and use, this vehicle is subject to frequent repairs and is no longer reliable.

E. This vehicle is utilized by inspectional personnel consisting of the Building Commissioner, one full time assistant, a part time assistant and a sign enforcement person. \$7,500 of the funding will come from the Building Inspectional Revolving Account.

F. This vehicle is driven by the Town Manager. It is a 1986 Celebrity with over 75,000 miles of usage. Due to rust, this vehicle has been sanded, primed and repainted twice during its life. The vehicle has deteriorated to the point that one can see a significant amount of roadway through the trunk floor. The multiple holes in the trunk floor also allows exhaust to enter the passenger compartment. Additionally, the transmission has been replaced twice. The change this year, over past requests, is that instead of investing approximately \$20,000 in a new vehicle, the Town is seeking appropriation to enter into a multi-year lease.

Direct inquiries to John Murray, Asst. Town Manager - 264-9612  
Selectman Assigned: Wayne Friedrichs

- (S) Recommended
- (F) Recommended

**ARTICLE 14 CAPITAL IMPROVEMENTS - DEPARTMENTAL EQUIPMENT**  
(Majority Vote Required)

To see if the Town will raise and appropriate or appropriate from available funds, a sum of money for the various purposes listed below:

	<u>Estimated Cost</u>
A. Self-Contained Breathing Apparatus	\$30,800
B. Cruiser Video System	\$10,000

or take any other action relative thereto.

**SUMMARIES**

A. The funding requested for this item would provide for the purchase of fourteen (14) modern Self-Contained Breathing Apparatus units. A Self-Contained Breathing Apparatus unit, or SCBA, is the apparatus worn on a firefighter's back containing compressed air and utilized for breathing when entering a hostile atmosphere.

These newer units to be purchased are safer, lighter and more efficient than the twenty-five year old units they would replace. This purchase would complete a replacement program and bring a total number of modern SCBA units to 39, equipping all of the department's emergency apparatus.

B. The video system will place a compact video camera, monitor and remote control in each marked police vehicle. The system is activated when the emergency lights are turned on. The video will provide an eyewitness account of what transpired during police contact. The system has many benefits for town government, the officer, and the community. Evidence obtained from the video can be a valuable tool for law enforcement. One of the most important benefits will be its assistance in defending against needless and time consuming lawsuits against the town. Other benefits should include a reduction in court challenges of pending criminal cases, and an increase in conviction rates. The video will provide an excellent training tool for the department in critiquing certain situations. The cost of the system is approximately \$2,000.00 per vehicle. The Department has eight cruisers. The Plan is to equip four cruisers this year (five if possible), plus add any necessary related equipment in the station, and complete the remainder of the cruisers next year.

Direct inquiries to: John Murray, Asst. Town Manager - 264-9612  
Selectman Assigned: F. Dore' Hunter

(S) Recommended  
(F) Recommended

**ARTICLE 15      WIDE AREA NETWORK**  
(Majority Vote Required)

To see if the Town will raise and appropriate or appropriate from available funds the sum of \$25,000, or any other sum, to be expended by the Town Manager to enter into a lease for constructing and operating a wide area computer network, or take any other action relative thereto.

**SUMMARY**

There is a need to upgrade the technology in departments that are located outside of Town Hall. Computing needs of these departments must be met so that data can be shared among all departments. The proposed funding will allow the town to electronically link Town Hall, Memorial Library, West Acton Library, the Senior Center, Highway Department, Schools (Central Office only), Cemetery Department, Fire Department (Headquarters only), and Police Department. The redundancy that currently exists will be eliminated, creating increased productivity in the departments. Shared databases once fully integrated and developed will allow the Fire Department to gain immediate access to the Board of Health's Hazardous Materials Permit file before emergency personnel enter a building. Taxpayers will have access to tax records from terminals in the libraries. The Engineering Department will be able to transmit location and specifications of infrastructure determined to be at the greatest risk of failure in times of natural disaster to Civil Defense and Highway Department. These are only a few of the vital communications links that we will gain. These departments will be integrated through industry standard protocols. The \$25,000 represents the annual payment for a multi-year lease.

Direct inquiries to: John Murray, Asst. Town Manager - 264-9612  
Selectman Assigned: F. Dore' Hunter

(S) Recommended  
(F) Recommendation Deferred

**ARTICLE 16 CAPITAL IMPROVEMENTS - INFRASTRUCTURE IMPROVEMENTS**  
(Majority Vote Required)

To see if the Town will raise and appropriate or appropriate from available funds, a sum of money for the various purposes listed below:

	<u>Estimated Cost</u>
A. Emergency Vehicle Traffic Signal Pre-emption	\$15,000
B. Playground Equipment	\$25,500
C. Parking Lot Improvements, Route 2A/27	\$12,000

or take any other action relative thereto.

**SUMMARIES**

A. The funding for this item would primarily provide for the purchase and installation of pre-emption equipment at the intersection of Route 27 and Route 111. The pre-emption equipment consists of receiving equipment which allows a signal sent from responding emergency vehicles to change the traffic signals, giving emergency vehicles priority as they respond through an intersection. This allows emergency apparatus to respond not only in a more rapid fashion, but also provides a greater margin of safety for both the public and the operators of the fire and emergency apparatus.

This same system is presently installed and in use on two other intersections, those being at the intersection of Route 111 and Central Street in West Acton and at the intersection of Route 27 and 2A. The funding in this article would also provide for minor upgrades at these intersections. These upgrades would consist of adding visible confirmation signals, which indicate activation to the emergency vehicle operators, and the addition of a receiving device on the Route 27 and Route 2A intersection to receive signals on the Main Street southbound side.

B. This item will provide funds to be used to replace playground equipment that has previously been removed from Town recreation areas. The majority of playground equipment at our recreation areas was installed in the early 1960's, and over the years many pieces have either worn out, or have had to be removed to keep the areas in compliance with current Consumer Product Safety Commission guidelines. As a result of these actions, the Gardner, Jones, and Elm Street Playgrounds now have many vacant spots, Great Hill was never properly equipped. Citizen input will be solicited as to the types and locations of equipment needed, and it is hoped that this amount of Town funding will act as seed money to encourage volunteer efforts and donations.

C. This item will provide funds to pave the upper and lower parking areas and access driveways, and to install necessary drainage and landscaping, at the recreation area located at the intersection of Great Road and Main Street. This field was constructed in 1985 using available resources, and funding was not available at that time to pave the lots. As a

result, there have been many problems at this site with regards to dust, erosion, and proper vehicle spacing which could maximize the use of the lot. Now is the appropriate time for this project, because a sidewalk at the intersection is to be built with a donation from Shell Oil Company, and the two projects can be done simultaneously. The funding level requested will pay for approximately 75% of the project, with the balance to be paid from donations and the Recreation Revolving Fund.

Direct inquiries to: John Murray, Asst. Town Mgr. - 264-9612  
Selectman Assigned: Wayne Friedrichs

(S) Recommended  
(F) Recommended

**ARTICLE 17      NORTH ACTON RECREATION AREA**  
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$50,000, or any other sum, for design, specifications and preparation of bid documents to determine the value of gravel on a certain parcel of town-owned land in North Acton and for the purpose of relocation of material stockpiles from the area in question in order to prepare for construction of a comprehensive municipal recreation area, or take any other action relative thereto.

**SUMMARY**

The article will provide the funds necessary to prepare a detailed design plan and other preliminary tasks for the North Acton Recreation Area. With these plans and specifications, bid packages for the construction of the pond can be prepared and a realistic cost estimate for the implementation of the entire project can be determined. In addition, the monies will allow the opportunity to pursue State and Federal grants, and begin initial recreation field grading.

The North Acton Recreation Area (NARA) is a 40 acre municipally operated parcel of Town owned land, off Quarry Road, in North Acton. Abutting the NARA site is the Acton Town Forest (50 acres) and Wills Hole Conservation Area (25 acres).

Conceptual drawings of the proposed recreation area feature a 9 acre pond, bath-house, beach and wide ranging aquatic recreation potential. The pond will be created by excavating surplus gravel below the normal groundwater elevation. Funds from this article will allow the Town to develop a bid package to be reviewed by prospective contractors interested in excavating the pond and selling the surplus gravel. In addition to the pond, the 40 acre site provides ample space for regulation size little league and soccer fields, as well as tennis and basketball courts. The natural topography of the NARA site also provides an area of sufficient size and gradient for the construction of an amphitheater, a natural location for a summer concert series.

Direct inquires to: Thomas Tidman, Conservation Administrator - 264-9631  
Selectman Assigned: William Mullin

(S) Recommended  
(F) Recommended

**ARTICLE 18      MINUTEMAN REGIONAL SCHOOL ASSESSMENT**  
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$534,927, or any other sum, to defray the necessary expenses of the Minuteman Science and Technology High School, or take any other action relative thereto.

**SUMMARY**

This article requests funds for the Fiscal Year 1996 (July 1, 1995-June 30, 1996) for the Minuteman Regional Vocational Technical School District Assessment.

Direct inquiries to: Ron Fitzgerald, Superintendent (617) 861-6500  
Selectman Assigned: Nancy Tavernier

- (S) Recommended
- (F) Recommended

**ARTICLE 19      ACTON-BOXBOROUGH REGIONAL SCHOOL ASSESSMENT**  
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$8,612,963, or any other sum, to defray the necessary expenses of the Acton-Boxborough Regional School, or take any other action relative thereto.

**SUMMARY**

This article requests funds for Fiscal Year 1996 (July 1, 1995-June 30- 1996) for the Acton Boxborough Regional School Assessment.

Direct inquiries to: William Ryan - 264-4700  
Selectman Assigned: Norman Lake

- (S) Recommended
- (F) Recommendation Deferred

**ARTICLE 20      ACTON PUBLIC SCHOOL BUDGET**  
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$10,490,782 or any other sum, to defray the necessary expenses of the Local Schools, or take any other action relative thereto.

**SUMMARY**

This article requests funds for Fiscal Year 1996 (July 1, 1995-June 30, 1996) for the Town of Acton Local School Operating Budget.

Direct inquiries to: William Ryan- 264-4700  
Selectman Assigned: William Mullin

- (S) Recommended
- (F) Recommendation Deferred

**ARTICLE 21 CAPITAL ARTICLE - ACTON BOXBOROUGH REGIONAL SCHOOLS**  
(Majority Vote Required)

To see if the Town will vote to approve the amount of \$495,000 debt authorized by vote of the Acton Boxborough Regional District School Committee on March 21, 1995, which shall be contingent on the passage of a Proposition 2 1/2 Debt Exclusion Override, for the purpose of remodeling and making extraordinary repairs including the Americans with Disability Act improvements, to the Regional Junior High School and Regional High School and for the purchase of equipment, including any architects' fees and other costs incidental thereto, or take any other action relative thereto.

**SUMMARY**

This article allows for remodeling, reconstructing and making extraordinary repairs to the Regional Junior High School and the Regional High School, and for the purchase of technology. If this article is approved, the junior and senior high schools would be taking an additional step toward compliance with the Americans with Disabilities Act (ADA) in making the buildings more handicapped accessible for physically challenged users. This article would also provide for health and safety projects for the junior and senior high schools. Among the projects undertaken would be the installation of medical call boxes; the installation of new electrical panels; updating of some plumbing fixtures and piping; asbestos removal; pool and locker room repairs; and other similar projects. This article would also allow the schools to be technologically "networked". A local area ethernet network would exist in each school and all schools would be networked together via CATV cable to expand the instructional opportunities for students and teachers and to meet some of the communication needs of the administration and staff.

Direct inquiries to: William Ryan, 264-4700  
Selectman Assigned: F. Dore Hunter

- (S) Recommendation Deferred
- (F) Recommendation Deferred

**ARTICLE 22 CAPITAL ARTICLE - ACTON PUBLIC SCHOOLS**  
(2/3 Vote Required)

To see if the Town will raise and appropriate or appropriate from available funds, or borrow, the sum of \$624,344, or any other sum, which shall be contingent on the passage of a Proposition 2 1/2 Debt Exclusion Override, for the purpose of remodeling, reconstructing and making extraordinary repairs to the Conant, Douglas, Gates, Merriam and McCarthy-Towne Schools and to the Blanchard Auditorium, including the purchase of equipment, architects' and engineers' fees and other costs incidental thereto, and allow all the schools to be technologically "networked" for instructional purposes, or take any other action relative thereto.

**SUMMARY**

This article provides for essential remodeling, reconstructing and making extraordinary repairs to all five elementary schools as well as the Blanchard Auditorium, and for the purchase of technology. If this article is approved, the Conant and McCarthy-Towne Schools would be made fully handicapped accessible for physically challenged users required by Federal guidelines as defined in the Americans with Disabilities Act (ADA) and the Massachusetts regulations as defined by the Massachusetts Architectural Access Board code (AAB). This is in keeping with current policy of directed

choice for special programs. This article would also provide for health and safety projects in each elementary school. Among the projects would be the repair of most hot top areas (e.g., parking lots, play areas, walkways, etc. currently several of the playgrounds are in dire need of repair); the installation of medical call boxes; the installation of new electrical panels; updating of some plumbing fixtures and piping; and other similar projects. This article would also allow all of the schools to be technologically "networked." A local area ethernet network would exist in each school and all schools would be networked together through CATV cable to expand the instructional opportunities for students and teachers and to meet some of the communication needs of the administration and staff.

Direct inquiries to: William Ryan, 264-4700  
Selectman Assigned: F. Dore' Hunter

- (S) Recommendation Deferred
- (F) Recommendation Deferred

**ARTICLE 23      SIDEWALK CONSTRUCTION**  
(Majority Vote Required)

To see if the Town will raise and appropriate or appropriate from available funds the sum of \$50,000, or any other sum, to be expended by the Town Manager for the design and construction of new sidewalks and the repair of existing sidewalks, or take any other action relative thereto.

**SUMMARY**

The Selectmen are committed to providing and maintaining a secure system of sidewalks for pedestrian safety in the Town of Acton. This request is for funding of repairs to existing sidewalks and/or construction of new sidewalks on Town ways. Locations are to be designated by the Board of Selectmen.

Direct inquiries to: David Abbt, Engineering Administrator, 264-9628.  
Selectman Assigned: Nancy Tavernier

- (S) Recommended
- (F) Recommended

**ARTICLE 24\*      BRIDGE/CULVERT REPLACEMENT**  
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$50,000 for replacement of the bridge over Fort Pond Brook on Central Street near the intersection with Elm Street, or take any other action relative thereto.

**SUMMARY**

The existing granite box culvert at this location is in poor condition. Temporary repairs several years ago required that the road surface be excavated and replaced in order

to repair a granite deck slab that had broken and fallen into the brook. These funds will be used to install twin precast reinforced concrete box culverts. The culvert ends will be extended to provide sufficient space for a future sidewalk on either side.

Direct inquiries to: David F. Abbt, Engineering Administrator 264-9628  
Selectman Assigned: William Mullin

- (S) Recommended
- (F) Recommended

**ARTICLE 25      CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT**  
(Majority Vote Required)

To see if the Town will vote to rejoin the Central Massachusetts Mosquito Control Project as set forth in Massachusetts General Law Chapter 252, section 5A, or take any other action relative thereto.

**SUMMARY**

This request would allow the Town to rejoin the Central Massachusetts Mosquito Control Project (CMMCP), which is a regional mosquito control program. The activities of CMMCP include mosquito larviciding, adulticiding (fogging), source reduction (stream cleaning), monitoring, and public education. This program is a true Intergrated Pest Management (IPM) program, which is more effective than the present Town program, and is less reliant on fogging. The estimated cost of this program is \$26,000. If approved, the funding would be via direct reduction of the Town's Cherry Sheet appropriations from the State.

Direct inquiries to: Dean A. Charter, Municipal Properties Director, 264-9629  
Selectman Assigned: F. Dore' Hunter

- (S) Recommended
- (F) Recommended

**ARTICLE 26      LOCAL MOSQUITO CONTROL PROGRAM FUNDING**  
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$7200.00, or any other sum, to be expended by the Town Manager for the operation of a local Mosquito Adulticiding Program, or take any other action relative thereto.

**SUMMARY**

This request would provide funding for the continuation of the mosquito "fogging" program on the same basis that it has operated for the last few years. Under this program, the town is treated with Malathion dispensed from a truck-mounted Ultra Low Volume Fogger. The program is conducted from mid-May until early September. Applications are made between dusk and midnight, with each area of town being treated from two to five

times each summer. This is a Town controlled and operated program, geared to the reduction of nuisance biting mosquitoes, and includes only chemical applications to control adult mosquitoes.

Direct inquiries to: Dean A. Charter, Municipal Properties Director, 264-9629  
Selectman Assigned: F. Dore' Hunter

(S) Recommendation Deferred (If the preceding article is approved, the Board of Selectmen will move to "Take No Action" on this article. If the preceding article is not approved, the Selectmen will move to "Approve" this article.)  
(F) Recommendation Deferred

#### **ARTICLE 27# INTEGRATED PEST MANAGEMENT PROGRAM**

To see if the Town will appropriate funds in the amount of \$26,000.00 to participate in the Integrated Pest Management program of the Central Massachusetts Mosquito Control Project for the Fiscal period 1995-1996, or take any other action relative thereto.

#Submitted by Citizen Petition  
Selectman Assigned: F. Dore' Hunter

(S) Not Recommended (This article is redundant, repeating the program recommended under Article 25 above.)  
(F) Not Recommended

#### **ARTICLE 28\* CHAPTER 90 HIGHWAY REIMBURSEMENT PROGRAM** (Majority Vote Required)

To see if the Town will raise and appropriate or appropriate from available funds a sum of money for highway improvements under the authority of Chapter 90 of the Mass General Laws and any other applicable law, or take any other action relative thereto.

#### **SUMMARY**

State law requires that State Highway Reimbursement Funds be appropriated by Town Meeting. Each year the State provides communities with 100% reimbursement for certain highway projects. If Town Meeting were not to adopt this article, it is conceivable that the monies allocated to Acton may be redistributed to State projects or other cities and towns.

Direct inquiries to: Richard Howe, Highway Superintendent 264-9624  
Selectman Assigned: Nancy Tavernier

(S) Recommended  
(F) Recommended

**ARTICLE 29\*      EMERGENCY/DISASTER AID APPROPRIATIONS**  
(Majority Vote Required)

To see if the Town will vote to appropriate any Federal Government and State Government reimbursement for costs incurred as a result of any declared emergencies or other unusual occurrences during Fiscal Year 1996; or take any other action relative thereto.

**SUMMARY**

The Federal Emergency Management Agency (FEMA) and Massachusetts Emergency Management Agency (MEMA) reimburse cities and towns for certain costs during declared emergencies. This article would authorize the Town to expend these reimbursements to replenish the Town budget, which originally was charged for the expenditure.

Direct inquiries to: John Murray, Asst. Town Manager 264-9612  
Selectman assigned: Wayne Friedrichs

- (S) Recommended
- (F) Recommended

**ARTICLE 30\*      SECTION 53E 1/2 SELF-FUNDING PROGRAMS**  
(Majority Vote Required)

To see if the Town will vote pursuant to Section 53E 1/2 of Chapter 44 of the Mass General Laws to continue revolving funds for the Historic District Commission, the Building Department and Sealer of Weights and Measures, and to initiate such a fund for Health Inspectional Services (Food and Hazardous Materials), or take any other action relative thereto.

**SUMMARY**

This will allow the Town to fully fund the Historic District Commission the Building Department Inspection Program, the Sealer of Weights and Measures and the specified ongoing Health Inspectional programs from the receipts that each program produces. This program removes the cost of these services from the tax base.

	REVENUE	EXPENSE
Historic District Fees	250.00	250.00
Building Department (Micro Film Fees, Electrical, Plumbing and Gas Permits, Sign Licenses and Periodic Inspection Fees)	60,000.00	60,000.00
Sealer of Weights and Measures	7,000.00	7,000.00
Health Department (Food Service Inspections and Hazardous Materials Inspection Fees)	32,850.00	32,850.00

Direct inquiries to: John Murray, Assistant Town Manager 264-9612  
Selectman Assigned: Nancy Tavernier

- (S) Recommended
- (F) Recommended

**ARTICLE 31\* CEMETERY LAND FUND TRANSFER**  
(Majority Vote Required)

To see if the Town will raise and appropriate or transfer from the Cemetery Land Fund the sum of \$15,000, or any other sum, to be expended by the Town Manager for the design, development, landscaping, roadways, and drainage of Woodlawn Cemetery, or take any other action relative thereto.

**SUMMARY**

Previous Town Meetings have approved funding from the Cemetery Land Fund for the first phases of development of a new section in Woodlawn Cemetery. This article seeks appropriation of additional monies from the Fund to provide for the extension of waterlines and additional silt subsoil to aid in the establishment of turf. This is the final phase of the project. When completed, the new section of Woodlawn Cemetery will provide over 1000 additional grave spaces.

The funds in the Cemetery Land Fund are accumulated from a portion of the purchase price of grave spaces, and are dedicated for the expansion of the cemeteries.

Direct inquiries to: Tom Tidman, Director of Natural Resources and Cemeteries - 264-9629  
Selectman Assigned: Norman Lake

- (S) Recommended
- (F) Recommended

**ARTICLE 32\* REPURCHASE CEMETERY LOT**  
(Majority Vote Required)

To see if the Town will authorize the Cemetery Commissioners to repurchase a two-grave lot (#226), located in Section 8, Woodlawn Cemetery, said lot having originally been purchased by Mr. & Mrs. Thomas L. Stoffle on January 4, 1991, and to see if the Town will authorize the appropriation of \$180.00 from the Cemetery Land Fund and \$720.00 from the New Perpetual Care fund for this purpose, or take any other action relative thereto.

**SUMMARY**

Mr. and Mrs. Stoffle are now living out-of-state, and will not need this lot. Cemetery regulations provide that a lot owner who wishes to resell his/her lot, may only sell the lot back to the Cemetery Commissioners, and that only the original purchase price will be repaid.

Direct inquiries to: Tom Tidman, Director of Natural Resources and Cemeteries - 264-9629  
Selectman Assigned: Norman Lake

- (S) Recommended
- (F) Recommended

**ARTICLE 33      MUNICIPAL POWER STUDY COMMITTEE**  
(2/3 Vote Required)

To see if the Town will accept an interim report from the Acton Municipal Power Study Committee, and, if the Town, having received the interim report from the committee, wishes to extend the Acton Municipal Power Study Committee's term through June 30, 1996, so they may present a more detailed final report, or take any other action relative thereto.

**SUMMARY**

This committee was established as a result of a Citizens' Petition that was presented to, and approved by, the 1994 Annual Town Meeting. The committee was not fully manned and able to act on its charge until mid-year. As a result, the Board of Selectmen recommend that it be provided the additional time to complete its work. In recommending this extension the Board of Selectmen specifically take no position with regard to any interim report or recommendations that the committee may submit. The Board of Selectmen reserves its right to receive the final report of the committee before making any recommendation to Town Meeting. At this time, the Board simply wishes to afford the committee an adequate opportunity to respond appropriately to the charge of Town Meeting.

Direct inquiries to: Leonard Schwab, Chair. Municipal Power Committee - 263-2642  
Selectman Assigned: Wayne Friedrichs

- (S) Recommended
- (F) Recommended

**ARTICLE 34      ACHC HOME RULE WARRANT PETITION**  
(Majority Vote Required)

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to enact a special law establishing a Nonprofit Housing Corporation for the Town of Acton substantially as follows:

SECTION 1. There is hereby established a nonprofit housing corporation to be known as the Acton Community Housing Corporation, which shall be subject to the supervision of the board of selectmen of the town of Acton. Said board shall consist of not less than five members, who shall be appointed by the board of selectmen for staggered three-year terms as designated by said board of selectmen, such appointments to be made annually by said board of selectmen on or before June thirtieth. Members shall serve until their successors are appointed and qualified. Continuing members may act despite a vacancy or vacancies in said board and for this purpose be deemed to constitute a full board. Any vacancy in said board, however occurring, may be filled by the board of selectmen for the unexpired portion of the term.

Said board is hereby established and shall exercise its powers and perform its duties for the purpose of investigating and implementing alternatives for the provision of and providing affordable housing for persons of low, moderate and middle income, and others whose needs may be identified from time to time, in the town of Acton. The powers and duties of said board as set forth herein are intended to be alternative and supplemental to and not in limitation of, the powers and duties of the Acton Housing Authority established pursuant to chapter one hundred and twenty-one B of the General Laws. The liability of said board and its members shall be limited to the same extent as the liability of a public employer and public employees as provided in section two of chapter two hundred and fifty-eight of the General Laws.

SECTION 2 - Said board shall have the powers and privileges conferred by the provisions of paragraphs (a) to (i), inclusive, and paragraph (k) of section nine of chapter one hundred and fifty-six B of the General Laws, and the following powers, provided that no such power shall be exercised either in a manner inconsistent with this act or any general or special law, or to carry on any activity which is not in furtherance of the purposes set forth in this act:

- (a) to adopt, amend and repeal rules for the regulation and conduct of its business including but not limited to the call and conduct of its meetings, the number of members which shall constitute a quorum and the mode of voting by proxy;
- (b) to elect a chairman and vice-chairman, each of whom shall be members of said board, and a secretary and a treasurer, who need not be members of said board, and who may be the same person. The treasurer shall give bond for the faithful performance of his duties in form and amount approved and fixed by the board of selectmen, the cost of such bond shall be paid from funds of said board. The chairman and in his absence the vice-chairman shall chair meetings of said board. The secretary shall be the custodian of all books, documents and papers filed with said board and of the minute book or journal of said board;
- (c) with the approval of the board of selectmen, to make and execute all contracts and all other instruments necessary or convenient for the exercise of its powers and functions, subject to approval of the town counsel of the town of Acton as to form;
- (d) with the approval of the board of selectmen, to acquire or lease, by purchase or otherwise, and to own, hold and use, on such terms and conditions and in such manner as it may deem proper, and to exchange, grant options on, sell, transfer, convey, assign, lease, pledge, mortgage, encumber, grant liens on and security interests in, or otherwise dispose of, on such terms and conditions as it may deem proper, real, personal or mixed real and personal property or any interest, easements or rights therein, and any assets or revenues of said board, as may be necessary or appropriate to carry out its purposes;
- (e) with the approval of the board of selectmen, to enter into agreements or other transactions with the commonwealth or any political subdivision or public instrumentality thereof, the United States government or any federal, state, or other governmental agency;
- (f) with the approval of the board of selectmen, to borrow money and to execute notes therefor which shall not be deemed to be debts or obligations of the town of Acton, to hold mortgages, and to invest any funds held in reserve funds, or any funds not required for immediate disbursement in such investments as may be lawful for fiduciaries in the commonwealth. Said board shall have no stock;
- (g) with the approval of the board of selectmen, to enter into contracts or agreements with, and to employ from time to time contractors, architects, engineers, consultants, attorneys, accountants, construction, financial and other experts, superintendents, managers and such other agents and employees as may be necessary in its judgement and to fix their compensation;
- (h) with the approval of the board of selectmen, to receive and hold funds appropriated by the town and other funds, property, labor and other things of value from any source, public or private, by gift, grant, bequest, loan or otherwise, either absolutely or in trust, and to expend or utilize the same on behalf of said board for any of its purposes or to act as an agent or conduit in administering or disbursing funds or financial or other aid from any source; provided, however, that all revenues collected or received by said board in connection with its activities, investments or transactions shall be expended only with the approval of the board of selectmen of the town of Acton;

(i) to appear in its own behalf before boards, commissions, departments or other agencies of government, municipal, state or federal;

(j) to procure insurance against any loss in connection with the property or activities of said board, in such amounts and from such insurers as it may deem necessary or desirable, and, with the approval of the board of selectmen, to indemnify its members or agents if and to the extent specified from time to time in the by-laws of said board and subject to and in the manner provided in section six of chapter one hundred and eighty of the General Laws;

(k) to formulate and, with the approval of the board of selectmen, carry out or monitor plans for projects involving the acquisition or operation of housing facilities of any kind or nature, and to construct, reconstruct, renovate, expand, extend, improve, repair, remodel, equip, furnish, maintain, manage and operate such facilities;

(l) with the approval of the board of selectmen, to fix and revise from time to time, and to charge and collect rates, fees, rentals and other charges and sales prices for or in connection with the use, occupancy or other disposition of any housing facility or other property or portion thereof under its ownership or control;

(m) with the approval of the board of selectmen, to establish, impose, grant or amend, by deed, lease or any other means or method, and to hold the benefit of, monitor, exercise and enforce lawful restrictions on the rental, sale, resale, use or occupancy of housing facilities or other property under its ownership or control, or other facilities or property designated by the selectmen of the town, or restrictions with respect to the income of owners, tenants or occupants of such housing facilities or other property, or options and rights of first refusal with respect to such facilities or property, and to waive, release or discharge any such rights or restrictions;

(n) with the approval of the board of selectmen, to enter into, perform or monitor agreements or other transactions with contractors, developers, brokers or other real estate professionals or any other person relating to the providing of affordable housing for persons of low and moderate income in the town;

(o) to do any and all things necessary or convenient to carry out its purposes and exercise the powers conferred by this act;

Said board may delegate to any committee or member of the board any action which said board is empowered to do or make. Said board may be a partner in any business enterprise which said board would have power to conduct by itself.

SECTION 3. Notwithstanding the provisions of any general or special law to the contrary, the income, assets and activities of said board shall be exempt from all taxes and assessments and said board shall not be subject to any of chapter sixty-three of the General Laws or to any taxes based upon or measured by property or income imposed by the commonwealth or by any political subdivision thereof. Said board is hereby authorized and empowered to enter into an agreement or agreements with the assessor of the town of Acton, with the approval of the board of selectmen, wherein said board shall undertake to make to the town annual payments in lieu of taxes in connection with any real property acquired and owned by said board, the amounts of such payments to be reasonable sums stipulated in such agreement or agreements or determined in accordance with a reasonable formula so stipulated.

SECTION 4. The Town may appropriate funds for the carrying out by said board of its purposes as set forth herein. Any appropriation therefor may be raised by the town by taxation or otherwise. At least annually, said board shall cause independent audits to be made of the books and records of said board, which annual audits shall be filed with the board of selectmen of the town.

SECTION 5. In the event that said board shall be dissolved in accordance with law at any time, all property and interests therein, assets and rights of said board existing at such time shall be transferred to the town of Acton by authority of this act, and title to all such property and all such rights shall vest in the town of Acton automatically without the need for further action or instrument, and the town of Acton shall, to the maximum extent permitted by law, and acting by and through its board of selectmen, assume, hold and exercise the powers and duties of said board set forth herein with respect to such property and rights so transferred to said town.

SECTION 6. The provisions of this act are severable and if any of its provisions shall be held invalid in any circumstance, such invalidity shall not affect any other provisions or circumstances.

SECTION 7. This act shall take effect upon its passage.

or take any other information relative thereto.

#### SUMMARY

The Acton Community Housing Corporation, with the endorsement of the Acton Board of Selectmen, is submitting this Home Rule Petition for the purpose of changing their present structure from a non-profit organization, governed by a Board of Directors, to a Town Board, appointed by the Board of Selectmen. The Home Rule Petition procedure is required by the Charter of the Town of Acton, allowing the creation of a new town board, not now authorized by the Charter.

The Acton Community Housing Corporation (ACHC) was established by the Acton Board of Selectmen in 1987 as a non-profit organization charged with the responsibility of creating affordable housing for families in Acton. ACHC is the Town's official representative in the affordable housing development process. ACHC was established prior to certain new municipal finance laws, for example the Procurement Act, which has dramatically changed the operating rules of the Corporation. This petition would not change the purpose of the ACHC but rather the structure. It seeks to give the Selectmen the authority to establish a non profit housing corporation, and to appoint no less than five members. In return, it gives the corporation the power to acquire money and property for the purpose of providing affordable housing for the public good. All of these activities would be under the direct supervision of the Board of Selectmen, and subject to their approval.

Direct inquiries to: Nancy Tavernier, 263-9611  
Selectman Assigned: Nancy Tavernier

(S) Recommended  
(F) Recommended

**ARTICLE 35 SOUTH ACTON VILLAGE DISTRICT BOUNDARIES  
(2/3 Vote Required)**

To see if the Town of Acton will vote to amend the Zoning Map as follows:

(Present Zoning Designations, shown in parenthesis, and street addresses are listed for reference purposes only.)

- A. Rezone to South Acton Village (SAV) the following parcels of land identified by their map and parcel number as shown in the 1994 Town Atlas:

Map G-2A, Parcel 74 (R-2)	10 Central Street
Map H-2A, Parcel 3 (R-2)	140 Main Street
Map H-2A, Parcel 11 (R-2, SAV)	131 Main Street
Map H-2A, Parcel 37 (GI)	25 Maple Street
Map H-2A, Parcel 42 (GI)	11 Maple Street
Map H-2A, Parcel 42-1 (GI)	1 Maple Street
Map H-2A, Parcel 46 (R-2, SAV)	26 School Street
Map H-2A, Parcel 57 (GI)	113 Main Street
Map H-2A, Parcel 64 (GI)	4 High Street
Map H-3, Parcel 138 (LI)	81 River Street
Map H-3A, Parcel 38 (LI, SAV)	7 River Street
Map H-3A, Parcel 38-1 (LI, SAV)	7 River Street (rear)
Map H-3A, Parcel 39 (LI)	11 River Street
Map H-3A, Parcel 47 (LI)	53 River Street
Map H-3A, Parcel 48 (LI)	65 River Street

- B. Rezone to Residence 2 (R-2) the following parcels of land identified by their map and parcel number as shown in the 1994 Town Atlas:

Map H-2A, Parcel 58 (LI)	30 Stow Street
Map H-2A, Parcel 58-1 (LI)	30 Stow Street (rear)
Map H-2A, Parcel 59 (LI)	24 Stow Street
Map H-3A, Parcel 1 (R-2, SAV)	34 School Street
Map H-3A, Parcel 1-2 (R-2, SAV)	40 School Street (rear)
Map H-3A, Parcel 8 (SAV)	30 School Street
Map H-3A, Parcel 9 (SAV)	40 School Street
Map H-3A, Parcel 10 (R-2, SAV)	48 School Street

or take any other action relative thereto.

**SUMMARY**

This article, if adopted, will reshape the South Acton Village district

- to include within its boundaries several parcels, which adjoin the current South Acton Village (SAV) district to the east along the south side of River Street to approximately Chadwick Street, now zoned General Industrial (GI);
- to include within its boundaries several parcels immediately south of the railroad tracks on both sides of Main Street, now zoned Light Industrial (LI);
- to include within its boundaries the site of the Acton Music Center between Main and Central Streets and one parcel on Central Street located across from the Music Center and next to the commuter parking lot;
- to remove from the South Acton Village District and rezone to Residence 2 (R-2) several parcel along the north side of School Street between River Street and the fire station, which are principally in residential use; and
- to otherwise modify the South Acton Village District boundary to follow existing parcel boundaries.

A group of three parcels located on Stow Street by the Fort Pond Brook crossing, now zoned in isolation Light Industrial (LI), would be rezoned to Residence 2. The largest parcel is a family residence, the two small parcels house automobile services.

Existing uses that might be affected by a zoning change into a district where the use is no longer allowed will not be rendered illegal. State statute provides protections so that such uses may remain and continue indefinitely as pre-existing non-conforming uses.

This article is one of six articles (36 to 41) proposed in the South Acton Village Plan, which was released by the South Acton Village Planning Committee and adopted by the Planning Board in March of 1995. These articles are intended to adjust zoning requirements to be more suitable for the South Acton Village area by better reflecting the historic pattern of land use, settlement and placement of buildings in the village, and to encourage improvements in the village area.

The Planning Board does not anticipate any immediate municipal fiscal impact resulting from the adoption of these six articles. However, the South Acton Village Plan provides comparative forecasts of property valuations in the event of complete build-out under zoning with the six articles adopted, and without. The forecast assumes current assessment practices, no change in the per unit or per square foot valuations, and a trend toward maximizing commercial development potential. In 1993, the total valuation of the South Acton Village properties, which are subject to the proposed zoning changes contained in the six articles, was \$5,969,500 with 46% from commercial, 51% from residential, and 3% from vacant properties. Under build-out conditions with the articles adopted, the total valuation would be \$20,461,900 with 47% from commercial and 53% from residential properties. Under build-out conditions without changes, the total valuation would be \$10,893,800 with 62% from commercial and 38% from residential properties. The proposed zoning changes appear to better preserve the existing balance between commercial and residential uses. No predictions can be made as to when build-out conditions would occur.

Direct inquiries to: Roland Bartl, AICP, Town Planner - 264-9636  
Selectman assigned: William Mullin

- (S) Recommended
- (F) Recommendation Deferred
- (P) Recommended

**ARTICLE 36 SOUTH ACTON VILLAGE USE REGULATIONS  
(2/3 Vote Required)**

To see if the Town of Acton will vote to amend the Zoning Bylaw, Section 3 as follows:

- A. Table of Principal Uses. Delete the SAV column under the heading for Village Districts and replace it with the following new SAV column:

(For reference purposes, the present designation is shown in brackets where changes are proposed in this article.)

	PRINCIPAL USE	VILLAGE DISTRICTS SAV
3.2	GENERAL USES	
3.2.1	Agriculture	Y

3.2.2	Conservation	Y	
3.2.3	Earth Removal	N	[SPA]
3.2.4	Recreation	Y	
3.3	RESIDENTIAL USES		
3.3.1	Single Family Dwelling	Y	
3.3.2	Single Family Dwelling with Apartment	Y	[Y (3)]
3.3.3	Dwelling Conversions	Y	[SPA]
3.3.4	Multifamily Dwelling	Y(7)	[N]
3.4	GOVERNMENTAL, INSTITUTIONAL AND PUBLIC SERVICE USES		
3.4.1	Municipal	Y	
3.4.2	Educational	Y	
3.4.3	Religious	Y	
3.4.4	Nursing Home	SPS	
3.4.5	Public or Private Utility Facilities	Y	
3.4.6	Child Care Facility	Y	
3.5	BUSINESS USES		
3.5.1	Retail Store	Y	
3.5.2	Business or Professional Office	Y	
3.5.3	Financial	Y	
3.5.4	Restaurant	SPS	
3.5.5	Hotel, Inn or Motel	SPS	
3.5.6	Combined Business and Dwelling	Y	[SPS]
3.5.7	Lodge or Club	SPS	[Y]
3.5.8	Funeral Home	Y	
3.5.9	Veterinary Care	SPS	[N]
3.5.10	Commercial Kennel	N	
3.5.11	Personal Services	Y	
3.5.12	General Services	Y	
3.5.13	Studio	Y	
3.5.14	Building Trade Shop	Y	
3.5.15	Commercial Recreation	SPS	
3.5.16	Commercial and Trade School	SPS	
3.5.17	Amusement Facility	SPS	[N]
3.5.18	Motor Vehicle Service Station or Car Wash	N	[SPS]
3.5.19	Motor Vehicle Repair or Body Shop	N	
3.5.20	Light Vehicular and Equipment Sales	N	
3.5.21	Parking Facility	N	[Y]
3.6	INDUSTRIAL USES		
3.6.1	Warehouse	N	
3.6.2	Mini-Warehouse	N	
3.6.3	Construction Yard	N	
3.6.4	Lumber Yard	N	

3.6.5	Heating Fuel Sales and Service	N
3.6.6	Light Manufacturing	SPS
3.7	PROHIBITED USES	
3.7.1	Heavy Manufacturing	N
3.7.2	Storage	N
3.7.3	Amusement	N
3.7.4	General	N
3.7.5	Heavy Vehicular Sales or Repair Garages	N

- B. In Section 3.3.3, last sentence, replace the words "in the WAV District" with the following new words:

in the WAV and SAV Districts,

- C. Delete the second sentence of Section 3.5.5 and replace it with a new sentence as follows:

A hotel, inn or motel, including a bed & breakfast accommodation in the NAV, EAV and WAV Districts shall have not more than five (5) guest rooms, and in the SAV District not more than eight (8) guest rooms.

- D. Delete the second and third sentence of Section 3.5.6.

- E. Add at the end of Section 3.5.17 the following:

In the SAV District, only cinemas, theaters or performing arts shall be allowed.

or take any other relative thereto.

#### SUMMARY

If adopted, this article will change the regulations in the Zoning Bylaw which set forth the various land uses that are allowed (Y), allowed by special permit (SPS or SPA), or prohibited (N) in the South Acton Village District as shown in part A of this article. Where the article proposes changes from the existing regulations in the Zoning Bylaw, the current status is shown in brackets. Earth removal (line 3.2.3 of part A) would no longer be permitted except in connection with an approved site development. The removal of footnote (3) in line 3.3.2 of part A means that accessory apartments on lots smaller than 15,000 square feet and in older detached buildings would no longer require a special permit. Footnote (7) in line 3.3.4 refers to an existing footnote currently applicable to the VR district of West Acton, which limits to four the number of dwelling units allowed in a multi-family dwelling, and requires owner occupancy. Commercial parking facilities (line 3.5.21 of part A) would no longer be allowed. This does not affect parking lots associated with other permitted land uses such as a retail store, office building, residence or restaurant.

Part B of this article will eliminate the minimum lot area requirement of 10,000 sq. ft. for residential buildings in the SAV district in order to be eligible for a conversion from single-family to multi-family use (up to four units).

Part C will limit the size of a hotel, inn or bead & breakfast to 8 rooms, whereas no such limit currently exists in the SAV district.

Part D will remove special restrictions for the SAV district relative to mixed use (residential and commercial) buildings. Special provisions in the subsequent article 38 will establish new requirements to encourage a mixture of residential and commercial uses in the SAV district, which is generally desirable in village areas such as South Acton.

Part E will more narrowly define the term amusement facility for the SAV district to only allow cinemas, theaters and performing arts, whereas the term amusement facility as applied to other zoning districts also includes video arcades and other similar uses.

This article is one of six articles (36 to 41) proposed in the South Acton Village Plan, which was released by the South Acton Village Planning Committee and adopted by the Planning Board in March of 1995. These articles are intended to adjust zoning requirements to be more suitable for the South Acton Village area by better reflecting the historic pattern of land use, settlement and placement of buildings in the village, and to encourage improvements in the village area. The Planning Board does not anticipate any immediate municipal fiscal impact resulting from the adoption of this article.

Direct inquiries to: Roland Bartl, AICP, Town Planner - 264-9636  
 Selectman assigned: William Mullin

- (S) Recommended
- (F) Recommendation Deferred
- (P) Recommended

**ARTICLE 37 SOUTH ACTON VILLAGE DIMENSIONAL REGULATIONS  
 (2/3 Vote Required)**

To see if the Town of Acton will vote to amend the Zoning Bylaw, Section 5 as follows:

A. Amend the Table of Standard Dimensional Regulations as follows:

1. Amend the line for SAV to read as follows:

(For reference purposes, the present requirements are shown in brackets.)

Zoning Districts	Minimum LOT Area in sq.ft.	Minimum LOT FRONTAGE in feet	Minimum LOT Width in feet	Minimum Front Yard in feet	Minimum Side & Rear Yard in feet	Minimum OPEN SPACE in %	Maximum FLOOR AREA RATIO	Maximum Height in feet
SAV	NR	NR	NR	10 (10)	10	NR	.20 (13)	36 (12)
	[10,000]	[100]	[50]	[30]	[30]	[35%]	[.20]	[36]

2. Delete the first sentence in footnote (10) and replace with a new sentence as follows:

The maximum front yard shall be ten feet (10') in the WAV District and twenty feet (20') in the SAV District, or the lesser of the front yards of the two BUILDINGS or STRUCTURES on either side, whichever is the least.

3. Delete the words "In the West Acton Village" from footnote (12).

4. Add a new footnote (13) as follows:

(13) The Maximum Floor Area Ratio (FAR) may be increased to .40,

provided that for every square foot of non-residential NET FLOOR AREA built above FAR of .20 an equal amount or more of habitable residential NET FLOOR AREA is provided simultaneously, and set aside for exclusive residential USE.

B. Amend Section 5.5.2 as follows:

1. Delete the SAV column in the table of Section 5.5.2 and replace it with the following new column:

(For reference purposes, the present maximum is shown in brackets where changes are proposed.)

PRINCIPAL USES		VILLAGE DISTRICTS	
		SAV	
3.5.1	Retail Store	3,000	[5,000]
3.5.2	Business or Professional Office	3,000	[5,000]
3.5.3	Financial	3,000	[5,000]
3.5.4	Restaurant	5,000	
3.5.7	Lodge or Club	5,000	[NR]
3.5.9	Veterinary Care	3,000	[NR]
3.5.11	Personal Services	3,000	
3.5.12	General Services	3,000	
3.5.13	Studio	NR	
3.5.14	Building Trade Shop	5,000	
3.5.15	Commercial Recreation	NR	
3.5.17	Amusement facility	NR	
3.6.6	Light Manufacturing	5,000	[NR]

2. Delete the lines from the end of the table, which read as follows:

"Total area of all residential, business, and/or industrial USES on a LOT	8,000	NR	NR	NR"
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or take any other action relative thereto.

### SUMMARY

Most of the current dimensional zoning requirements in the South Acton Village district, such as the requirements for minimum lot size, maximum building size, or minimum building setbacks mirror contemporary suburban residential and commercial zoning standards. These are ill suited for the South Acton Village area where, as opposed to contemporary suburban areas, many buildings are on small lots, close together, large relative to the lot they are on, and close to the street. Development, rehabilitation and building additions according to these zoning standards are extremely difficult in any village setting. Where possible in the South Acton Village District, the result would be inconsistent in scale and placement with the surrounding older buildings. New construction and site development would thus severely disrupt the existing village character. The changes to the dimensional regulation as proposed in part A of this article will cure this problem: Requirements for minimum lot area, frontage, lot width and open space would be removed, the minimum front yard requirement would be reduced from 30 to 10 feet, with a new maximum limit of 20 feet for new construction. Minimum side and rear yards would be reduced from 30 feet to 10 feet. The maximum Floor Area Ratio (FAR), which defines the size of the building relative to its lot, would be increased from 0.20 to 0.40 if the property has residential uses on it in addition to commercial uses. The requirement for residential uses with an increased floor area of a building is intended to encourage a mixture of

residential and commercial uses in the SAV district, which is generally desirable in village areas such as South Acton. As a new requirement, a minimum building height of 20 feet would be established. Very similar dimensional regulation changes have been adopted by Town Meeting for West Acton Village in 1994.

The current regulations for the South Acton Village district already set certain size limits for individual business establishments. This is largely consistent with the small village character. It prevents large scale business operations and focuses instead on small businesses more suitable in scale to the village setting. Part B of this article would change a number of the size limits, and add new limits for business uses not currently regulated by size limits. These size restrictions are not limits on building size but only on the size of individual business operations. Several small businesses may occupy space inside one larger building. Part B will also remove a general restriction in the SAV district which prohibits any building to exceed a total of 8000 sq. ft. of floor area.

This article is one of six articles (36 to 41) proposed in the South Acton Village Plan, which was released by the South Acton Village Planning Committee and adopted by the Planning Board in March of 1995. These articles are intended to adjust zoning requirements to be more suitable for the South Acton Village area by better reflecting the historic pattern of land use, settlement and placement of buildings in the village, and to encourage improvements in the village area. The Planning Board does not anticipate any immediate municipal fiscal impact resulting from the adoption of this article.

Direct inquiries to: Roland Bartl, AICP, Town Planner - 264-9636  
Selectman assigned: William Mullin

- (S) Recommended
- (F) Recommendation Deferred
- (P) Recommended

**ARTICLE 38 PARKING IN THE SOUTH ACTON VILLAGE DISTRICT  
(2/3 Vote Required)**

To see if the Town of Acton will vote to amend Section 6 of the Zoning Bylaw as follows:

- A. In Section 6.4, delete the words "Except in the WAV District," and replace with the following new words:

Except in the WAV and SAV Districts,

- B. Delete the first paragraph of Section 6.7 and replace it with the following new paragraph:

6.7 All parking lots shall be designed in compliance with the following standards. These standards shall apply to parking lots in the WAV and SAV Districts, parking lots serving a single or two FAMILY residential USE, parking lots serving a religious USE, and parking lots for up to 15 parking spaces serving a conservation USE.

- C. In Section 6.8 delete the words "Except in the WAV District," and replace with the following new words:

Except in the WAV and SAV Districts,

and add at the end of the Section the following:

In the SAV District, structured parking shall only be allowed if incorporated in a BUILDING occupied with other USES. A separate detached parking STRUCTURES shall only be permitted if it qualifies as a municipal USE.

- D. In Sections 6.9.1, 6.9.1.1 and 6.9.1.2 delete the word "SAV,".
- E. In Section 6.9.2, insert at the beginning of the first paragraph the following words:

WAV and SAV Districts -

and delete the words "In the WAV Districts" and replace them with the following new words:

In the WAV and SAV Districts,

- F. Delete Section 6.9.2.1 and replace with the following new Section 6.9.2.1:

6.9.2.1 Required off-STREET parking for a USE may be provided on any LOT within the same Zoning District as the USE, but not necessarily on the same LOT as the USE.

- G. In Section 6.9.2.2, delete the words "In the WAV District,".
- H. In Section 6.9.2.3, delete the words "In the WAV District," in both locations where they occur, and insert in the place where they occur the second time the following new words:

in the same Zoning District,

- I. In Section 6.9.2.4, delete the words "In the WAV District,".
- J. In Section 6.9.2.5 delete the words "In the WAV District," and the words "throughout the WAV District" and replace the latter with the following new words:

throughout the same Zoning District

- K. In Sections 6.9.2.6 and 6.9.2.7, delete the words "in the WAV District".

or take any other action relative thereto.

#### SUMMARY

Copying almost exactly the parking standards of West Acton Village adopted by Town Meeting in 1994, this article would

- reduce the number of parking spaces required for businesses in South Acton Village to 70% of the requirement elsewhere;
- modify the parking lot landscaping requirements to better fit the limited space available in a village setting; and
- and encourage the use of shared parking facilities.

Due to the proximity of buildings in the village, the area could function much like a shopping center. Following the implementation of some of the possibilities allowed under the changes proposed in this article, persons coming by car to do business in South Acton Village will be encouraged to park their car once and complete all their errands on foot. In addition, some on-street parking is available.

This article is one of six articles (36 to 41) proposed in the South Acton Village Plan, which was released by the South Acton Village Planning Committee and adopted by the Planning Board in March of 1995. These articles are intended to adjust zoning requirements to be more suitable for the South Acton Village area by better reflecting the historic pattern of land use, settlement and placement of buildings in the village, and to encourage improvements in the village area. The Planning Board does not anticipate any immediate municipal fiscal impact resulting from the adoption of this article.

Direct inquiries to: Roland Bartl, AICP, Town Planner - 264-9636

Selectman assigned: Wayne Friedrichs

- (S) Recommended
- (F) Recommendation Deferred
- (P) Recommended

**ARTICLE 39 SITE PLAN SPECIAL PERMIT IN THE SOUTH ACTON VILLAGE DISTRICT  
(2/3 Vote Required)**

To see if the Town of Acton will vote to amend Section 10 of the Zoning Bylaw as follows:

- A. In Section 10.4.1.1, delete the words "In the WAV District," and replace with:

In the WAV and SAV Districts,

- B. Delete Section 10.4.3.9 and replace the following new section 10.4.3.9:

10.4.3.9 Special Provisions Applicable to the WAV and SAV Districts - In the WAV and SAV Districts, the design and placement of BUILDINGS, STRUCTURES and other site improvements shall be carefully considered to ensure the retention and enhancement of the village character and environment. Proposed BUILDINGS and STRUCTURES shall be related harmoniously to the terrain and to the scale and architecture of existing BUILDINGS in the village, which have a functional or visual relationship to the proposed BUILDINGS or STRUCTURES. Proposed BUILDINGS and STRUCTURES shall be compatible with their surroundings with respect to: height; facade facing the STREET; rhythm of solid surfaces and openings; spacing of BUILDINGS or STRUCTURES; roof slopes; and scale. To minimize the impact of mechanical equipment on the village environment and character, window air-conditioning units, condenser elements, and heating units shall not be located on the front facades. A certificate issued by the Acton Historic District Commission for development activity proposed on a LOT that is located within a Local Historic District shall be deemed to satisfy this section.

or take any other action relative thereto.

### SUMMARY

To better ensure that new development within the South Acton Village district will occur in a manner that is consistent with the South Acton Village character, this article proposes to reduce the site plan review threshold from 1,200 sq. ft. of new construction to 500 sq. ft.. The article accomplishes this in part A by extending the existing bylaw section 10.4.1.1 to the South Acton Village District, in addition to the West Acton Village District where the 500 sq. ft. threshold already applies since 1994. In densely settled village areas, small projects and additions can have a proportionately greater functional and visual impact than elsewhere in commercial and industrial areas. Following this change, every commercial, industrial and multi-family construction in excess 500 sq. ft. (new or addition, including pavement for parking spaces) will require a site plan special permit.

Also, paralleling the Town Meeting action taken in 1994 relative to the West Acton Village District, part B of this article would adopt the existing bylaw section 10.4.3.9 (currently applicable only to the West Acton Village District) for the South Acton Village District. Part B of this article rewrites section 10.4.3.9 without changing its requirements or guidelines, but solely to make it applicable to both the South and West Acton Village District. Section 10.4.3.9 gives the site plan special permit granting authority and the project applicant more guidance and direction about what kind and form of development is consistent with the existing village character.

This article is one of six articles (36 to 41) proposed in the South Acton Village Plan, which was released by the South Acton Village Planning Committee and adopted by the Planning Board in March of 1995. These articles are intended to adjust zoning requirements to be more suitable for the South Acton Village area by better reflecting the historic pattern of land use, settlement and placement of buildings in the village, and to encourage improvements in the village area. The Planning Board does not anticipate any immediate municipal fiscal impact resulting from the adoption of this article.

Direct inquiries to: Roland Bartl, AICP, Town Planner - 264-9636  
Selectman assigned: Wayne Friedrichs

- (S) Recommended
- (F) Recommendation Deferred
- (P) Recommended

### ARTICLE 40 CONTINUANCE OF ZONING COMPLIANCE FOLLOWING MUNICIPAL ACQUISITION AND USE (2/3 Vote Required)

To see if the Town of Acton will vote to amend Section 8 of the Zoning Bylaw by inserting the following new sub-section 8.8 as follows:

- 8.8 If the area, FRONTAGE, width or other dimensions of LOT, parcel or TRACT OF LAND is decreased by the taking or acquisition of part of such land by the Town of Acton or the Water Supply District of Acton for public purposes, no existing USE, BUILDING, STRUCTURE< located on, or dependent upon the existing area or other dimensions of such LOT, parcel or TRACT OF LAND for compliance with the requirements of this Zoning Bylaw, shall be rendered non-complying solely by reason of such taking or acquisition.

or take any other action relative thereto.

## SUMMARY

The recent development of 34 homes next to the South Acton village center, called Mill Corner, has raised the possibility of providing solutions to two long standing limitations in South Acton: waste water and parking. The Town may obtain an option on land for the development of a treatment plant, which could service a large part of the South Acton Village area. Second, the Town may obtain an option on land potentially suitable for the development of a public parking facility. However, neither option can be exercised unless the Town provides a cure for what would otherwise result in a zoning violation. Mill Corner has been approved as a Planned Conservation Residential Community under the zoning bylaw. This zoning scheme requires that 60% of the development tract must be set aside as common land for conservation or recreation purposes. Septic leaching areas serving the development itself are allowed on this common land. However, the use of portions of this common land for waste water treatment and public parking to serve areas outside the Mill Corner Development is illegal under the current zoning bylaw.

The South Acton Village Plan recommends opening the way for these very much needed public improvements. As stated in the South Acton Village Plan, it is the lack of adequate waste water treatment that primarily inhibits the preservation and revitalization of South Acton Village. The lack of a suitable parking facility has also been identified for many years. Both are vital elements in the effort to turn around the slow decay and degradation of this village. This article would make the necessary adjustments in the Zoning Bylaw.

This article is one of six articles (36 to 41) proposed in the South Acton Village Plan, which was released by the South Acton Village Planning Committee and adopted by the Planning Board in March of 1995. These articles are intended to adjust zoning requirements to be more suitable for the South Acton Village area by better reflecting the historic pattern of land use, settlement and placement of buildings in the village, and to encourage improvements in the village area. The Planning Board does not anticipate any immediate municipal fiscal impact resulting from the adoption of this article.

Direct inquiries to: Roland Bartl, AICP, Town Planner - 264-9636  
Selectman assigned: Wayne Friedrichs

- (S) Recommended
- (F) Recommendation Deferred
- (P) Recommended

## ARTICLE 41 AMEND SIGN REGULATIONS (2/3 Vote Required)

To see if the Town of Acton will vote to amend Section 7 of the Acton Zoning Bylaw as follows:

### A. Amend Section 7.2.17 to read as follows:

WINDOW SIGN - A SIGN, picture, symbol or message visible from the window's exterior side, either hung or otherwise attached directly to the inside of a window, or painted or etched on either side of the window pane or glass, not including any part of a customary window display of merchandise or other product.

### B. Amend the lead paragraph of Section 7.4 to read as follows:

7.4 **General Regulations** - Except where stated otherwise, the following provisions shall apply to SIGNS in all Zoning Districts.

C. Delete Section 7.4.1 and replace with new Section 7.4.1 as follows:

7.4.1 **Design** - In the Village Districts no visible portion or exterior surface of any SIGN shall be made of plastic, other petroleum based product or sheet metal.

D. Add to the lead paragraph of Section 7.4.3.4 the following sentence:

"The word "opaque" as used in the following Sub-Sections shall mean that the opaque object shall appear black when the sign is lit at night."

E. Amend Section 7.4.3.4.a) to read as follows:

7.4.3.4.a) NEON SIGNS, subject to Sections 7.5.17 and 7.12.1.7.

(Note: Section 7.5.17 is a new section inserted by part H of this article)

F. Amend Section 7.4.5.1 to read as follows:

7.4.5.1 Where more than one SIGN is permitted for a PRINCIPAL USE, a combination of not more than two of the following types of SIGNS shall be permitted per PRINCIPAL USE: WALL SIGN, PROJECTING SIGN, AWNING SIGN, and FREESTANDING SIGN; not including any SIGN which does not require a SIGN Permit as listed in Section 7.5 or an off-premises directional SIGN permitted under Section 7.9 or a special event SIGN permitted under Section 7.10.

G. Add new Section 7.5.11 to read as follows:

7.5.11 **Residential Development SIGNS** - A SIGN identifying the name of a residential development, not exceeding 6 square feet in DISPLAY AREA. If freestanding, its height shall not exceed 4 feet above ground level, and if mounted to the exterior wall of a BUILDING, no portion thereof shall be higher than 6 feet from the ground. Any such SIGN in existence prior to January 1, 1995, which does not meet these standards shall nevertheless be deemed to comply herewith.

and re-number current sections 7.5.11 - 7.5.16 to become sections 7.5.12 - 7.5.17 respectively.

H. Add new Section 7.5.17 as follows:

7.5.17 **NEON WINDOW SIGNS** - NEON WINDOW SIGNS in the Business, Village, Industrial, and Office Districts shall not require a SIGN Permit provided that the DISPLAY AREA shall not exceed ten square feet or cover more than 25% of the window in which they are ERECTED, whichever is less. There shall be not more than one such SIGN allowed per PRINCIPAL USE. In the Village Districts a NEON WINDOW SIGN may only be placed in a ground floor window. As with any other SIGN, a NEON WINDOW SIGN shall not be illuminated longer than 30 minutes before opening or after closing of the store or business.

and re-number the current section 7.5.17 (re-numbered from 7.5.16 in part G of this article) to become section 7.5.18.

I. Amend Section 7.7.3 to read as follows:

7.7.3 An EXTERIOR SIGN shall not be ERECTED within 6 inches of any horizontal edge of a BUILDING or STRUCTURE nor extend beyond such horizontal edge. Except for AWNING SIGNS, an EXTERIOR SIGN shall not obscure or cover architectural features such as but not limited to arches, sills, eaves, moldings, cornices, transoms, lintels and windows, and shall not be ERECTED within 6 inches from any such architectural features.

J. Amend the first sentence of Section 7.8.5.2 to read as follows:

Where a FREESTANDING SIGN identifies a BUSINESS CENTER, each business located within such BUSINESS CENTER may display its identification on the FREESTANDING SIGN together with the identification of the BUSINESS CENTER, provided that such FREESTANDING SIGN remains of integrated and coherent design and complies with all applicable standards.

K. Amend the first sentence of Section 7.8.6.3 to read as follows:

Where a FREESTANDING SIGN identifies a BUSINESS CENTER, each business located within such BUSINESS CENTER may display its identification on the FREESTANDING SIGN together with the identification of the BUSINESS CENTER, provided that such FREESTANDING SIGN remains of integrated and coherent design and complies with all applicable standards.

L. Amend the last sentence of Section 7.10 to read as follows:

7.10 **Special Event SIGNS** - One SIGN may be ERECTED to announce a church bazaar, fair, circus, festival, business or shop opening, special sale by a store or business, or similar event. Such SIGN shall identify the event and the date of the event, and it may display the event's sponsor, organizer or main feature. It shall not exceed 10 square feet in DISPLAY AREA and shall be ERECTED on the same LOT where the event occurs. Such a SIGN shall not be ERECTED on a sidewalk, walkway or driveway, nor within 5 feet from the sideline of a STREET or right of way customarily used by the general public. Such SIGN shall comply with all provisions of Sections 7.3 and 7.4, but it shall not be illuminated, and notwithstanding Sections 7.3.4 and 7.3.6 it may be a MOVABLE SIGN and may consist of a flag or balloon, or may be decorated with ribbons, flags, streamers or balloons which remain reasonably within the confines of the SIGN. Such a SIGN shall not be ERECTED sooner than 7 days before the event and it shall be removed not later than 1 day after completion of the event. Only one such SIGN shall be ERECTED per PRINCIPAL USE at any given time. The number of times such a SIGN may be erected shall not exceed four events per PRINCIPAL USE and calendar year. The display of such signs shall be limited to 28 days per PRINCIPAL USE for each calendar year.

M. Amend Section 7.12.1.1 to read as follows:

7.12.1.1 A greater number of SIGNS than allowed under Sections 7.7 and 7.8, but not more than one SIGN in addition to the number of SIGNS otherwise permitted per LOT or per PRINCIPAL USE, as the Planning Board finds appropriate to further the purpose of this Section as stated in Section 7.1.

N. Delete Section 7.12.1.7 and replace with:

7.12.1.7 Except in the Village Districts, a NEON SIGN to be ERECTED on a LOT in place of a SIGN otherwise permitted, provided it features an individualized, custom made design showing only a drawing, logo symbol or illustration, but not letters. A NEON SIGN hereunder shall comply with all applicable dimensional standards, it shall be composed of primarily single strand glass tubing with a maximum 1 inch diameter.

O. Delete Section 7.12.1.5 and 7.12.1.11 and re-number the remaining subsections of 7.12.1 accordingly.

or take any other action relative thereto.

### SUMMARY

The list of proposed changes and deletions to Section 7 of the Zoning Bylaw as proposed in this article has been assembled by the Planning Board following detailed recommendations from the Building Commissioner. The Building Commissioner has now about 3.5 years of enforcement experience with the current bylaw. Most of the recommended changes and deletions are based on this experience. In some cases the sections are difficult to enforce fairly and clearly. In particular, aesthetic controls regulating for instance color or type style are ambiguous because there are not uniformly accepted definitions. In other cases, the enforcement effort would be so extensive that its benefit would not appear to justify its cost. A third group of recommended changes seeks to improve clarity. Building Department staff spends many hours explaining the sign regulations of the Bylaw. The Planning Board believes that these changes will leave the sign regulations largely intact and consistent with the Master Plan, while affording more flexibility and responsibility to the business owners themselves and reducing the Building Department work load relative to signs. In detail:

- Part A clarifies the current definition of a window sign, by specifying in greater detail the method by which window signs may be attached.
- Part B is a clarification. The new words "Except where stated otherwise", reflect that Section 7.4 contains special provisions for certain districts.
- Part C: Section 7.4.1 currently consists of five sub-sections regulating the finer details of sign design and aesthetics, i.e. the clarity, simplicity and scale of displays and messages on a sign; the use of colors and type styles; and the use of materials. These aspects are mostly aesthetic in nature and in the eye of the beholder. There are no clear or conventional definitions for color, shades, type styles and similar nuances, that everybody would agree upon. Therefore, enforcement of these sections is difficult, and sometimes impossible. Part C of the article would delete these subsections, except for subsection 7.4.1.5, which appears as new section 7.4.1 shown in the article.
- Part D inserts a definition for the word "opaque" for the purpose of Section 7.4.3.4, which regulates sign illumination. The standard dictionary definition of "opaque" has been the source of dispute in the past.
- Part E inserts a new cross reference to section 7.5.16, which is a new section proposed in part H of this article.
- Part F would amend Section 7.4.5.1 to allow up to two different types of signs (from 4 types recognized in the bylaw: wall sign, projecting sign, awning sign, freestanding sign) for individual businesses, rather than for individual lots or business centers as currently written. As there may be more than one business on

- a lot or in a business center, this change will allow greater flexibility in the use of various sign types. Section 7.4.5.1 does not limit the overall number of signs, only the variety. The number of signs, that may be erected by individual businesses is regulated in other sections of the Bylaw.
- Part G inserts a new section to allow signs for residential developments as can be occasionally found in Acton: Patriots Hill, Northbriar, Mill Corner, Wingate Lane. The requirements for such signs would mirror those currently provided for signs identifying multi-family buildings. In addition, the section would include a clause grandfathering existing neighborhood signs which do not meet the new dimensional standards.
- Part H inserts a new section that would allow neon window signs for individual businesses. One such sign would be allowed per business. Size limits would keep them at a reasonable scale and illumination after business hours would not be allowed.
- Part I amends the existing section 7.7.3 to allow greater flexibility for awning signs, which by their nature cover parts of a window, door or architectural detail.
- Part J clarifies the intent of section 7.8.5.2 to allow a business in a business center to install one sign on the freestanding business center identification sign in addition to any other sign to which such business is entitled under the bylaw. Section 7.8.5.2 applies to business, industrial and office zoning districts.
- Part K mirrors the clarification made in Part J. Section 7.8.6.3 applies to village zoning districts.
- Part L amends the last three sentences of the existing section 7.10, which regulates temporary special event sign. The significant changes are to allow one such sign 'per principal use' (currently 'per lot') at any given time, and to limit the display of such sign to 28 days 'per business' (currently 'per lot') per calendar year. The current language cannot be enforced fairly where more than one business is located on a lot. It assumes central management or common advertising strategies for the multiple business occupants as practiced in many larger malls and some downtown business areas. No such arrangements exist in Acton. The change eliminates the time sharing provision for the use of special event signs where multiple businesses occupy one lot or business center and allows equal time for each business occupant. As a result, there may be a slight increase in the use of special event signs.
- Part M clarifies the current intent of section 7.12.1.1, which gives the Planning Board certain powers to approve signs by special permit in addition to those allowed by right.
- Part N amends the existing section 7.12.1.7, which gives the Planning Board the authority to approve certain neon signs by special permit. The change would eliminate certain portions of the section that deal with window neon signs in village districts. The amendment is made necessary due to the new and separate section for neon window signs proposed under part H of this article.
- Part O removes two existing sections (7.12.1.5 and 7.12.1.11), which give the Planning Board special permit authority to allow signs with more colors and with a greater number and mixture of messages than otherwise allowed under existing section 7.4.1. Removal of most subsections of 7.4.1 in part C of this articles makes sections 7.12.1.5 and 7.12.1.11 superfluous.

The Planning Board anticipates savings for the municipal budget and operations as a

result of this article. Its adoption will avoid the need for additional enforcement personnel.

Direct inquiries to: Roland Bartl, AICP, Town Planner - 264-9636  
Selectman assigned: Nancy Tavernier

- (S) Recommended
- (F) Recommendation Deferred
- (P) Recommended

**ARTICLE 42\* AMENDED COMMON DRIVES REGULATIONS**  
(2/3 Vote Required)

To see if the Town of Acton will vote to amend Section 3.8.1.5 of the Acton Zoning Bylaw as follows:

A. Amend the last sentence of the first paragraph of 3.8.1.5 to read as follows:

Common Drives serving more than two LOTS but less than six LOTS shall also require a special permit by the Planning Board unless they are in compliance with the requirements a) through q) below. All Common Drives shall be completed prior to the occupancy of any DWELLING UNIT served by the Common Drive.

B. Amend Section 3.8.1.5 f) to read as follows:

f) The Common Drive shall be laid out entirely within an ACCESS and utility easement that is at least 20 feet wide.

C. Amend Section 3.8.1.5 o) to read as follows:

o) A sidewalk shall be constructed along the arterial and collector STREET (arterial and collector STREET as defined in the Acton Subdivision Rules and Regulations) FRONTAGE of all LOTS served by the Common Drive, except where a sidewalk already exists. The sidewalk shall be constructed with a paved surface consisting of a minimum of 2.5 inches of Type I bituminous concrete over 3 inches processed gravel and 6 inches of bank run gravel (or equivalent). It shall be at least five feet wide and shall follow in general the grade of the STREET. Where the sidewalk crosses driveways it shall have wheelchair ramps. Where the sidewalk does not connect with another sidewalk it shall be connected to the STREET pavement with wheelchair ramps. Easements or additional width in the STREET layout shall be provided as necessary to accommodate the sidewalk.

or take any other action relative thereto.

**SUMMARY**

In April 1994, Town Meeting adopted common drive design and construction standards for up to five houses, replacing the previous special permit procedure which applied to all common drives serving three or more houses. The change was intended to promote the use of common drives and to eliminate unnecessary regulatory proceedings. However, the fixed design standards have led some builders to file with the Board of Appeals for a variance and have driven others to use separate driveways instead.

Part A of this article would re-establish a Planning Board special permit as an option for situations in which one or more of the design standards cannot be met, whatever the

reasons might be. The Planning Board, by special permit, already regulates common drives serving more than five houses. The by-right option as approved a year ago would remain in effect where the design standards can be met.

Part B would reduce the minimum easement width for a common drive from 40 feet to 20 feet, which is more in scale with the common driveway space requirements. Part C would limit the existing sidewalk requirement to arterial and collector streets where sidewalks are most needed. The article does not change any of the existing construction requirements for common drives. The Planning Board does not anticipate any municipal fiscal impacts from this article.

Direct inquiries to: Roland Bartl, AICP, Town Planner - 264-9636  
Selectman assigned: F. Dore' Hunter

- (S) Recommended
- (F) Recommended
- (P) Recommended

**ARTICLE 43\* DRIVEWAYS in the VILLAGE RESIDENTIAL (VR) DISTRICT**  
(2/3 Vote Required)

To see if the Town of Acton will vote to amend Section 6 of the Acton Zoning Bylaw as follows:

Add new Section 6.7.5 as follows:

6.7.5 Notwithstanding the requirements for ACCESS driveways and interior driveways set forth above, ACCESS and interior driveways in the Village Residential District shall be at least 12 feet wide.

and re-number the subsequent sections accordingly.

or take any other action relative thereto.

**SUMMARY**

Sections 6.7.3 and 6.7.4 require certain minimum widths for access and interior driveways, which in the Planning Board's opinion are excessive for the limited business uses (maximum floor area is 500 square feet) allowed in the Village Residential District. This article, if adopted, will establish a minimum width of 12 feet, which is a standard width for normal residential driveways. The Village Residential District was established in 1994 under the recommendations of the West Acton Village Plan. It surrounds the West Acton core business district. The number of required parking spaces associated with a business use in the VR District will rarely exceed two or three. If combined with a four unit residence on the same lot the maximum number of required spaces would be approximately ten, which is the same number of parking spaces that is required for five homes. Current residential common driveway standards under the Zoning Bylaw also establish 12 feet as a minimum for up to 5 homes served. The Planning Board does not foresee any municipal fiscal consequences from this article.

Direct inquiries to: Roland Bartl, AICP, Town Planner - 264-9636  
Selectman assigned: F. Dore' Hunter

- (S) Recommended
- (F) Recommended
- (P) Recommended

**ARTICLE 44 TRANSPORTATION SERVICES**  
(2/3 Vote Required)

To see if the Town of Acton will vote to amend the Acton Zoning Bylaw as follows:

- A. Amend Section 3 - Table of PRINCIPAL USES by adding a new section 3.5.22 - Transportation Services, and insert the following designations for section 3.5.22: in the columns GI (General Industrial District) and IP (Industrial Park District) insert SPS (Special Permit by the Board of Selectmen required); in the column SITE PLAN insert R (required); in all other columns insert N (not allowed).
- B. Amend Section 3.5, Business Uses, by adding a new Section 3.5.22 as follows:
  - 3.5.22 Transportation Services - The parking or storage of ground transportation vehicles including buses, ambulances, limousines, taxies, liveries, wagons, or carriages. The primary purpose of the business shall be to provide transportation services to passengers. All vehicles stored or parked upon the premises shall be registered or licensed.

or take any other action relative thereto.

**SUMMARY**

This would allow transportation services as a land use in the General Industrial and Industrial Park Districts and also allow the parking and storage of ground transportation vehicles in these zoning districts. Examples for transportation services could be private ambulances, private school bus services, or private shuttle bus services for commuters or persons with disabilities.

Direct inquiries to: Roland Bartl, AICP, Town Planner - 264-9636  
Selectman Assigned: F. Dore' Hunter

- (S) Recommended
- (F) Recommended
- (P) Recommended

**ARTICLE 45 CHANGE FLOOR AREA RATIO LIMIT IN THE OFFICE PARK 1 (OP-1) DISTRICT**  
(2/3 Vote Required)

To see if the Town of Acton will vote to amend the Acton Zoning Bylaw as follows:

In Section 5 - Table of Standard Dimensional Regulations, change the number in row OP-1 and column MAXIMUM FLOOR AREA RATIO from .10 to .20.

or take any other action relative thereto.

**SUMMARY**

This article, if adopted, will increase the maximum Floor Area Ratio in the Office Park 1 District from 0.10 to 0.20. The Floor Area Ratio is the floor area in a building divided by the area of the lot upon which the building is located. This increase would allow additions to some existing buildings in the district currently not possible, and allow larger buildings than currently allowed on the few remaining vacant lots in the district. Other existing buildings are already built to or above the proposed Floor Area Ratio

limit of 0.20 and could not be expanded. The Office Park 1 district is comprised of land accessed by Nagog Park Drive, a side street of Route 2A near the Littleton town line.

In 1990, as part of the Master Plan zoning articles, Town Meeting voted to reduce the maximum Floor Area Ratio in the Office Park 1 district to 0.10. This action was recommended under the Master Plan in anticipation of much greater traffic growth in this part of the Route 2A corridor than has now materialized. Nearby Acorn Park, was approved for a 600,000 square foot office park with a traffic generation potential of 4000 to 5000 vehicles per day. Today, home construction has begun in Acorn Park and the entire project will be primarily residential in nature. Traffic generation from such a development is only 10-20% of the original number anticipated, allowing for some fill-in from other nearby areas such as the Office Park 1 district without undermining the rationales and principles set forth in the Acton Master Plan. This new situation and the need for additional commercial and industrial growth to better balance Acton's tax base are the reasons for this article.

Direct inquiries to: Roland Bartl, AICP, Town Planner - 264-9636  
Selectman Assigned: William Mullin

- (S) Recommended
- (F) Recommended
- (P) Recommended

**ARTICLE 46\* AMEND LOCAL HISTORIC DISTRICT BYLAW**  
(2/3 Vote Required)

To see if the Town will vote to approve amendments to the Town of Acton Bylaws, Chapter P - Local Historic District Bylaw, as follows:

Amend Section 7., Procedures for Review of Applications by the addition of the following new paragraph:

7.14 Nothing contained in this By-Law shall be deemed to preclude any person contemplating construction or alteration of a BUILDING or STRUCTURE within a DISTRICT from consulting informally with the COMMISSION before submitting any application referred to in this By-Law on any matter which might possibly be within the scope of the Bylaw. Nothing contained in this By-Law shall be deemed to preclude the COMMISSION from offering informal advice to a potential applicant prior to receiving an application. However, any such preliminary advice offered by the COMMISSION shall not be deemed to set a precedent nor in any way limit the COMMISSION in the exercise of its functions under this By-Law.

Amend Section 8, by the addition new section 8.6:

8.6 The COMMISSION may impose requirements on the screening and location of above ground features of septage systems. Such requirements shall not conflict with requirements of the Acton Board of Health.

Amend Section 9. with the following:

Amend Section 9.3 as follows:

After "unsafe" insert, "unhealthful,"

or take any other action relative thereto.

### SUMMARY

This article, if adopted, will clarify some of the wording in the Acton Historic District Bylaw which presently comes verbatim from the State enabling legislation, MGL Chapter 40C. The proposed additions to Section 8 and Section 9.3 are a response to the updated technology and more stringent regulations for septic systems that have appeared since Chapter 40C was written. The new Section 7.14 should make it clear to readers of the Bylaw that informal, preliminary discussion with the Commission is useful, and in fact, encouraged in conjunction with the application process outlined under the Bylaw.

Direct inquiries to: Anne Forbes, Local Historic District Comm. 263-2227  
Selectman Assigned: F. Dore' Hunter

- (S) Recommended
- (F) Recommended

### ARTICLE 47\* ACCEPTANCE OF GIFTS OF LAND (Majority Vote Required)

To see if the Town will vote to accept as gifts the following parcels of vacant land, or take any other action relative thereto.

- (1) From **LaSell Realty Corp.**, a parcel of land consisting of 9.1 acres, more or less, located near Conant Street, at the Acton/Maynard town line, designated as Plate I-2, Parcel 73, for General Municipal Purposes.

### SUMMARY

This parcel is adjacent to existing Conservation Land, and also abuts the Maynard Country Club. The land is almost entirely Wetlands and Floodplain.

- 2) From **Homer C. Feltus**, a parcel of land consisting of 5.93 acres, more or less, located behind 158 Central Street, designated as Plate G-2, Parcel 103, for Cemetery Purposes.

### SUMMARY

This parcel is located adjacent to the south side of Mount Hope Cemetery, is bisected by Fort Pond Brook, and is almost entirely Wetland and Floodplain. The donor specifically requested that it be accepted for "Cemetery Purposes", but due to the high water table the parcel most likely will be left in an undeveloped state.

- 3) From **Barbara Motley**, a parcel of land consisting of .729 acres, more or less, located at 114 School Street, designated as Plate H-3, Parcel 74, for General Municipal Purposes.

### SUMMARY

This parcel is a small lot adjacent to School Street, near Piper Road, and includes a small seasonal pond that has been used for ice skating in the past. Because the parcel is mostly Wetland, it will most likely remain undeveloped for the foreseeable future, other than possibly using a small portion adjacent to the road for a sidewalk.

- 4) From **Kavanagh Homes, Inc.**, the land situated in Acton, Middlesex County, Massachusetts, being shown as Lots 3B, 4B, 6B, 7B, 8B, 9B, 10B, 11B, and 12B on a subdivision plan entitled "Meadow View, Acton Massachusetts" (containing 13 sheets), drawn by Ralph J. Bibbo, R.L.S. and H2O Engineering, P.E., for Warren R. and Doris

Bolton, dated January 15, 1992 and recorded at Book 22022, Page 108 with the Middlesex South District Registry of Deeds as Plan Number 358 of 1992, in consideration of One Dollar (\$1.00), for Conservation Purposes.

#### SUMMARY

These parcels total approximately 15 acres, and are mostly the Flood Plain and Wetlands surrounding the Meadow View subdivision, located off Robbins Street in South Acton. For the most part, the land will be left in a natural state, with the possibility of the installation of a hiking trail and fishing access to the Fort Pond Brook Greenbelt.

5) From **New View Neighborhood Development Corp.**, a parcel of land consisting of 2.43 acres, more or less, located at 331-347 Central Street, designated as Plate E-2, Parcel 239, and further described as Lot 11 on a plan by David E. Ross Associates, Inc., dated April, 1993 and on file in the Acton Engineering Department as Plan #3417 for General Municipal Purposes.

#### SUMMARY

This parcel is almost entirely wetland and floodplain, and is across the street from the "New View" development. Except for the possible future construction of a sidewalk along Central Street, this parcel of vacant land will become part of the Fort Pond Brook Greenbelt.

6) From **Bentley Building Corp.** a parcel of vacant land containing approximately 4.42 acres and shown on Town Atlas Map G-2 as a portion of Parcel 192 located off of the end of Overlook Drive and further described as Parcel A on the plan of land entitled "Definitive Subdivision Plan of Land, McGovern Estates, Acton MA" dated November 5, 1993 revised through April 13, 1994 prepared for Kavanaugh Homes, Inc. by LandTech Consultants, Inc. for general municipal purposes.

#### SUMMARY

Parcel a abuts town-owned conservation land and has frontage on Robbins Street and Overlook Drive. Acceptance of Parcel A will establish access to the town-owned conservation area from these locations.

Direct inquiries to: Dean A. Charter, Municipal Properties Director - 264-9629  
Selectman Assigned: Norman Lake

(S) Recommended  
(F) Recommended

#### **ARTICLE 48\*      MAIN STREET EASEMENT - YETMAN** (Majority Vote Required)

To see if the Town will vote to accept as a gift from William E. Yetman and Edward Yetman, Jr., trustees of Yetman Realty Trust, a 10 foot wide easement on their property at 263 Main Street for all purposes that streets and ways are commonly used in the Town of Acton, being further described in a Quitclaim Deed to the Town of Acton dated June 16, 1994 and recorded in the Middlesex South District Registry of Deeds as document #517, or take any other action relative thereto.

#### SUMMARY

This easement is being donated to the Town in anticipation of the possibility of a future widening of Main Street (Route 27) at Kelley's Corner (Meineke Mufflers). The future widening would resemble, at least in concept, the recent widening of Main Street at

Great Road (Route 2A).

Direct inquiries to: David Abbt, Engineering Administrator, 264-9628.  
Selectman Assigned: Nancy Tavernier

- (S) Recommended
- (F) Recommended

**ARTICLE 49\* P.O. SQUARE TRAFFIC SIGNAL EASEMENTS**  
(Majority Vote Required)

To see if the Town will vote to accept as a gift from Roy C. Smith, Trustee of Acton Technology Park Real Estate Trust, First Phillips Corp., and Bowmar/Ali, Inc., three easements for the operation and maintenance of traffic signal equipment, one on Post Office Square Road, one on property at one Acton Place (526 Main Street) and one on property of Bowmar/Ali (LAU Technologies) 531 Main Street, said easements being further described in three grants of easements to be recorded in the Middlesex Registry of Deeds; or take any other action relative thereto.

**SUMMARY**

These easements are being donated to the Town for operation and maintenance of equipment related to the recently installed traffic signals on Main Street at Post Office Square.

Direct inquiries to: David F. Abbt, Engineering Administrator 264-9628  
Selectman Assigned: William Mullin

- (S) Recommended
- (F) Recommended

**ARTICLE 50 STREET ACCEPTANCE**  
(Majority Vote Required)

To see if the Town will accept as public ways the following streets or portions thereof, as laid out by the Board of Selectmen according to plans on file with the Town Clerk and authorize the Board of Selectmen to take the fee or easement in said streets by eminent domain or otherwise, including easements for drainage, utility, sidewalks, or other purposes where shown on said plans or described in the Order of Layout:

Maddy Lane - From the northerly sideline of School Street a distance of 483 feet, more or less, in a northerly direction to the easterly sideline of a 70.00 foot radius cul-de-sac (including the cul-de-sac), this being the entire road.

Nylander Way - From the easterly sideline of Main Street a distance of 1177 feet, more or less, in a generally northerly direction to the end of a T-shaped turnaround (including the turnaround), this being the entire road.

Davis Road - From the easterly sideline of Great Road a distance of 3201 feet, more or less, in a northerly and easterly direction to the end of a temporary turnaround, this being a portion of Davis Road in this subdivision, or take any other action relative thereto.

### SUMMARY

This is an Annual Article to accept roads as Town ways which have been built to Planning Board standards. In order to create a new road a potential land developer must first obtain approval of a definitive subdivision plan from the Planning Board. The land developer's contractor then constructs the road according to this plan and the Rules and Regulations of the Planning Board. Inspections are made by the Engineering Department during construction to insure compliance with these standards. Upon completion of the road, the developer petitions the Board of Selectmen to start the legal process that will lead to acceptance of the road as a town way. Prior to Town Meeting the Selectmen hold a Public Hearing and adopt an "Order of Layout" containing a legal description of the road. Following Town Meeting the Selectmen obtain title to the road by deed or eminent domain. Such roads are built and donated to the Town at no cost, however, the Town will assume future maintenance costs as with any Town road. The subdivision process is contained in Massachusetts General Law Chapter 41, and the layout of Town ways is Chapter 82. These roads have followed this process and are now ready for acceptance.

Direct inquiries to: David Abbt, Engineering Administrator, 264-9628.  
Selectman Assigned: Wayne Friedrichs

(S) Recommended  
(F) Recommended

### ARTICLE 51 USE OF FUNDS TO REDUCE THE TAX RATE (Majority Vote Required)

To see if the Town will determine an amount of free cash which shall be used for the purpose of reducing the tax rate for the fiscal year beginning July 1, 1995, or take any other action relative thereto.

### SUMMARY

This article requests that the Town Meeting appropriate a sum of money from Free Cash to offset the tax levy.

Direct inquiries to: John Murray, Assistant Town Manager 264-9617  
Selectman Assigned: William Mullin

(S) Recommendation Deferred  
(F) Recommendation Deferred

Footnotes:  
\* Consent  
# Submitted By Citizen Petition

And you are directed to serve this warrant by posting attested copies thereof fourteen days at least before the time of said meeting in not less than six public places in the Town to be designated by the Board of Selectmen.

Hereof fail not and make due return of this warrant with your doings thereon to the Town Clerk at or before the time of meeting aforesaid.

Given under our hands at Acton this 7TH day of March, 1995.

Norman D. Lake, Chairman  
William C. Mullin, Vice Chairman  
Nancy E. Tavernier, Clerk  
F. Dore' Hunter  
Wayne Friedrichs

**ACTON BOARD OF SELECTMEN**

**True Copy Attest**

\_\_\_\_\_  
**CONSTABLE**

(597.w11chris)

## A Glossary of Terms Commonly Used in Municipal Finance

**Abatement:** A complete or partial cancellation of a levy imposed by a governmental unit; applicable to tax levies and special assessments.

**Appropriation:** An authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and the time when it can be expended. Any amount which is appropriated may be encumbered. Any part of the general appropriation not spent or encumbered by June 30 automatically reverts to surplus.

A specific or particular appropriation is carried forward from year to year until spent for the designated purpose or transferred by town meeting vote to another account.

**Assessed valuation:** The value placed upon a particular property by the local Board of Assessors for the purpose of apportioning the town's tax levy among individual property owners equitably and in accordance with the legal requirement that property be assessed at "full and fair cash value", certified periodically by the Commonwealth's Commissioner of Revenue (no less frequently than once every three years.)

**Audit:** Work done by accountants in examining financial reports, reviewing compliance with applicable laws and regulations, reviewing effectiveness in achieving program results. A basic audit examines only the financial reports and legal compliance. An outside Certified Public Accountant (CPA) audit is directed primarily toward the expression of an opinion as to the fairness of the financial statements and submission of a management letter. An auditor must be independent of the executive branch of government. A state auditor, private CPA or public accountant, or elected auditor meets this test.

**Balance Sheet:** A statement that discloses the assets, liabilities, reserves and equities of a fund or government unit at a specified date.

**Budget:** A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. A budget may be preliminary (the financial plan presented to the town meeting) or final (the plan approved by that body).

**Capital Budget:** A plan of proposed capital outlays and the means of financing them for the current fiscal period. It is usually a part of the current budget.

**Capital Exclusion:** A vote to exclude from the levy limit the cost of a capital project. This exclusion only affects the levy limit for the year in which the project was undertaken.

**Cemetery Land Fund:** A Fund established to which an added annual appropriation earmarked for the acquisition of land development costs on designated cemetery land purchases.

**Cherry Sheet:** An annual statement received from the Massachusetts Department of Revenue detailing estimated receipts for the next fiscal year for the various state aid accounts and estimated state and county government charges payable by the assessors in setting the tax rate. The actual receipts and charges may vary from the estimates.

**Classification:** The division of the real estate tax and personal property voted by the Selectmen. The Selectmen may choose one rate for residences, another rate for business, and another rate for open space.

**Debt Exclusion:** A vote to exclude from the levy limit the costs of debt service for capital projects. This exclusion remains in effect for the life of the debt only.

**Debt Service:** Payment of interest and principal related to long term debt.

**Encumbrance:** Obligations as purchase orders, contracts, salary commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved.

**Enterprise Fund:** A fiscal entity with a self-balancing set of accounts that is utilized to account for a governmental service when it is the intent to recover the total costs of service, including depreciation, primarily through user charges may be supplemented by taxes.

**Equalized valuation:** The value of all property as determined by the Commissioner of Revenue biennially, using a standard of "full and fair value."

**Expenditure:** The spending of money by the town for the programs or projects within the approved budget.

**FTE:** A full-time equivalent employee based on a 40 hour work week. May be more than 1 employee, but the total weekly hours equal 40.

**Fiscal Year:** A 12-month period, beginning July 1 and ending June 30, to which the annual budget applies and at the end of which a governmental unit determines its financial position and the results of its operations. The numbers of the fiscal year is that of the calendar year in which it ends; FY94 is the fiscal year which ends June 30, 1994.

**Free Cash:** Now referred to as "undesignated fund balance." Certified each July 1 by the State, this is the portion of Fund Balance available for appropriation. It is not cash but rather is approximately the total of cash and receivables less current liabilities and earmarked reserves, reduced also by reserves for uncollected taxes.

**Fund:** An accounting entity with a self-balancing set of accounts which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with specific regulations, restrictions or limitations.

**General Fund:** The fund into which the general (non-earmarked) revenues of the town are deposited and from which money is appropriated to pay expenses.

**General Obligation Bonds:** Bonds issued by the Town that are backed by the full faith and credit of its taxing authority.

**Overlay:** The amount raised from the property tax levy in excess of appropriations and other charges. It cannot exceed 5 percent of the levy and is used to cover abatements and exemptions granted locally or on appeal.

**Override:** A vote to increase the amount of property tax revenue that may be raised over the levy limit.

**Personnel Services:** The cost of salaries, wages and related employment benefits.

**Purchased Services:** The cost of services that are provided by a vendor.

**Property Tax levy:** The amount produced by multiplying the assessed valuation of property by the tax rate. The tax rate is expressed per thousand dollars of assessed valuation, for example:

House value: \$300,000  
Tax rate: \$10 (which means \$10 per thousand)  
Levy: \$10 multiplied by \$300,000 and divided by \$1,000.  
Result: \$3000

**Reserve Fund:** A fund appropriated each year which may be used only by vote of the Finance Committee for "extraordinary or unforeseen expenditures."

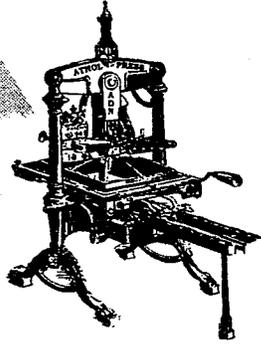
**Revolving fund:** Those funds that may be used for special uses. For example, Recreation fees may be paid into a revolving fund, and expenditures can be made without appropriation with the approval of the Town Manager. Revolving funds are established by state law or town bylaw. Some revolving funds must be annually reauthorized by Town Meeting.

**Tax Levy:** Total amount of dollars assessed in property taxes imposed by the Town each fiscal year.

**Unreserved fund balance or surplus revenue account:** The amount by which cash, accounts receivable and other assets exceed liabilities and restricted reserves. It is akin to the stockholders equity account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion on the assets listed as "accounts receivable" may be taxes receivable and uncollected. (see Free Cash)

**Warrant:** A list of items to be voted upon at Town Meeting

Notes



**TOWN OF ACTON**  
**FY96 MUNICIPAL BUDGET**  
**APPENDIX A**



TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUEST

MARCH 13, 1995  
LOCATION 01: MODERATOR

REF#	DESCRIPTION	EXPENDED 1994	Y.T.D. EXPENDED 1995	APPROPRIATION 1995	REQUESTED BUDGET 1996
0221	SALARIES, PROFESSIONAL	80	0	200	206
	TOWN_PROGRAM 01: LABOR C Subtotal	80	0	200	206
0222	SUPPLIES, EXPENSE	0	0	20	20
	TOWN_PROGRAM 28: SUPPLIE Subtotal	0	0	20	20
	LOCATION 01: MODERATOR Subtotal....	80	0	220	226

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 02: TOWN MANAGER

REF#	DESCRIPTION	EXPENDED	Y. T. D.	APPROPRIATION	REQUESTED
		1994	1995	1995	1996
0343	SALARIES, CLERICAL	36,888	31,450	44,880	45,000
0204	SALARIES, PROFESSIONAL	151,960	103,855	155,648	163,464
0229	CLERICAL WAGES, FUNERAL	0	0	0	0
0237	CLERICAL WAGES O T TOWN MGR	0	0	0	0
0236	CLERICAL WAGES O T SELECTMEN	1,019	0	0	0
0231	CLERICAL WAGES, PERSONAL	0	0	0	0
0232	CLERICAL WAGES, SICK	0	0	0	0
0234	CLERICAL WAGES, VACATION	0	0	0	0
1133	SALARIES, BOARD MEMBERS	3,350	2,233	3,350	3,350
0233	CLERICAL WAGES, SUBSTITUTE	0	0	7,238	7,000
0228	WAGES, INCENTIVE	0	0	0	0
0213	CONFERENCES	953	844	3,100	3,100
0917	INSURANCE BENEFITS	0	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		194,170	138,382	214,216	221,914
0800	TELEPHONE, MANAGER	356	91	0	500
TOWN_PROGRAM 04: UTILITI Subtotal		356	91	0	500
0933	MAINTENANCE XEROX MACHINES	7,838	4,171	15,000	15,000
0205	MAINTENANCE BUSINESS EQUIPMENT	1,045	0	100	100
0220	EQUIPMENT, OFFICE	738	0	1,000	1,000
TOWN_PROGRAM 08: EQUIP. Subtotal		9,621	4,171	16,100	16,100
0951	LEGAL POST GRADUATE TUITION	0	0	0	0
1134	LEGAL W. R. GRACE	13,780	56,419	35,000	35,000
0224	LEGAL ATTORNEY	194,026	82,000	175,000	175,000
0225	LEGAL NEGOTIATOR	1,250	0	0	0
0226	LEGAL EXPENSES	16,078	12,260	10,000	10,000
TOWN_PROGRAM 16: LEGAL Subtotal..		225,134	150,679	220,000	220,000
0211	BOOKS - MANAGER	869	212	1,000	1,000
0208	SUPPLIES, EXPENDABLE	5,409	2,262	5,500	5,500
0210	PERIODICALS, MANAGER	259	1,101	250	250
0209	SUPPLIES, REUSABLE MANAGER	24,627	800	1,500	1,500
TOWN_PROGRAM 28: SUPPLIE Subtotal		31,164	4,375	8,250	8,250
0206	MEDICAL, MANAGER	0	0	1,000	1,000
0930	EMPLOYEE DEVELOPMENT	8,159	5,550	10,000	10,000
0217	SUPPORT, MANAGER MAGIC	1,000	1,000	1,000	2,251
0215	DUES, MANAGER	3,661	3,568	4,000	4,000
TOWN_PROGRAM 36: OTHER E Subtotal		12,820	10,118	16,000	17,251
0146	SUPPORT, DIST. OF MEETING MAT	322	0	10,500	10,500
0356	PRINTING, TOWN REPORTS	4,075	0	0	0
0716	PRINTING, WARRANTS	5,086	0	0	0

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 02: TOWN MANAGER

REF#	DESCRIPTION	EXPENDED 1994	Y.T.D. EXPENDED 1995	APPROPRIATION 1995	REQUESTED BUDGET 1996
	TOWN_PROGRAM 46: PRINTIN Subtotal	9,484	0	10,500	10,500
0457	ELLIOT MENTAL HEALTH	9,999	0	0	0
0669	SUPPORT C.O.D.E.	0	0	0	0
	TOWN_PROGRAM 50: SOCIAL Subtotal	9,999	0	0	0
0929	E.D.P. PARKING TICKETS	1,491	1,898	2,000	2,000
	TOWN_PROGRAM 54: MIS REP Subtotal	1,491	1,898	2,000	2,000
0219	ADVERTISING	8,548	4,417	6,000	9,000
	TOWN_PROGRAM 64: ADVERTI Subtotal	8,548	4,417	6,000	9,000
0214	TRAVEL, LOCAL	78	59	100	100
	TOWN_PROGRAM 68: LOCAL T Subtotal	78	59	100	100
0212	AWARDS	0	0	0	0
0216	PUBLIC RELATIONS	1,598	914	800	2,300
1651	BUSINESS OUTREACH PROGRAM	0	0	0	5,000
	TOWN_PROGRAM 72: PUBLIC Subtotal	1,598	914	800	7,300
0227	OUT OF STATE TRAVEL	267	754	2,000	2,000
	TOWN_PROGRAM 76: OUT OF Subtotal	267	754	2,000	2,000
	LOCATION 02: TOWN MANAGER Subtotal.	504,729	315,859	495,966	514,915

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUEST

MARCH 13, 1995  
LOCATION 03: ACCOUNTANT

REF#	DESCRIPTION	EXPENDED	Y. T. D.	APPROPRIATION	REQUESTED
		1994	EXPENDED 1995	1995	BUDGET 1996
0344	SALARIES, CLERICAL	28,515	28,857	59,263	53,019
0008	SALARIES, PROFESSIONAL	52,495	53,565	129,606	131,648
0007	EXPENSE-COURSE REIMB.	30	25	0	30
0004	EXPENSE-CONFERENCES	421	309	0	400
0844	INSURANCE BENEFITS	0	0	0	0
0940	INSURANCE BENEFITS RETIREE'S	0	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		81,461	82,756	188,869	185,097
0003	SUPPLIES, EXPENDABLE	1,631	1,286	6,000	6,000
TOWN_PROGRAM 28: SUPPLIE Subtotal		1,631	1,286	6,000	6,000
0005	DUES, ACCOUNTANT	124	184	300	300
TOWN_PROGRAM 36: OTHER E Subtotal		124	184	300	300
0002	SUPPORT (INDIRECT)	0	0	0	0
TOWN_PROGRAM 58: EXTERNA Subtotal		0	0	0	0
0006	EXPENSE-TRAVEL LOCAL	61	18	100	100
TOWN_PROGRAM 58: LOCAL T Subtotal		61	18	100	100
LOCATION 03: ACCOUNTANT Subtotal...		83,277	84,244	195,269	191,497

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 04: FINANCE

REF#	DESCRIPTION	EXPENDED 1994	Y. T. D.		REQUESTED BUDGET 1996
			EXPENDED 1995	APPROPRIATION 1995	
0698	REG. SCH., TRAVEL OUT OF STATE	0	0	0	0
0699	MINUTEMAN VOC SCHOOL SERVICES	648,321	373,122	670,364	0
0697	REGIONAL SCHOOL, SER SUPPORT	7,280,334	5,725,270	8,035,260	0
0700	OTHER VOC SCHOOL TUITION	0	0	0	0
0696	DEBT, REGIONAL SCHOOL	317,763	301,175	0	0
TOWN_PROGRAM 00: Subtotal.....		8,246,418	6,399,567	8,705,624	0
0345	SALARIES, CLERICAL	26,613	18,659	25,143	27,631
0247	SALARIES, PROFESSIONAL	76,307	35,203	64,783	65,117
0245	SALARIES, CLERICAL OVERTIME	0	0	0	0
0251	CONFERENCES	0	0	0	0
0701	PENSION, MIDDLESEX COUNTY	929,618	755,615	939,046	800,000
0943	PENSION, FICA CONTRIBUTION	100,975	76,809	60,000	32,000
1012	PENSION, TOWN OF SWAMPSCOTT	989	989	1,000	1,000
1011	PENSION, TOWN OF BROOKLINE	646	0	1,000	1,000
0703	INSURANCE, GROUP LIFE TOWN	6,252	5,873	10,557	11,000
0702	INSURANCE, GROUP HEALTH TOWN	979,853	681,254	1,035,397	1,036,000
0938	INSURANCE, GROUP HARVARD, TOWN	121,589	95,691	152,650	153,000
1137	INSURANCE, MEDICARE	10,803	361	50,000	40,798
0711	INSURANCE, UNEMPLOYMENT TOWN	3,454	0	50,000	50,000
0704	INSURANCE, WORKMEN'S COMPENSAT	138,010	100,959	198,741	198,000
0882	INSURANCE BENEFITS	0	0	0	100,000
0939	INSURANCE BENEFITS ALLOCATION	0	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		2,373,504	1,771,411	2,588,317	2,515,546
0950	TELEPHONE, FINANCE	349	630	500	500
TOWN_PROGRAM 04: UTILITI Subtotal		349	630	500	500
0663	EQUIPMENT, POSTAGE MACHINE	1,814	2,812	2,000	2,000
TOWN_PROGRAM 08: EQUIP. Subtotal		1,814	2,812	2,000	2,000
0714	INSURANCE, AMBULANCE & EMT	0	0	3,000	3,000
0713	INSURANCE, POLICE PROFESSIONAL	14,572	11,290	17,000	17,000
0712	INSURANCE, BOILER	0	0	4,000	0
0710	INSURANCE, POLICE ACCIDENT	4,903	7,923	8,000	8,000
0709	INSURANCE, PUBLIC OFFICIALS	14,887	13,204	17,000	17,000
0708	INSURANCE, DEDUCIBLE	0	0	0	0
0707	INSURANCE, BONDS	928	856	2,000	2,000
0706	INSURANCE, SPECIAL MULTI-PERIL	74,722	69,571	51,000	51,000
0705	INSURANCE, MOTOR VEHICLE	0	0	110,000	110,000
0952	INSURANCE, FIRE ACCIDENT	12,787	16,591	20,000	20,000
TOWN_PROGRAM 12: INSURAN Subtotal		122,799	119,435	232,000	228,000
0249	SUPPLIES, EXPENDABLE	9,367	4,072	6,000	6,000
1132	SUPPLIES, REUSABLE FINANCE	0	230	0	0

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 04: FINANCE

REF#	DESCRIPTION	Y.T.D.		APPROPRIATION 1995	REQUESTED BUDGET 1996
		EXPENDED 1994	EXPENDED 1995		
TOWN_PROGRAM 28: SUPPLIE Subtotal		9,367	4,301	6,000	6,000
0250	BANKING SERVICE FEES	0	0	0	0
0253	DUES, FINANCE	140	60	200	200
0223	DUES, FIN/COM	0	0	250	250
TOWN_PROGRAM 36: OTHER E Subtotal		140	60	450	450
0254	EXPRESS DELIVERY	1,084	2,278	2,500	2,500
0218	POSTAGE	35,329	2,000	27,000	27,000
TOWN_PROGRAM 46: PRINTIN Subtotal		36,413	4,278	29,500	29,500
0123	M.I.S. ASSESSORS'	0	0	6,915	7,000
0145	M.I.S. CLERKS'	25	0	18,173	18,200
0932	M.I.S. MANAGER'S	0	183	10,000	10,000
1131	M.I.S. M/A HARDWARE	25,807	12,663	36,000	61,000
0465	M.I.S. FINANCE	0	0	0	0
0493	M.I.S. LNO3 PRINTER SUPPLIES	835	0	0	0
0664	M.I.S., TERMINIAL REPAIRS COST	993	11,020	0	0
0658	M.I.S. M/A SOFTWARE	16,940	13,383	15,000	15,000
TOWN_PROGRAM 54: MIS REP Subtotal		44,600	37,248	86,088	111,200
0248	LEGAL AND OR PROFESSIONAL	15	8	500	500
TOWN_PROGRAM 58: EXTERNA Subtotal		15	8	500	500
0931	AUDIT FEES	18,450	0	20,000	20,000
TOWN_PROGRAM 62: AUDIT Subtotal..		18,450	0	20,000	20,000
0255	ADVERTISING	0	0	0	0
TOWN_PROGRAM 64: ADVERTI Subtotal		0	0	0	0
0252	TRAVEL LOCAL	0	0	100	100
TOWN_PROGRAM 68: LOCAL T Subtotal		0	0	100	100
0662	DEBT:REGISTRATION COST	1,080	1,177	1,000	1,000
TOWN_PROGRAM 80: DEBT RE Subtotal		1,080	1,177	1,000	1,000
0695	DEBT, CONANT SCHOOL	0	0	0	0
0693	DEBT, 1994 M.P.L.	0	0	0	22,485
0686	DEBT, 1982 G.O.B.	0	0	0	0
0685	DEBT, 1985 G.O.B.	70,000	50,000	0	50,000
1150	DEBT, 1987 G.O.B. LEVY EXEMPT	115,000	100,000	100,000	100,000
0927	DEBT, 1986 G.O.B. LEVY EXEMPT	350,000	365,000	400,000	320,000

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUEST

MARCH 13, 1995  
LOCATION 04: FINANCE

REF#	DESCRIPTION	EXPENDED	Y.T.D.	APPROPRIATION	REQUESTED
		1994	EXPENDED 1995	1995	BUDGET 1996
0058	DEBT, MERRIAM TAXABLE, EXCEPT	0	0	0	0
0001	DEBT, FIRE TRUCKS	0	0	0	0
0059	INTEREST, MERRIAM TAXABLE EXCH	0	0	0	0
0928	INTEREST, 86 G.O.B., LEVY EXM.	61,500	0	40,500	20,400
1061	INTEREST, 87 G.O.B., LEVY EXM.	26,428	45,775	20,275	14,500
0687	INTEREST, 82 G.O.B.	0	0	0	0
0692	INTEREST, GATES SCHOOL	0	0	0	23,265
0682	INTEREST, 94 M.P.L	9,025	26,483	5,063	1,688
0694	INTEREST, CONANT SCHOOL	0	0	0	0
0683	INTEREST, R.A.N/B.A.N.'S	298,361	0	88,000	30,000
0017	INTEREST, SEWERS	0	0	0	0
0016	INTEREST, FIRE TRUCKS	0	0	0	0
TOWN_PROGRAM 87: DEBT & Subtotal		930,314	587,258	653,838	582,338
0982	RESERVE FUND	0	0	33,000	33,000
TOWN_PROGRAM 88: RESERVE Subtotal		0	0	33,000	33,000
LOCATION 04: FINANCE Subtotal.....		11,785,262	8,928,185	12,358,917	3,530,134

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 05: CIVIL DEFENSE

REF#	DESCRIPTION	EXPENDED 1994	Y.T.D.		REQUESTED BUDGET 1996
			EXPENDED 1995	APPROPRIATION 1995	
0288	CONFERENCES, RADIO	0	0	0	0
0287	CONFERENCES, SHELTERS	0	0	0	0
0286	CLOTHING, UNIFORMS	66	0	0	0
0285	CLOTHING, PROTECTIVE POLICE	0	0	0	0
0302	CLOTHING, FIRE PROTECTIVE	286	0	801	800
TOWN_PROGRAM 01: LABOR C Subtotal		352	0	801	800
0292	TELEPHONE, EXPENSES	243	413	500	500
TOWN_PROGRAM 04: UTILITI Subtotal		243	413	500	500
0305	REPAIRS, APPARATUS	299	817	519	600
0291	REPAIRS, FIRE RADIO	231	236	200	200
0306	REPAIRS, RADIO COMMUNICATIONS	53	0	400	400
0304	REPAIRS, POLICE RADIO	0	0	0	0
0301	TOOLS, POLICE	0	0	0	0
0295	EQUIPMENT, CIVIL DEFENSE	9	0	0	0
0293	EQUIPMENT, OFFICE	0	0	0	0
0294	EQUIPMENT, RADIOS CIV. DEF.	10	0	650	700
TOWN_PROGRAM 08: EQUIP. Subtotal		602	1,053	1,769	1,900
0298	SUPPLIES, PHOTO	0	0	105	100
0299	SUPPLIES, RANGE & AMMO	0	0	0	0
0283	SUPPLIES, EXPENDABLE ADMIN.	295	119	300	300
0303	SUPPLIES, FIRE REUSABLE	1,319	94	125	200
0284	SUPPLIES, OFFICE EQUIPMENT	24	613	300	300
0300	SUPPLIES, REUSABLE POLICE	0	0	0	0
TOWN_PROGRAM 28: SUPPLIE Subtotal		1,637	826	830	900
0296	TRAINING, POLICE	0	0	0	0
0297	TRAINING, FIRE	0	0	400	400
TOWN_PROGRAM 36: OTHER E Subtotal		0	0	400	400
0290	ROUTINE, POLICE EQUIP. REPAIRS	0	0	0	0
TOWN_PROGRAM 40: BLDG & Subtotal		0	0	0	0
0289	TRAVEL, LOCAL	0	0	0	0
TOWN_PROGRAM 68: LOCAL T Subtotal		0	0	0	0
LOCATION 05: CIVIL DEFENSE Subtotal		2,835	2,292	4,300	4,500

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 06: ASSESSOR

REF#	DESCRIPTION	EXPENDED	Y.T.D.	APPROPRIATION	REQUESTED
		1994	EXPENDED 1995	1995	BUDGET 1996
0346	SALARIES, CLERICAL	25,824	18,195	26,346	26,971
0120	SALARIES, PROFESSIONAL	40,465	41,038	67,273	71,863
0244	SALARIES, CLERICAL OVERTIME	0	0	0	0
0121	SALARIES, BOARD MEMBERS	1,433	800	1,600	1,600
0130	EDUCATION - REIMBURSEMENT	35	0	0	0
0128	CONFERENCES	0	0	0	0
0853	INSURANCE BENEFITS	0	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		67,758	60,033	95,219	100,434
0131	EQUIPMENT, OFFICE	0	0	0	0
TOWN_PROGRAM 08: EQUIP. Subtotal		0	0	0	0
0124	SUPPLIES, OFFICE	535	441	1,250	1,288
0126	PERIODICALS, ASSESSOR	0	35	155	160
0125	SUPPLIES, REUSABLE ASSESSOR	25	118	200	206
TOWN_PROGRAM 28: SUPPLIE Subtotal		560	594	1,605	1,654
0657	SUPPORT, ASSESSOR	26,220	1,103	6,200	6,386
0132	DUES, ASSESSOR	230	398	400	412
TOWN_PROGRAM 36: OTHER E Subtotal		26,450	1,500	6,600	6,798
0127	PRINTING, BINDING	180	33	300	309
TOWN_PROGRAM 46: PRINTIN Subtotal		180	33	300	309
1310	PROFESSIONAL APPRAISAL	4,250	0	10,000	10,300
0354	REVALUATION COST	0	51,245	35,000	0
TOWN_PROGRAM 58: EXTERNA Subtotal		4,250	51,245	45,000	10,300
0129	TRAVEL, LOCAL	64	261	400	412
TOWN_PROGRAM 68: LOCAL T Subtotal		64	261	400	412
LOCATION 06: ASSESSOR Subtotal.....		99,262	113,665	149,124	119,907

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUEST

MARCH 13, 1995  
LOCATION 07: VETERANS SERVICES

REF#	DESCRIPTION	EXPENDED 1994	Y.T.D. EXPENDED 1995	APPROPRIATION 1995	REQUESTED BUDGET 1996
0460	SALARIES, PROFESSIONAL	2,031	969	2,060	2,163
	TOWN_PROGRAM 01: LABOR C Subtotal	2,031	969	2,060	2,163
0461	SUPPLIES, EXPENDABLE	10	0	400	400
	TOWN_PROGRAM 28: SUPPLIE Subtotal	10	0	400	400
0462	EXPENSES, TRAVEL LOCAL	0	0	0	0
	TOWN_PROGRAM 68: LOCAL T Subtotal	0	0	0	0
0463	VETERAN'S BENEFITS	5,308	9,287	10,000	10,000
	TOWN_PROGRAM 84: VETERAN Subtotal	5,308	9,287	10,000	10,000
	LOCATION 07: VETERANS SERV Subtotal	7,348	10,256	12,460	12,563

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 09: TOWN CLERK

REF#	DESCRIPTION	EXPENDED	Y. T. D.	APPROPRIATION	REQUESTED
		1994	EXPENDED 1995	1995	BUDGET 1996
0133	SALARIES, PROFESSIONAL	32,622	23,274	33,951	37,350
0347	SALARIES, CLERICAL	46,162	33,085	49,062	50,060
0240	CLERICAL WAGES O T TOWN CLERK	0	0	0	0
0140	EDUCATION REIMBURSEMENT	0	0	0	0
0137	EXPENSE-CONFERENCES	221	56	100	100
0135	EXPENSE-MEALS	93	77	50	50
0873	INSURANCE BENEFITS	0	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		79,098	56,492	83,163	87,560
0136	BOOKS - TOWN CLERK	0	0	0	0
0134	SUPPLIES, EXPENDABLE	4,924	416	1,000	1,000
1629	SUPPLIES, DOG LICENSES	0	428	0	0
TOWN_PROGRAM 28: SUPPLIE Subtotal		4,924	844	1,000	1,000
0717	ARCHIVAL BINDERY EXPENSES	0	0	75	75
0139	DUES, TOWN CLERK	10	0	60	60
TOWN_PROGRAM 36: OTHER E Subtotal		10	0	135	135
0138	EXPENSE-TRAVEL LOCAL,	0	0	50	100
TOWN_PROGRAM 68: LOCAL T Subtotal		0	0	50	100
LOCATION 09: TOWN CLERK Subtotal...		84,032	57,336	84,348	88,795

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUEST

MARCH 13, 1995  
LOCATION 10: DISABILITY COMMISSION

REF#	DESCRIPTION	EXPENDED	Y.T.D.	APPROPRIATION	REQUESTED
		1994	EXPENDED 1995	1995	BUDGET 1996
0122	PUBLIC REL., DISABILITY COMM	1,330	36	1,500	1,500
	TOWN_PROGRAM 36: OTHER E Subtotal	1,330	36	1,500	1,500
	LOCATION 10: DISABILITY CO Subtotal	1,330	36	1,500	1,500

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUEST

MARCH 13, 1995  
LOCATION 11: PUBLIC CEREMONIES

REF#	DESCRIPTION	EXPENDED 1994	Y.T.D. EXPENDED 1995	APPROPRIATION 1995	REQUESTED BUDGET 1996
0265	SUPPLIES, EXPENDABLE	3,131	515	2,520	3,000
TOWN_PROGRAM 20: SUPPLIE Subtotal		3,131	515	2,520	3,000
LOCATION 11: PUBLIC CEREMO Subtotal		3,131	515	2,520	3,000

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 12: TREASURER

REF#	DESCRIPTION	EXPENDED 1994	Y.T.D. EXPENDED 1995	APPROPRIATION 1995	REQUESTED BUDGET 1996
0230	SALARIES, PROFESSIONAL	0	0	0	0
1214	SALARIES, PROTECTION	0	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		0	0	0	0
0207	SUPPORT, EXPENSES	0	0	0	0
0054	TELEPHONE **	0	30	0	0
TOWN_PROGRAM 04: UTILITI Subtotal		0	30	0	0
0958	EQUIPMENT, CRUISER REPLACEMENT	0	0	0	0
TOWN_PROGRAM 08: EQUIP. Subtotal		0	0	0	0
1484	STOW ST. CULVERT	0	0	0	0
1485	BARKER RD. CULVERT	0	0	0	0
0480	CONCORD RD. BRIDGE	0	0	0	0
TOWN_PROGRAM 24: INFRASR Subtotal		0	0	0	0
0960	SUPPORT, EXPENSES	0	0	0	0
0942	SUPPLIES, EXPENDABLE	0	0	0	0
TOWN_PROGRAM 28: SUPPLIE Subtotal		0	0	0	0
0941	PROJECT-MUNICIPAL PROPERTY	0	0	0	0
TOWN_PROGRAM 40: BLDG & Subtotal		0	0	0	0
0449	LEGAL AND/OR PROFESSIONAL	0	0	0	0
TOWN_PROGRAM 58: EXTERNA Subtotal		0	0	0	0
LOCATION 12: TREASURER Subtotal....		0	30	0	0

MARCH 13, 1995  
LOCATION 13: ENGINEERING

REF#	DESCRIPTION	EXPENDED	Y.T.D.	APPROPRIATION	REQUESTED
		1994	1995	1995	BUDGET
0190	SALARIES, PROFESSIONAL	107,878	71,810	121,484	128,125
0246	CLERICAL WAGES O T ENGINEER	0	0	0	0
0201	EXPENSE - EDUCATION REIM.	100	0	0	0
0198	EXPENSE-CONFERENCES	0	0	261	300
0195	CLOTHING - PROTECTIVE	0	0	200	300
0877	INSURANCE BENEFITS	0	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		107,978	71,810	121,945	128,725
0202	SERVICE - REPAIRS-MAINTENANCE	0	0	750	2,000
0203	EQUIPMENT, ENGINEERING	842	0	750	1,000
TOWN_PROGRAM 08: EQUIP. Subtotal		842	0	1,500	3,000
0509	BRIDGES AND CULVERTS	20,000	0	0	0
TOWN_PROGRAM 24: INFRASR Subtotal		20,000	0	0	0
0197	BOOKS - ENGINEERING	0	75	150	150
0193	SUPPLIES, EXPENDABLE	2,365	557	3,000	3,000
0196	PERIODICALS, ENGINEERING	0	0	0	0
0194	SUPPLIES, REUSABLE ENGINEERING	0	0	0	0
TOWN_PROGRAM 28: SUPPLIE Subtotal		2,365	632	3,150	3,150
0200	DUES, ENGINEERING	250	190	200	170
TOWN_PROGRAM 36: OTHER E Subtotal		250	190	200	170
0192	SERVICE - SUPPORT	2,033	2,795	6,100	2,500
1101	SERVICE - SUPPORT - TRAFFIC	962	2,000	1,000	3,000
TOWN_PROGRAM 58: EXTERNA Subtotal		2,995	4,795	7,100	5,500
0199	EXPENSE-TRAVEL LOCAL	0	0	20	20
TOWN_PROGRAM 68: LOCAL T Subtotal		0	0	20	20
LOCATION 13: ENGINEERING Subtotal..		134,430	77,428	133,915	140,565

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 14: TOWN COLLECTOR

REF#	DESCRIPTION	EXPENDED 1994	Y.T.O. EXPENDED 1995	APPROPRIATION 1995	REQUESTED BUDGET 1996
1304	SALARIES, PROFESSIONAL	22,950	17,791	51,196	54,899
1303	SALARIES, CLERICAL	49,776	44,664	68,325	71,208
0536	CONFERENCES	240	105	1,000	1,030
0875	INSURANCE BENEFITS	0	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		72,965	62,560	120,521	127,137
0518	SUPPLIES, TAX FORMS	3,770	11,592	5,000	5,150
0515	SUPPLIES, EXPENDABLE	625	15	500	650
TOWN_PROGRAM 28: SUPPLIE Subtotal		4,395	11,607	5,500	5,800
0836	LOCKBOX SERVICES	3,821	3,000	10,000	12,000
0835	MAILING SERVICES	2,415	3,500	3,000	3,000
0519	DUES, COLLECTOR	107	140	100	400
TOWN_PROGRAM 36: OTHER E Subtotal		6,342	6,640	13,100	15,400
0514	LEGAL AND/OR PROFESSIONAL	7,139	3,285	10,000	10,000
0834	PROFESSIONAL SERVICES	11,264	13,000	18,000	18,000
TOWN_PROGRAM 58: EXTERNA Subtotal		18,403	16,285	28,000	28,000
0543	ADVERTISING	2,165	0	2,000	2,000
TOWN_PROGRAM 64: ADVERTI Subtotal		2,165	0	2,000	2,000
0523	TRAVEL LOCAL	64	254	500	500
TOWN_PROGRAM 68: LOCAL T Subtotal		64	254	500	500
LOCATION 14: TOWN COLLECTO Subtotal		104,334	97,346	169,621	178,837

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 15: ELECTION

REF#	DESCRIPTION	EXPENDED 1994	Y. T. D. EXPENDED 1995	APPROPRIATION 1995	REQUESTED BUDGET 1996
0142	SALARIES, ELECTION/CENSUS	3,740	4,533	13,400	7,255
0141	SALARIES, BOARD MEMBERS	900	0	1,500	1,500
0149	EXPENSE-CONFERENCES	34	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		4,674	4,533	14,900	8,755
0143	SERVICES, MACHINE RENTALS	1,849	1,162	1,300	1,125
0147	SERVICES, SOUND SYSTEM	1,355	0	0	0
TOWN_PROGRAM 08: EQUIP. Subtotal		3,204	1,162	1,300	1,125
0148	SUPPLIES, EXPENDABLE	291	162	1,760	1,848
1533	SPECIAL ELECTION COSTS	1,200	94	300	350
TOWN_PROGRAM 28: SUPPLIE Subtotal		1,491	255	2,060	2,198
0144	RECONDITIONING	0	0	0	0
TOWN_PROGRAM 36: OTHER E Subtotal		0	0	0	0
0150	PRINTING, ELECTION	760	0	1,600	800
0151	POSTAGE	2,079	1,815	3,675	4,043
TOWN_PROGRAM 46: PRINTIN Subtotal		2,839	1,815	5,275	4,843
LOCATION 15: ELECTION Subtotal.....		12,207	7,764	23,535	16,921

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUEST

MARCH 13, 1995  
LOCATION 16: PLANNING BOARD

REF#	DESCRIPTION	EXPENDED	Y. T. D.	APPROPRIATION	REQUESTED
		1994	EXPENDED 1995	1995	BUDGET 1996
0152	SALARIES, PROFESSIONAL	58,799	52,213	87,211	83,320
0153	SALARIES, OTHERS	0	0	0	0
0348	SALARIES, CLERICAL	12,272	289	6,396	5,806
0238	CLERICAL WAGES O T PLANNING BO	0	0	0	0
0158	EXPENSE-CONFERENCES	60	0	0	0
0936	INSURANCE BENEFITS	0	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		71,130	52,502	93,607	89,126
0157	BOOKS - PLANNING	113	125	350	370
0155	SUPPLIES, EXPENDABLE	1,998	1,627	2,200	2,310
1103	SUPPLIES, STUDIES/TECH SERVICE	0	0	0	1,000
0156	SUPPLIES, REUSABLE PLANNING	2,774	4,593	4,500	1,700
TOWN_PROGRAM 28: SUPPLIE Subtotal		4,885	6,345	7,050	5,380
0975	EXPENSE, PLANNING COUNCIL	0	0	0	0
0934	EXPENSE, FAIR HOUSING COMMITTEE	0	0	25	25
0160	DUES, PLANNING	860	837	950	1,100
TOWN_PROGRAM 36: OTHER E Subtotal		860	837	975	1,125
0161	PRINTING, SERVICE	751	1,885	3,000	4,300
TOWN_PROGRAM 46: PRINTIN Subtotal		751	1,885	3,000	4,300
0154	LEGAL AND/OR PROFFESIONAL	0	0	0	0
TOWN_PROGRAM 58: EXTERNA Subtotal		0	0	0	0
0162	SERVICE - ADVERTISING	457	45	400	520
TOWN_PROGRAM 64: ADVERTI Subtotal		457	45	400	520
0159	EXPENSE-TRAVEL LOCAL	252	0	100	250
TOWN_PROGRAM 68: LOCAL T Subtotal		252	0	100	250
LOCATION 16: PLANNING BOAR Subtotal		78,336	61,614	105,132	100,701

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUEST

MARCH 13, 1995  
LOCATION 18: ZONING BOARD OF APPEALS

REF#	DESCRIPTION	EXPENDED	Y.T.D.	APPROPRIATION	REQUESTED
		1994	EXPENDED 1995	1995	BUDGET 1996
0458	SUPPLIES, EXPENDABLE	440	172	1,000	750
TOWN PROGRAM 28: SUPPLIE Subtotal		440	172	1,000	750
LOCATION 18: ZONING BOARD Subtotal		440	172	1,000	750

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 22: MUNICIPAL PROPERTIES

REF#	DESCRIPTION	Y.T.D.		REQUESTED	
		EXPENDED 1994	EXPENDED 1995	APPROPRIATION 1995	BUDGET 1996
0715	WAGES, MOSQUITO CONTROL	1,305	856	2,700	0
0164	WAGES, REGULAR	118,463	89,026	157,891	177,414
0163	WAGES, PROFESSIONAL	50,468	35,706	51,330	51,330
0349	SALARIES, CLERICAL	26,507	18,366	26,644	28,051
0165	WAGES, FUNERAL	110	504	0	0
0166	WAGES, HOLIDAY	6,733	6,340	0	0
0167	WAGES, OVERTIME	4,180	3,245	3,700	4,000
0235	CLERICAL WAGES O T MUN PROP	873	492	0	900
0168	WAGES, PERSONAL	1,116	874	0	0
0169	WAGES, SICK	13,295	1,169	0	0
0170	WAGES, VACATION	7,005	6,130	0	0
0171	WAGES, SEASONAL	1,150	3,244	0	0
0183	EDUCATION REIMBURSEMENT	0	0	0	0
0180	CONFERENCES	0	0	0	0
0178	CLOTHING, UNIFORMS	2,274	1,568	2,500	2,500
0177	CLOTHING PROTECTIVE	1,238	1,072	2,500	2,500
0925	INSURANCE BENEFITS	0	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		234,716	168,593	247,265	266,695
0115	TELEPHONE, SPECIAL **	0	0	0	0
0189	TELEPHONE	47,961	36,770	52,000	52,000
0019	ELECTRIC, MINUTEMAN BUILDING	378	346	500	500
0914	ELECTRIC, CEMETERY	804	622	925	925
1628	ELECTRIC, TRAFFIC LIGHTS	0	491	0	3,500
0370	ELECTRIC, CITIZEN'S LIBRARY	535	449	435	575
0782	ELECTRIC, FIRE STATION 2.	2,940	2,628	3,000	3,100
0781	ELECTRIC, FIRE STATION 1	3,508	2,273	3,700	3,700
0674	ELECTRIC, COA SENIOR CENTER	1,862	3,429	0	5,000
0783	ELECTRIC, FIRE STATION 3	5,152	3,475	4,500	5,500
0784	ELECTRIC, CIVIL DEFENSE BLDG.	348	432	500	500
0785	ELECTRIC, LANDFILL	706	899	875	875
0786	ELECTRIC, MEMORIAL LIBRARY	13,659	12,039	13,000	14,500
0482	ELECTRIC, STREET LIGHTING	110,130	72,921	107,000	116,000
0778	ELECTRIC, TOWN HALL	15,449	10,914	15,750	15,570
0779	ELECTRIC, D.P.W.	15,375	10,242	15,000	16,200
0780	ELECTRIC, POLICE STATION	8,835	6,979	8,500	9,500
0500	FUEL OIL, MINUTEMAN BUILDING	1,047	556	750	1,100
0915	FUEL OIL, CEMETERY	2,842	1,420	2,000	3,000
0185	FUEL OIL, TOWN HALL	4,916	1,761	5,000	5,000
0187	FUEL OIL, FIRE	0	0	0	0
0186	FUEL OIL, POLICE	0	0	0	0
0188	NATURAL GAS, MEMORIAL LIBRARY	10,134	4,674	6,000	6,000
1547	NAT. GAS, SENIOR CENTER	1,848	949	0	3,000
0766	NAT. GAS, CIVIL DEFENSE BLDG.	1,845	924	1,900	1,900
0765	NAT. GAS, FIRE STATION 3	4,210	2,226	4,500	4,500
0764	NAT. GAS, FIRE STATION 2	4,523	2,396	4,500	4,500
0763	NAT. GAS, FIRE STATION 1	3,768	1,711	3,500	3,800
0762	NAT. GAS, POLICE STATION	3,831	2,018	2,500	3,800
0761	NAT. GAS, D.P.W.	7,710	4,546	6,500	7,800
0760	NAT. GAS, TOWN HALL	306	223	500	500

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 22: MUNICIPAL PROPERTIES

REF#	DESCRIPTION	EXPENDED	Y.T.D.	APPROPRIATION	REQUESTED
		1994	EXPENDED 1995	1995	BUDGET 1996
0369	NAT. GAS, CITIZEN'S LIBRARY	1,201	678	1,200	1,300
0769	WATER, TOWN HALL	733	419	800	800
0770	WATER, D.P.W.	437	173	400	450
0771	WATER, POLICE STATION	401	158	475	475
0772	WATER, FIRE STATION 1	289	126	300	300
0773	WATER, FIRE STATION 2	130	80	200	200
0774	WATER, FIRE STATION 3	340	168	275	350
0775	WATER, CIVIL DEFENSE BLDG.	80	60	100	100
0777	WATER, MEMORIAL LIBRARY	296	151	275	300
0481	WATER, COMMUNITY GARDENS	0	0	50	500
0502	WATER, MINUTEMEN BUILDING	0	0	200	200
1349	WATER, ARBORETUM	40	40	50	50
1177	WATER, CITIZEN'S LIBRARY	80	60	143	140
1546	WATER, SENIOR CENTER	40	71	0	80
TOWN_PROGRAM 04: UTILITI Subtotal		278,696	190,494	267,803	298,090
0179	TOOLS, MUNICIPAL PROPERTIES	188	1,488	1,500	1,500
0184	EQUIPMENT, MUNICIPAL PROP.	451	1,710	2,000	9,200
TOWN_PROGRAM 08: EQUIP. Subtotal		638	3,198	3,500	10,700
0176	SUPPLIES, CUSTODIAL	5,297	5,403	9,000	9,000
0175	SUPPLIES, EXPENDABLE	10,213	8,541	9,400	11,000
0174	SUPPLIES, MOSQUITO CONTROL	4,246	202	4,000	0
0670	SUPPLIES, C.O.A. CENTER	0	0	10,500	1,500
TOWN_PROGRAM 28: SUPPLIE Subtotal		19,756	14,146	32,900	21,500
0182	DUES, MUNIC. PROP.	394	405	600	600
TOWN_PROGRAM 36: OTHER E Subtotal		394	405	600	600
0652	PROJECTS, CITIZEN'S LIBRARY	0	144	0	0
0651	PROJECTS, WINDSOR BUILDING	416	308	0	0
0741	PROJECTS, POLICE STATION	0	75	0	0
0743	PROJECTS, FIRE STATION 1	240	0	0	1,000
0745	PROJECTS, FIRE STATION 2	0	608	0	6,000
0747	PROJECTS, FIRE STATION 3	2,532	1,041	0	6,000
0749	PROJECTS, CIVIL DEFENSE BLDG.	0	534	0	0
0750	PROJECTS, MEMORIAL LIBRARY	15,006	5	0	2,000
0654	PROJECTS, CEMETERY	0	0	0	0
0913	PROJECTS, TOWN HALL	523	8,735	10,725	2,500
0912	PROJECTS, D.P.W.	901	0	0	0
0985	PROJECTS, RECREATION	23	0	0	0
0172	BLDG & GROUNDS, MAINTENANCE	7,421	8,181	13,000	13,000
0191	ROUTINE, C.O.A. CENTER	0	1,179	0	2,000
0173	ROUTINE, TOWN HALL	1,856	2,818	3,000	3,000
0656	ROUTINE, WINDSOR BUILDING	0	0	200	200
0660	ROUTINE, CEMETERY	0	0	200	200
0739	ROUTINE, D.P.W.	0	0	300	300

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 22: MUNICIPAL PROPERTIES

REF#	DESCRIPTION	EXPENDED 1994	Y.T.D. EXPENDED 1995	APPROPRIATION 1995	REQUESTED BUDGET 1996
0740	ROUTINE, POLICE STATION	0	0	300	300
0742	ROUTINE, FIRE STATION 1	0	0	500	500
0744	ROUTINE, FIRE STATION 2	0	0	500	500
0746	ROUTINE, FIRE STATION 3	0	0	500	500
0748	ROUTINE, CIVIL DEFENSE BLDG.	0	0	100	100
0751	ROUTINE, MEMORIAL LIBRARY	225	412	1,000	1,000
0342	ROUTINE, CITIZEN'S LIBRARY	0	0	400	400
0754	CONTRACT; TURF	0	0	0	1,500
0753	CONTRACT: CHAPTER 132	4,630	10,000	10,000	10,000
0752	CONTRACT: TREE	5,693	743	5,000	6,000
TOWN_PROGRAM 40: BLDG & Subtotal		39,465	34,782	45,725	57,000
0181	TRAVEL	0	0	0	0
TOWN_PROGRAM 68: LOCAL T Subtotal		0	0	0	0
LOCATION 22: MUNICIPAL PRO Subtotal		573,665	411,619	597,793	654,585

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 23: POLICE DEPARTMENT

REF#	DESCRIPTION	EXPENDED 1994	Y.T.D.		REQUESTED
			EXPENDED 1995	APPROPRIATION 1995	BUDGET 1996
0029	WAGES, COURT TIME	16,209	10,880	7,851	14,000
0028	WAGES, JUVENILE OFFICER	10,819	8,257	9,897	9,972
0027	WAGES, SAFETY OFFICER	0	0	0	0
0009	WAGES, REGULAR PATROLMAN	717,460	465,884	756,257	1,224,924
0015	WAGES, REGULAR CHIEF	61,504	42,260	62,493	0
0034	WAGES, CONFIDENTIAL	4,872	4,142	0	0
0033	WAGES, MATRONS	1,637	1,705	1,350	1,325
0030	WAGES, IN SERVICE TRAINING	0	0	7,851	10,000
0459	WAGES, REGULAR LIEUTENANT	96,284	66,225	97,833	0
0350	SALARIES, CLERICAL	27,812	19,135	28,267	28,267
0337	WAGES, REGULAR DISPATCHERS	87,299	58,926	90,443	0
0665	WAGES, DISPATCHER FUNERAL	138	570	385	0
0010	WAGES, FUNERAL	375	876	3,679	0
0011	WAGES, HOLIDAY	15,273	13,503	40,468	0
0339	WAGES, DISPATCHER HOLIDAY	3,363	1,978	4,620	0
0241	CLERICAL WAGES O T POLICE	0	0	0	0
0341	WAGES, DISPATCHER PERSONAL	988	745	1,155	0
0012	WAGES, PERSONAL	5,754	3,704	11,037	0
0013	WAGES, SICK	17,975	14,681	25,753	0
0340	WAGES, DISPATCHER SICK	3,661	4,341	2,695	0
0014	WAGES, VACATION	47,831	33,908	75,940	0
0032	WAGES, SPECIAL DUTY	6,900	4,400	6,600	6,600
0031	COVERAGE, SPECIAL.MISC.	40,320	38,679	36,992	56,576
1446	COVERAGE, SPECIAL MISC DISPATCH	4,738	514	2,888	2,960
1445	COVERAGE, FUNERAL DISPATCHER	0	192	578	592
0021	COVERAGE, FUNERAL	188	2,040	4,187	4,187
0022	COVERAGE, HOLIDAY	41,411	23,506	60,712	53,677
0776	COVERAGE, HOLIDAY-DISPATCHER	3,009	1,584	6,931	7,104
0794	COVERAGE, PERSONEL-DISPACTHER	230	655	1,733	1,776
0023	COVERAGE, PERSONAL	7,468	5,322	12,561	11,824
0024	WAGES, COVERAGE-SICK	29,587	26,393	29,309	29,466
0799	COVERAGE, SICK-DISPATCHER	1,318	1,362	4,043	4,144
0025	COVERAGE, VACATION	68,299	43,657	83,741	72,257
0842	COVERAGE, VACATION-DISPATCHER	2,666	2,282	8,664	8,140
0338	WAGES, DISPATCHER VACATION	3,289	2,175	5,774	0
1553	WAGES, COVERAGE INJURY	1,572	0	0	0
1552	WAGES, POLICE INJURY	10,960	21,339	0	0
0026	WAGES, FIREARM STIPEND	7,200	8,100	8,700	8,700
0035	WAGES, INCENTIVE	22,988	22,800	24,400	24,400
0047	CLOTHING, UNIFORMS	18,236	8,439	13,914	13,914
0937	INSURANCE BENEFITS	0	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		1,389,634	965,161	1,539,701	1,594,805
0055	TELETYPE	949	949	949	949
0832	TELEPHONE, POLICE	645	542	500	500
TOWN_PROGRAM 04: UTILITI Subtotal		1,595	1,491	1,449	1,449
0788	MAINTENANCE, CONTRACTS	4,173	4,499	4,000	4,000
0036	MAINTENANCE, BUSINESS	675	966	1,200	1,200

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 23: POLICE DEPARTMENT

REF#	DESCRIPTION	EXPENDED 1994	Y.T.D.		REQUESTED
			EXPENDED 1995	APPROPRIATION 1995	BUDGET 1996
0053	REPAIRS, RADIO	2,088	1,897	2,000	2,000
0056	EQUIPMENT, CRUISER REPLACEMENT	0	65,796	65,900	42,000
TOWN_PROGRAM 08: EQUIP. Subtotal		6,936	73,158	73,100	49,200
0045	SUPPLIES, EXPENDABLE	4,153	3,260	5,000	5,000
0042	SUPPLIES, EXPENDABLE	6,682	3,927	6,200	6,200
0040	SUPPLIES, PHOTO	1,675	1,352	2,300	2,300
0048	PERIODICALS, POLICE	950	474	800	800
0038	MEDICAL, SUPPLIES & EXPENSES	2,855	322	925	925
0037	MEDICAL. RECONDITIONING	0	0	0	0
0046	SUPPLIES, REUSABLE POLICE	1,791	1,073	2,100	2,100
TOWN_PROGRAM 28: SUPPLIE Subtotal		18,106	10,409	17,325	17,325
0044	FUEL/NO LEAD POLICE	0	0	0	0
TOWN_PROGRAM 32: GAS & D Subtotal		0	0	0	0
0043	TRAFFIC CONTROL	592	540	1,000	1,000
0041	RANGE & AMMO.	1,798	1,968	1,400	1,400
0049	FLAGS	0	213	285	285
0051	DUES, POLICE	652	565	550	550
0052	TRAINING, SEMINARS POLICE	6,174	5,906	6,850	6,850
1395	TRAINING, PROF CONF MTG POLICE	0	0	500	500
TOWN_PROGRAM 36: OTHER E Subtotal		9,215	9,191	10,585	10,585
0039	SUPPORT	1,000	0	1,000	1,000
TOWN_PROGRAM 58: EXTERNA Subtotal		1,000	0	1,000	1,000
0050	TRAVEL LOCAL	280	171	500	500
TOWN_PROGRAM 68: LOCAL T Subtotal		280	171	500	500
LOCATION 23: POLICE DEPART Subtotal		1,426,766	1,059,581	1,643,660	1,674,864

MARCH 13, 1995  
LOCATION 24: FIRE DEPARTMENT

REF#	DESCRIPTION	Y. T. O.		REQUESTED	
		EXPENDED 1994	EXPENDED 1995	APPROPRIATION 1995	BUDGET 1996
0063	WAGES, FIRE REGULAR	853,543	641,132	1,332,740	1,398,038
0057	WAGES, CHIEF & DEP. CHIEF	82,434	70,086	105,715	105,101
0076	WAGES, MAINTENANCE APPARATUS	189	0	2,081	2,000
0080	WAGES, FIRE PREVENTION	282	1,803	520	2,000
0075	WAGES, MAINTENANCE FIRE ALARM	4,270	3,020	3,121	3,121
0079	WAGES, TRAINING IN SERVICE	4,808	4,899	12,485	12,485
1471	WAGES, FIRE TRAINING	1,511	771	0	0
0448	WAGES, TRAINING EMS	12,140	10,750	15,606	15,606
0455	WAGES, CALLFORCE ANNUAL SALARY	0	0	0	0
0437	WAGES, DISPATCH REGULAR	0	0	0	0
0351	SALARIES, CLERICAL	23,048	16,122	23,158	24,451
0431	WAGES, EMT REGULAR	222,804	154,774	0	0
0433	SALARIES, EMT FUNERAL	477	139	0	0
0438	SALARIES, DISPATCHER FUNERAL	0	0	0	0
0064	WAGES, FIRE FUNERAL	1,235	1,679	0	0
0065	WAGES, FIRE HOLIDAY	8,778	1,810	0	0
0434	SALARIES, EMT HOLIDAYS	1,370	146	0	0
0242	CLERICAL WAGES O T FIRE	0	0	0	0
0077	WAGES, OVERTIME GENERAL	38,072	39,385	56,500	56,500
0066	WAGES, FIRE PERSONAL	15,044	4,781	0	0
0440	SALARIES, DISPATCHER PERSONAL	0	0	0	0
0435	SALARIES, EMT PERSONAL	2,515	961	0	0
0441	SALARIES, DISPATCHER SICK	0	0	0	0
0432	SALARIES, EMT SICK	5,351	6,860	0	0
0067	WAGES, FIRE SICK	50,937	27,518	0	0
0068	WAGES, FIRE VACATION	83,842	21,285	0	0
0436	SALARIES, EMT VACATIONS	12,313	1,724	0	0
0442	SALARIES, DISPATCHER VACATION	0	0	0	0
0451	WAGES, COVERAGE DISPT FUNERAL	0	0	0	0
0444	WAGES, COVERAGE EMS FUNERAL	0	219	1,040	1,040
0069	WAGES, COVERAGE FUNERAL	861	1,931	1,040	1,040
0070	WAGES, COVERAGE HOLIDAY	43,672	38,200	46,818	46,818
0452	WAGES, COVERAGE DISPT HOLIDAY	0	0	0	0
0445	WAGES, COVERAGE EMS HOLIDAYS	10,523	8,551	9,364	9,364
0439	SALARIES, DISPATCHER HOLIDAYS	0	0	0	0
0446	WAGES, COVERAGE EMS PERSONAL	1,732	2,101	1,040	1,040
0453	WAGES, COVERAGE DISPT PERSONAL	0	0	0	0
0071	WAGES, COVERAGE PERSONAL	8,031	10,693	2,081	2,081
0072	WAGES, COVERAGE SICK	31,029	37,832	26,010	26,010
0443	WAGES, COVERAGE EMS SICK	2,362	13,305	5,202	5,202
0450	WAGES, COVERAGE DISPT SICK	0	0	0	0
0447	WAGES, COVERAGE EMS VACATIONS	2,993	5,922	6,242	6,242
0454	WAGES, COVERAGE DISPT VACATION	0	0	0	0
0073	WAGES, COVERAGE VACATIONS	20,450	39,341	67,626	67,630
1021	WAGES, FIRE INJURY	11,525	2,967	0	0
1022	SALARIES, EMT INJURY	0	2,277	0	0
1023	WAGES, COVERAGE EMS INJURY	0	1,478	2,601	2,601
1024	WAGES, COVERAGE INJURY	3,057	2,572	4,682	4,682
0082	WAGES, LONGEVITY	23,970	24,250	26,000	24,750
0074	WAGES, INCENTIVE PAY	9,828	11,160	10,908	12,000
0108	CONFERENCES	0	0	0	2,500

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUEST

MARCH 13, 1995  
LOCATION 24: FIRE DEPARTMENT

REF#	DESCRIPTION	EXPENDED 1994	Y.T.D. EXPENDED 1995	APPROPRIATION 1995	REQUESTED BUDGET 1996
0096	MEALS	0	0	100	100
0109	CONFERENCE	0	0	0	0
0101	CLOTHING, UNIFORM	12,560	6,912	8,500	8,500
0100	CLOTHING, PROTECTIVE	6,052	647	1,500	1,500
0883	INSURANCE BENEFITS	0	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		1,613,608	1,220,003	1,772,680	1,842,402
0114	TELEPHONE	0	0	0	500
0833	TELEPHONE, FIRE	890	414	550	550
TOWN_PROGRAM 04: UTILITI Subtotal		890	414	550	1,050
0105	REPAIRS, FIRE HOSE	0	0	100	100
0113	REPAIRS, ALARM	3,616	4,522	10,000	5,000
0112	REPAIRS, RADIOS	3,159	2,365	4,000	4,000
0102	TOOLS, FIRE	3,360	1,274	4,000	4,000
0117	EQUIPMENT, DATA PROCESSING	5,555	156	4,500	4,500
0954	EQUIPMENT, COM.VEH./TRUCK	0	0	0	0
0119	EQUIPMENT, FIRE/RESCUE	2,162	1,445	3,500	9,200
0085	EQUIPMENT, AMBULANCE	126	0	500	500
0106	EQUIPMENT, NEW HOSE	7,496	6,587	2,000	8,500
0116	EQUIPMENT, OFFICE	30	1,313	2,000	2,000
0118	EQUIPMENT, RADIOS FIRE	182	168	4,000	4,000
1558	EQUIPMENT, LADDER TRUCK	55,353	2,295-	0	0
TOWN_PROGRAM 08: EQUIP. Subtotal		81,039	15,535	34,600	41,800
0104	BOOKS - FIRE	0	0	200	200
0092	SUPPLIES, HAZAROUS MATERIAL	0	0	500	500
0093	SUPPLIES, AMBULANCE	4,118	2,608	5,000	5,000
0095	SUPPLIES, UNDERWATER TEAMS	129	345	500	500
0097	SUPPLIES, EXPENDABLE OFFICE	3,560	2,688	4,000	3,600
0098	SUPPLIES, CUSTODIAL	1,652	868	3,000	1,700
0099	SUPPLIES, FIRE FIGHTING	13,980	1,580	4,000	4,000
0103	PERIODICALS, FIRE	1,197	1,052	500	1,000
0087	MEDICAL, OXYGEN	881	735	800	1,000
TOWN_PROGRAM 28: SUPPLIE Subtotal		25,517	9,876	18,500	17,500
0094	FUEL/GAS FIRE	0	0	0	0
TOWN_PROGRAM 32: GAS & D Subtotal		0	0	0	0
0111	ASSESSMENT, MUTUAL AID	1,000	1,140	1,000	1,000
0086	MEDICAL, FIRE	428	0	1,000	1,000
0088	AUDIO-VISUAL	54	0	50	50
0084	INSPECTIONS & LICENSES	0	0	500	500
0110	DUES, FIRE	997	637	1,000	1,200
0107	TRAINING, EXPENSES EMS AIDS	0	0	200	200
0091	TRAINING, EXPENSES FIRE	6,061	9,505	8,000	8,000

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUEST

MARCH 13, 1995  
LOCATION 24: FIRE DEPARTMENT

REF#	DESCRIPTION	EXPENDED	Y.T.D.	APPROPRIATION	REQUESTED
		1994	EXPENDED 1995	1995	BUDGET 1996
0089	TRAINING, EXPENSES FIRE	0	0	0	0
0090	TRAINING, EXPENSES FIRE PREV.	0	78	500	500
TOWN_PROGRAM 36: OTHER E Subtotal		8,540	11,360	12,250	12,450
LOCATION 24: FIRE DEPARTME Subtotal		1,729,593	1,257,189	1,838,580	1,915,202

TOWN OF ACTON EXPENSE LEDGER  
 DEPARTMENT'S 1996 BUDGET REQUEST

MARCH 13, 1995  
 LOCATION 29: DOG OFFICER

REF#	DESCRIPTION	EXPENDED 1994	Y.T.D. EXPENDED 1995	APPROPRIATION 1995	REQUESTED BUDGET 1996
0678	DOG OFFICERS, SALARY	4,125	3,375	4,486	5,150
	TOWN_PROGRAM 01: LABOR C Subtotal	4,125	3,375	4,486	5,150
0680	DOG OFFICER, RENTAL EQUIPMENT	0	0	225	200
	TOWN_PROGRAM 36: OTHER E Subtotal	0	0	225	200
0679	DOG OFFICER, LOCAL TRAVEL	100	75	300	300
	TOWN_PROGRAM 68: LOCAL T Subtotal	100	75	300	300
	LOCATION 29: DOG OFFICER Subtotal..	4,225	3,450	5,011	5,650

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 31: COA SENIOR CENTER

REF#	DESCRIPTION	EXPENDED	Y.T.D.	APPROPRIATION	REQUESTED
		1994	EXPENDED 1995	1995	BUDGET 1996
0078	WAGES, REGULAR	11,836	13,497	24,325	9,172
0083	INSURANCE BENEFITS	0	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		11,836	13,497	24,325	9,172
0676	EXPENSES, OTHER	0	0	0	0
1635	LEASE:COA CENTER	0	1	0	0
TOWN_PROGRAM 36: OTHER E Subtotal		0	1	0	0
LOCATION 31: COA SENIOR CE Subtotal		11,836	13,498	24,325	9,172

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 32: HEALTH DEPARTMENT

REF#	DESCRIPTION	EXPENDED 1994	Y.T.D.		REQUESTED BUDGET 1996
			EXPENDED 1995	APPROPRIATION 1995	
0413	SALARIES, ANIMAL INSPECTOR	0	0	0	0
0352	SALARIES, CLERICAL	11,824	8,046	11,612	8,435
0400	SALARIES, ADMIN. REGULAR	44,201	34,746	41,064	42,970
0406	SALARIES, INSPECIAL REGULARS	33,964	11,630	32,821	3,650
0407	SALARIES, INSPECIAL FUNERAL	0	0	0	0
0401	SALARIES, ADMIN FUNERAL	0	0	0	0
0402	SALARIES, ADMIN. HOLIDAYS	1,700	0	0	0
0408	SALARIES, INSPECIAL HOLIDAYS	0	0	0	0
0239	CLERICAL WAGES O T HEALTH	0	0	0	0
0403	SALARIES, ADMIN PERSONAL	567	0	0	0
0409	SALARIES, INSPECIAL PERSONAL	0	0	0	0
0404	SALARIES, ADMIN SICK	0	0	400	1,400
0410	SALARIES, INSPECIAL SICK	0	0	0	0
0405	SALARIES, ADMIN VACATION	2,833	0	0	0
0411	SALARIES, INSPECIAL VACATION	0	0	0	0
0399	SALARIES, BOARD MEMBERS	225	0	550	550
0427	EDUCATION REIMBURSEMENT	8	529	0	0
0424	CONFERENCES	130	220	100	100
0423	MEALS, & PROFESSIONAL MEETINGS	34	0	208	210
0887	INSURANCE BENEFITS	0	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		95,418	55,171	86,755	57,315
0428	OFFICE EQUIPMENT & MAINTENANCE	0	0	100	100
0420	EQUIPMENT, INSPT. HEALTH	0	0	100	100
TOWN_PROGRAM 08: EQUIP. Subtotal		0	0	200	200
0418	SUPPLIES, SANITARIAN	1,829	230	200	200
0419	PERIODICALS, HEALTH	201	0	100	100
0422	MEDICAL, SUPPLIES & EXPENSE	0	0	0	0
TOWN_PROGRAM 28: SUPPLIE Subtotal		2,030	230	300	300
0430	ANIMAL INSPECTOR EXPENSES	0	0	40	40
0416	LAB FEES INSPECTIONS	1,278	486	2,100	2,100
0421	SEALERS EXPENSES	402	0	0	0
0426	DUES, HEALTH	165	60	200	200
0414	PUBLIC REL., RABIES CLINIC	270	140	350	350
0464	PUBLIC REL., HAZ. WASTE DAY	8,024	0	11,500	23,000
TOWN_PROGRAM 36: OTHER E Subtotal		10,139	686	14,190	25,690
0417	PRINTING & OFFICE	2,135	594	2,100	2,100
TOWN_PROGRAM 46: PRINTIN Subtotal		2,135	594	2,100	2,100
0415	MISCELLANEOUS CONTRACTURAL	0	0	0	0

MARCH 13, 1995  
LOCATION 32: HEALTH DEPARTMENT

REF#	DESCRIPTION	EXPENDED 1994	Y.T.D. EXPENDED 1995	APPROPRIATION 1995	REQUESTED BUDGET 1996
	TOWN_PROGRAM 58: EXTERNA Subtotal	0	0	0	0
0429	LEGAL ADS	62	36	650	650
	TOWN_PROGRAM 64: ADVERTI Subtotal	62	36	650	650
0425	TRAVEL	32	0	50	50
	TOWN_PROGRAM 68: LOCAL T Subtotal	32	0	50	50
	LOCATION 32: HEALTH DEPART Subtotal	109,816	56,718	104,245	86,305

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUEST

MARCH 13, 1995  
LOCATION 33: HISTORICAL COMMISSION

REF#	DESCRIPTION	EXPENDED 1994	Y.T.D. EXPENDED 1995	APPROPRIATION 1995	REQUESTED BUDGET 1996
0677	HISTORICAL COMMISSION EXPENSES	0	29	545	600
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	TOWN_PROGRAM 36: OTHER E Subtotal	0	29	545	600
	LOCATION 33: HISTORICAL CO Subtotal	0	29	545	600

MARCH 13, 1995  
LOCATION 34: COUNCIL ON AGING

REF#	DESCRIPTION	EXPENDED	Y.T.D.	APPROPRIATION	REQUESTED
		1994	EXPENDED 1995	1995	BUDGET 1996
0266	SALARIES, PROFESSIONAL	34,260	24,733	36,140	38,018
0018	SALARIES, CLERICAL	12,294	8,469	12,794	12,823
0274	EXPENSES, CONFERENCE	0	0	0	0
0874	INSURANCE BENEFITS	0	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		46,554	33,202	48,934	50,841
0272	SUPPLIES, OFFICE	313	467	350	2,400
0271	SUPPLIES, DROP IN CENTER	0	0	100	250
TOWN_PROGRAM 28: SUPPLIE Subtotal		313	467	450	2,650
0276	DUES, COUNCIL ON AGING	93	93	100	100
TOWN_PROGRAM 36: OTHER E Subtotal		93	93	100	100
0282	RENTAL, CONGREGATION CHURCH	0	0	0	0
0281	RENTAL, WEST ACTON BAPTIST	0	0	0	0
TOWN_PROGRAM 40: BLDG & Subtotal		0	0	0	0
0270	SUPPLIES, NEWSLETTERS	0	0	50	50
0277	PRINTING, NEWSLETTERS	1,459	2,314	2,965	3,888
0278	POSTAGE, NEWSLETTER	1,221	1,671	1,900	2,325
0279	POSTAGE, ADMINISTRATION	265	243	350	350
TOWN_PROGRAM 46: PRINTIN Subtotal		2,945	4,227	5,265	6,613
0273	SUPPLIES, PERIODICALS	23	0	50	50
0280	TRANSPORTATION BUS TRIPS	0	0	0	0
0267	EXERCISE STAFF DROP-INS	1,420	1,380	1,500	2,700
0269	MINUTEMAN HOME CARE	0	0	0	0
0268	ARTS AND CRAFTS SERVICES	0	0	0	0
TOWN_PROGRAM 50: SOCIAL Subtotal		1,443	1,380	1,550	2,750
0275	EXPENSES, TRAVEL ADMIN.	0	0	0	0
TOWN_PROGRAM 68: LOCAL T Subtotal		0	0	0	0
LOCATION 34: COUNCIL ON AG Subtotal		51,348	39,369	56,299	62,954

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 36: BUILDING INSPECTOR

REF#	DESCRIPTION	EXPENDED 1994	Y.T.D.		REQUESTED BUDGET 1996
			EXPENDED 1995	APPROPRIATION 1995	
0353	SALARIES, CLERICAL	23,142	16,625	24,108	24,721
0545	SALARIES, CERT. PROFESSIONAL	67,600	54,539	103,078	108,613
1158	CLERICAL WAGES O.T. BUILDING	0	0	0	0
1102	EDUCATIONAL REIMBURSEMENT	180	132	0	250
0552	CONFERENCES	0	0	0	0
0854	INSURANCE BENEFITS	0	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		90,922	71,296	127,186	133,584
0551	BOOKS - BUILDING INSPECTOR	674	215	500	700
0549	SUPPLEIS, EXPENDABLE	355	520	2,000	1,200
0647	SUPPLIES, REUSABLE BUILD. INSP	0	0	0	0
TOWN_PROGRAM 28: SUPPLIE Subtotal		1,029	736	2,500	1,900
0768	SALARIES, CONTRACT CLER. SERV.	0	0	0	0
1196	BUILDING SAFETY COMPLIANCE	0	0	0	0
0554	DUES, BUILDING INSPECTOR	285	160	150	300
TOWN_PROGRAM 36: OTHER E Subtotal		285	160	150	300
1553	TRAVEL, LOCAL	401	57	50	400
TOWN_PROGRAM 68: LOCAL T Subtotal		401	57	50	400
LOCATION 36: BUILDING INSP Subtotal		92,637	72,249	129,886	136,184

MARCH 13, 1995  
LOCATION 37: HIGHWAY

REF#	DESCRIPTION	EXPENDED	Y.T.D.	APPROPRIATION	REQUESTED
		1994	1995	1995	BUDGET
0490	WAGES, GENERAL REGULAR	246,160	167,429	0	0
0491	WAGES, GARAGE REGULAR	78,228	51,753	0	0
0492	WAGES, TRANSFER REGULAR	0	0	0	0
0494	WAGES, REGULAR	0	0	407,223	421,480
0495	WAGES, SNOW STRAIGHT TIME	0	0	0	0
0496	WAGES, REGULAR ROAD MAINTENANC	0	0	0	0
0355	SALARIES, CLERICAL	27,812	19,135	28,371	28,371
0512	WAGES, GENERAL FUNERAL	405	379	0	0
0504	WAGES, GARAGE HOLIDAY	0	0	0	0
0503	WAGES, GENERAL HOLIDAY	15,651	12,104	0	0
0485	SALARIES, PROFESSIONAL HOLIDAY	0	0	0	0
0522	WAGES, OVERTIME TRANSFER	0	0	0	0
0521	WAGES, OVERTIME GARAGE	786	517	2,081	2,081
0520	WAGES, OVERTIME GENERAL	15,186	21,018	16,565	16,565
0497	WAGES, OVERTIME ROAD	0	0	0	0
0617	WAGES, OVERTIME SNOW	72,501	25,036	43,270	43,260
0243	CLERICAL WAGES O T HIGHWAY	0	0	0	0
0487	SALARIES, PROFESSIONAL PERSONA	0	0	0	0
0517	WAGES, GARAGE PERSONAL	0	0	0	0
0516	WAGES, GENERAL PERSONAL	3,064	1,289	0	0
0499	WAGES, GENERAL SICK	4,223	6,174	0	0
0508	WAGES, GENERAL VACATION	23,199	17,352	0	0
0489	SALARIES, PROFESSIONAL VACATIO	0	0	0	0
0524	WAGES, OUT OF RATE	451	305	1,040	1,000
0498	WAGES, INCENTIVE	5,700	0	7,500	7,500
1274	HWY:CONFERENCE & MEETINGS	316	0	0	300
0534	CLOYTHING, UNIFORMS	7,900	8,071	12,198	12,200
0890	INSURANCE BENEFITS	0	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		501,582	330,562	518,248	532,757
0541	REPAIRS, RADIO	4,436	4,029	4,000	4,000
0466	REPAIR/PARTS, HIGHWAY	45,723	21,077	44,300	44,500
0759	REPAIR/PARTS, OUTSIDE SHOPS	15,344	11,754	15,000	15,000
0756	REPAIR/PARTS, FIRE	6,817	6,073	12,000	12,000
0755	REPAIR/PARTS, POLICE	9,899	3,660	9,000	9,000
0627	REPAIR/PARTS, CIVIL DEFENSE	1,053	503	1,500	2,000
0537	REPAIR/PARTS, MUN. PROPERTIES	3,498	1,307	4,000	5,000
0540	REPAIR/PARTS, APPARATUS	0	0	250	500
0625	TIRES, MUNICIPAL PROPERTIES	0	624	600	600
0758	TIRES, FIRE	1,868	164	2,000	2,000
0757	TIRES, POLICE	2,505	1,433	2,500	2,500
0539	TIRES, CIVIL DEFENSE	0	58	250	250
0467	TIRES, HIGHWAY	4,618	2,269	5,000	5,000
0544	SERVICES, EQUIPMENT RENTAL	23,785	12,871	15,000	25,000
0604	EQUIPMENT, PURCHASE	0	9,974	0	10,000
TOWN_PROGRAM 08: EQUIP. Subtotal		119,545	75,797	115,400	137,350
0626	SUPPLIES, MISC. SNOW	2,766	1,168	3,100	4,000
0622	SUPPLIES, SALTS	53,459	28,041	30,000	25,000

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUEST

MARCH 13, 1995  
LOCATION 37: HIGHWAY

REF#	DESCRIPTION	EXPENDED	Y. T. D.	APPROPRIATION	REQUESTED
		1994	EXPENDED 1995	1995	BUDGET 1996
0623	SUPPLIES, SAND	39,442	14,697	30,000	25,000
0624	MEALS	0	0	500	500
0619	SERVICES PLOWING	121,664	19,345	30,000	40,000
0620	HIRED OPERATORS	17,127	4,257	15,000	18,000
0628	PROPERTY DAMAGE	80	0	500	500
0621	SNOW REMOVAL EQUIPMENT	49,336	14,379	19,000	20,000
TOWN_PROGRAM 20: SNOW RE Subtotal		283,875	81,886	128,100	133,000
1070	BRIDGE REPAIRS	11,000	11,000	11,000	15,000
0479	DRAINAGE, MASSACHUSETTS AVE	0	0	2,000	0
0529	DRAINAGE, LILAC COURT	0	0	0	0
0478	DRAINAGE REPAIR/IMPROVEMENT	32,264	14,996	7,400	10,400
0061	DRAINAGE, SCHOOL STREET	0	0	0	0
0470	HIGHWAY, PAVING	142,168	910	0	100,000
0469	HIGHWAY, CRACK SEALING	35,087	11,884	30,000	50,000
0471	HIGHWAY, STONE SEAL	8,820	15,931	30,000	30,000
0531	SIGN MATERIAL	11,421	12,589	11,500	12,000
0527	PAVEMENT MARKINGS/PAINTING	10,075	0	9,000	20,000
0526	GUARDRAIL REPAIR/IMPROVEMENT	3,400	1,365	6,000	6,000
0528	PAVEMENT REPAIR/BERM	6,043	27,120	34,100	35,000
0530	SIDEWALK REPAIR/IMPROVEMENT	22,430	4,440	12,000	12,000
0618	SIDEWALK, MASS.AVE/CENTRAL ST	5,000	0	10,000	10,000
0060	SIDEWALK, SCHOOL STREET	0	0	15,000	0
0336	SIDEWALK, MASS.AVE/WINDSOR AVE	0	0	0	0
TOWN_PROGRAM 24: INFRASTR Subtotal		287,706	100,235	178,000	300,400
0532	SUPPLIES, REUSABLE HIGHWAY	22,621	8,441	9,000	10,000
TOWN_PROGRAM 28: SUPPLIE Subtotal		22,621	8,441	9,000	10,000
0477	REPAIRS PUMPS AND TANKS	8,476	1,825	2,000	2,000
0476	FUEL/LUBRICANTS HIGHWAY	3,482	2,906	5,000	5,000
0475	FUEL/DIESEL HIGHWAY	26,284	2,631	25,000	25,000
0474	FUEL/REGULAR HIGHWAY	0	0	0	0
0473	FUEL/NO LEAD HIGHWAY	52,756	9,563	54,000	55,000
0472	FUEL/TAXES HIGHWAY	5,190	3,497	8,000	8,000
TOWN_PROGRAM 32: GAS & D Subtotal		96,189	20,422	94,000	95,000
0542	DUES, LIC. SCHOOL. HIGHWAY	453	279	900	900
TOWN_PROGRAM 36: OTHER E Subtotal		453	279	900	900
0538	TRAVEL, LOCAL	17	9	500	500
TOWN_PROGRAM 68: LOCAL T Subtotal		17	9	500	500
LOCATION 37: HIGHWAY Subtotal.....		1,311,987	617,630	1,044,148	1,209,907

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 40: LIBRARY, MEMORIAL

REF#	DESCRIPTION	EXPENDED 1994	Y.T.D. EXPENDED 1995	APPROPRIATION 1995	REQUESTED BUDGET 1996
0373	SALARY, REGULAR	160,717	147,161	341,282	361,072
0385	SALARY, PAGES	7,982	5,683	0	0
0379	SALARY, CLERICAL REGULAR	80,491	76,231	3,505	0
0380	SALARY, CLERICAL FUNERAL	267	0	0	0
0374	SALARY, FUNERAL	0	0	0	0
0381	SALARY, CLERICAL HOLIDAYS	3,789	0	0	0
0375	SALARY, HOLIDAY	8,703	0	0	0
0376	SALARY, PERSONAL	641	0	0	0
0382	SALARY, CLERICAL PERSONAL	185	0	0	0
0383	SALARY, CLERICAL SICK	569	0	0	0
0377	SALARY, SICK	2,896	0	0	0
0378	SALARY, VACATIONS	10,767	0	0	0
0384	SALARY, CLERICAL VACATION	2,611	0	0	0
0394	EXPENSES, EDUCATION REIMBURSE.	0	0	0	0
0391	EXPENSES, CONFERENCES	0	0	0	0
0891	INSURANCE BENEFITS	0	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		279,616	229,076	344,787	361,072
0789	SERVICES, OFFICE EQUIP. RENTAL	255	0	255	0
0793	EQUIPMENT, OFFICE MEM. LIB.	0	0	9,000	0
TOWN_PROGRAM 08: EQUIP. Subtotal		255	0	9,255	0
0386	SUPPLIES, RECONDITIONING	815	450	400	500
0387	SUPPLIES, OFFICE	1,410	1,856	1,075	1,410
0388	SUPPLIES, LIBRARY	1,891	2,708	2,250	2,590
0390	SUPPLIES, EXPENDABLE MAINT.	199	305	250	250
0389	MEDICAL, SUPPLIES & EXPENSE	0	0	0	0
TOWN_PROGRAM 28: SUPPLIE Subtotal		4,316	5,320	3,975	4,750
0393	DUES, MEM. LIB.	45	100	120	120
TOWN_PROGRAM 36: OTHER E Subtotal		45	100	120	120
0792	BOOKS, NON PRINT	6,922	4,868	16,000	2,500
0791	BOOKS, PRINT	30,469	54,849	42,000	67,161
0790	PERIODICALS, SUPPLIES	4,613	7,271	9,161	0
TOWN_PROGRAM 44: LIBRARY Subtotal		42,003	66,988	67,161	69,661
0398	NEWSPAPERS, PERSONNEL AD'S	0	0	0	0
0397	POSTAGE, OVERDUES	0	0	0	0
0396	POSTAGE	47	126	175	120
TOWN_PROGRAM 46: PRINTIN Subtotal		47	126	175	120
0843	E.O.P., MINUTEMAN	16,309	20,805	20,625	21,185

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 40: LIBRARY, MEMORIAL

REF#	DESCRIPTION	EXPENDED 1994	Y.T.D. EXPENDED 1995	APPROPRIATION 1995	REQUESTED BUDGET 1996
	TOWN_PROGRAM 54: MIS REP Subtotal	16,309	20,805	20,625	21,185
0392	EXPENSES, TRAVEL LOCAL	564	230	450	500
	TOWN_PROGRAM 68: LOCAL T Subtotal	564	230	450	500
0395	EXPENSES, PUBLIC RELATIONS	280	0	350	350
	TOWN_PROGRAM 72: PUBLIC Subtotal	280	0	350	350
	LOCATION 40: LIBRARY, MEMOR Subtotal	343,436	322,644	446,898	457,758

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 41: LIBRARY, WEST ACTON

REF#	DESCRIPTION	EXPENDED 1994	Y. T. D. EXPENDED 1995	APPROPRIATION 1995	REQUESTED BUDGET 1996
0357	SALARIES, PROFESSIONAL	17,607	12,285	18,131	20,803
0360	SALARIES, SUBSTITUTE FUHERAL	0	0	0	0
0361	SALARIES, SUBSTITUTE PERSONAL	0	0	0	0
0358	WAGES, SUBSTITUTE-SICK	0	0	0	0
0359	SALARIES, SUBSTITUTE FOR VAC.	0	0	0	0
1155	SALARIES, SUBSTITUTE COVERAGE	0	0	0	0
0916	INSURANCE BENEFITS	4,683	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		22,290	12,285	18,131	20,803
0371	TELEPHONE	0	0	0	0
TOWN_PROGRAM 04: UTILITI Subtotal		0	0	0	0
0365	SERVICES, MAINTENANCE	16	90	75	100
TOWN_PROGRAM 08: EQUIP. Subtotal		16	90	75	100
0363	SUPPLIES, EXPENDABLE	3	162	195	200
TOWN_PROGRAM 28: SUPPLIE Subtotal		3	162	195	200
0367	BOOKS, EXPENSES	1,944	3,096	3,131	3,575
0366	PERIODICALS, EXPENSES	256	329	300	300
TOWN_PROGRAM 44: LIBRARY Subtotal		2,200	3,425	3,431	3,875
0372	POSTAGE	19	13	20	30
TOWN_PROGRAM 46: PRINTIN Subtotal		19	13	20	30
0368	EXPENSES, LOCAL TRAVEL	0	0	10	10
TOWN_PROGRAM 68: LOCAL T Subtotal		0	0	10	10
LOCATION 41: LIBRARY, WEST Subtotal		24,528	15,976	21,862	25,018

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 48: NATURAL RESOURCE/CEMETRY

REF#	DESCRIPTION	EXPENDED	Y.T.D.	APPROPRIATION	REQUESTED
		1994	EXPENDED 1995	1995	BUDGET 1996
0308	SALARIES, REGULAR	85,022	56,971	103,123	108,839
0256	SALARIES, PROFESSIONAL	35,906	25,983	37,834	48,475
0307	SALARIES, PROFESSIONAL	3,372	0	2,111	0
0486	SALARIES, CLERICAL	15,777	11,574	21,408	17,953
0309	SALARIES, FUNERAL	0	94	0	0
0310	SALARIES, HOLIDAYS	3,850	3,317	0	0
0311	SALARIES, OVERTIME	5,655	3,598	5,915	5,961
0312	SALARIES, PERSONAL	615	271	0	0
0313	SALARIES, SICK	949	1,103	0	0
0314	SALARIES, VACATION	3,191	3,392	0	0
0262	CONS. EDUCATION REIMBURSEMENT	0	0	0	0
0259	CONS. CONFERENCES	0	0	0	0
0328	CEMETERY, CONFERENCES	0	0	0	0
0317	CEMETERY, MEALS	0	0	0	0
0322	CLOTHING, UNIFORMS	936	702	936	936
0321	CLOTHING, PROTECTIVE	587	477	704	899
0876	INSURANCE BENEFITS	0	0	0	0
0855	INSURANCE BENEFITS	0	0	0	0
TOWN_PROGRAM 01: LABOR C Subtotal		155,860	107,482	172,031	183,063
0334	ELECTRIC, CEMETERY	0	0	0	0
0332	FUEL OIL, CEMETERY	0	0	0	0
0333	WATER, CEMETERY	585	293	715	715
TOWN_PROGRAM 04: UTILITI Subtotal		585	293	715	715
0787	CEMETERY, PARTS	964	720	900	900
0323	TOOLS, CEMETERY	490	211	200	200
0335	EQUIPMENT, CEMETARY - NEW	0	0	0	0
TOWN_PROGRAM 08: EQUIP. Subtotal		1,454	932	1,100	1,100
1623	WHEELER LANE DAM REPAIRS	0	580	0	0
TOWN_PROGRAM 24: INFRASR Subtotal		0	580	0	0
0325	BOOKS - CEMETARY	0	0	25	25
0319	SUPPLIES, EXPENDABLE	432	392	450	450
0320	CEMETERY, SUPPLIES CHEMICAL	106	39	125	125
0258	SUPPLIES, EXPENDABLE	2,638	1,966	2,250	3,000
0324	PERIODICALS, CEMETARY	18	18	40	40
0316	MEDICAL, SUPPLIES & EXPENSE	0	0	25	25
0318	SUPPLIES, REUSABLE CEMETARY	771	394	559	559
TOWN_PROGRAM 28: SUPPLIE Subtotal		3,965	2,810	3,474	4,224
0326	FUEL/LUBRICANTS CEMETARY	21	0	175	175

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUESTMARCH 13, 1995  
LOCATION 48: NATURAL RESOURCE/CEMETRY

REF#	DESCRIPTION	EXPENDED	Y.T.D.	APPROPRIATION	REQUESTED
		1994	EXPENDED 1995	1995	BUDGET 1996
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	TOWN_PROGRAM 32: GAS & D Subtotal	21	0	175	175
0331	CEMETERY, FLAGS/FLAGHOLDERS	288	124	300	300
0261	DUES, CONSERVATION	70	24	300	300
0330	DUES, CEMETERY	372	265	450	500
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	TOWN_PROGRAM 36: OTHER E Subtotal	730	413	1,050	1,100
0315	BLDG & GROUNDS, CEMETARY	857	119	700	700
0327	CEMETERY, SAND, GRAVEL, STONE	112	70	335	335
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	TOWN_PROGRAM 40: BLDG & Subtotal	969	189	1,035	1,035
0263	PRINTING, CONS.	30	0	250	400
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	TOWN_PROGRAM 46: PRINTIN Subtotal	30	0	250	400
0257	CONS. CONSULTANT	0	0	0	0
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	TOWN_PROGRAM 58: EXTERNA Subtotal	0	0	0	0
0264	CONS, ADVERTISING	163	115	200	200
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	TOWN_PROGRAM 64: ADVERTI Subtotal	163	115	200	200
0260	CONS. TRAVEL LOCAL	0	0	0	0
0329	CEMETERY, TRAVEL LOCAL	0	8	0	0
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	TOWN_PROGRAM 68: LOCAL T Subtotal	0	8	0	0
	LOCATION 48: NATURAL RESOU Subtotal	163,778	112,820	180,030	192,012

TOWN OF ACTON EXPENSE LEDGER  
DEPARTMENT'S 1996 BUDGET REQUEST

MARCH 13, 1995  
GRAND TOTALS

	EXPENDED 1994	Y.T.D. EXPENDED 1995	APPROPRIATION 1995	REQUESTED BUDGET 1996
GRAND TOTALS	18,744,648	13,739,514	19,831,109	11,335,022