

**TOWN OF ROCHESTER ANNUAL TOWN MEETING WARRANT
COMMONWEALTH OF MASSACHUSETTS
JUNE 8, 2015**

ARTICLE 1: ANNUAL REPORT OF TOWN OFFICERS AND COMMITTEES

To see if the Town will accept the annual report of all town officers and committees, or take any other action in relation thereto.

BOARD OF SELECTMEN

ARTICLE 2: ELECTED OFFICIALS SALARIES

To see if the Town will vote to fix the salaries of the elected officials of the Town for the Fiscal Year 2016 as follows or take any other action thereon.

	Previous FY 2015	Requested FY 2016	Recommended FY 2016
Moderator – Annual Town Meeting	100.00	100.00	100.00
Special Town Meeting	50.00	50.00	50.00
Board of Selectmen (3) each member	4,413.00	4,457.00	4,457.00
Board of Assessors Chairman	7,000.00	6,060.00	6,060.00
Board of Assessors Assessor	7,000.00	6,060.00	6,060.00
Board of Assessors, Clerk	7,000.00	6,060.00	6,060.00
Tax Collector	25,500.00	25,755.00	25,755.00
Town Clerk	26,000.00	28,280.00	28,280.00
Tree Warden	1,530.00	1,545.00	1,545.00
Constables (2)	9.41/hr	9.50/hr	9.50/hr
Highway Surveyor	76,500.00	77,265.00	77,265.00
Board of Health Chairman	2,068.00	2,089.00	2,089.00
Board of Health (2) each member	1,727.00	1,744.00	1,744.00
Herring Inspector	437.00	441.00	441.00

**ARTICLE 3: PERSONNEL BY-LAW
AMENDMENT – CLASSIFICATION AND
COMPENSATION PLAN**

To see if the Town will vote to amend Part IV, Classification and Compensation Plan, or take any other action in relation thereto.

**BOARD OF SELECTMEN
(SEE CHART BELOW)**

**ARTICLE 4: ACCEPTANCE OF G.L. CHAPTER
60, SECTION 15B**

To determine whether the Town will vote to accept the provisions of MGL Chapter 60, Section 15B, allowing the creation of a revolving account in connection with the Tax Title process, pass any vote or take any action relative thereto.

TOWN TREASURER

**ARTICLE 5: TOWN OF ROCHESTER FY 2016
OPERATING BUDGET**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to defray Town charges and expenses for the Fiscal Year ending June 30, 2016, or take any other action in relation thereto.

**BOARD OF SELECTMEN
(SEE CHART NEXT PAGE)**

EFFECTIVE ON JULY 1, 2015 - with 1% COLA											
Position:	GRADE	MIN	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	MAX
Non-Exempt											
None	10	\$21.49	\$22.13	\$22.80	\$23.49	\$24.19	\$24.91	\$25.66	\$26.42	\$27.23	\$28.03
BOS Adm Asst./Assessment Adm.	9	\$19.51	\$20.10	\$20.71	\$21.33	\$21.98	\$22.62	\$23.30	\$24.01	\$24.72	\$25.46
Adm. Asst. - General / Outreach	8	\$17.74	\$18.27	\$18.83	\$19.39	\$19.97	\$20.56	\$21.18	\$21.82	\$22.47	\$23.15
Adm. Asst.-Police/Payroll/Assessors Clerk	7	\$16.14	\$16.62	\$17.13	\$17.64	\$18.17	\$18.72	\$19.27	\$19.86	\$20.45	\$21.06
Clerk/Secretary to Department Head	6	\$14.65	\$15.09	\$15.54	\$16.01	\$16.48	\$16.98	\$17.49	\$18.02	\$18.55	\$19.12
BOH Secretary	5	\$13.34	\$13.75	\$14.15	\$14.58	\$15.02	\$15.46	\$15.93	\$16.41	\$16.91	\$17.41
Program Assistant COA	4	\$12.13	\$12.48	\$12.86	\$13.25	\$13.64	\$14.05	\$14.47	\$14.91	\$15.35	\$15.82
Van Driver	3	\$11.03	\$11.36	\$11.70	\$12.05	\$12.41	\$12.79	\$13.17	\$13.56	\$13.98	\$14.38
COA Custodian	9	\$12.48	\$12.86	\$13.25	\$13.64	\$14.05	\$14.48	\$14.91	\$15.35	\$15.82	\$16.29
Recycle Operator	5	\$17.18	\$17.70	\$18.23	\$18.78	\$19.34	\$19.92	\$20.51	\$21.13	\$21.76	\$22.42
Heavy Motor Equip	5	\$17.28	\$17.81	\$18.33	\$18.89	\$19.45	\$20.03	\$20.62	\$21.24	\$21.90	\$22.54
Operator/Laborer	4	\$22.07	\$22.73	\$23.41	\$24.12	\$24.84	\$25.59	\$26.35	\$27.15	\$27.95	\$28.80
Lead Heavy Motor Equip Op	3	\$23.69	\$24.40	\$25.15	\$25.89	\$26.67	\$27.46	\$28.30	\$29.15	\$30.02	\$30.93

**FY 2016
CLASSIFICATION AND COMPENSATION PLAN**

ARTICLE 5
TOWN OF ROCHESTER FY 2016 OPERATING BUDGET

		FY 2014	FY 2015	FY 2016	FY 2016
		APPROPRIATED	APPROPRIATED	DEPARTMENT REQUEST	FIN COM RECOMMEND
GENERAL GOVERNMENT:					
113	Town Meeting	645	645	645	645
114	Town Moderator	345	300	300	300
122	Board of Selectmen	12,980	13,240	13,372	13,372
131	Finance Committee	800	800	800	800
132	Reserve Fund	40,000	40,000	40,000	40,000
135	Town Accountant	106,550	109,605	111,750	111,750
140	Information Systems	42,500	45,500	58,220	58,220
141	Board of Assessors	172,368	189,254	188,878	188,878
145	Treasurer	92,451	94,660	96,906	96,906
146	Tax Collector	37,475	38,475	38,680	38,680
151	Town Counsel	75,052	82,119	82,248	82,248
152	Personnel Board	200	200	200	200
161	Town Clerk	28,245	29,255	31,835	31,835
162	Elections	5,117	6,457	6,534	6,534
163	Board of Registrars	5,825	4,925	4,941	4,941
171	Conservation Commission	101,856	104,550	105,875	105,875
175	Planning Board	52,979	54,479	55,072	55,072
176	Zoning Board of Appeals	1,000	300	300	300
178	Town Planner Consulting	0	0	0	0
179	Soil Board	100	100	100	100
192	Town Hall	323,109	328,217	313,809	313,809
195	Town Hall Annex	43,500	43,500	43,500	43,500
PUBLIC SAFETY:					
210	Police	1,049,459	1,070,364	1,114,041	1,114,041
220	Fire	175,188	205,842	214,129	214,129
232	EMT	321,675	454,080	465,634	465,634
241	Building Inspector	83,803	88,587	90,118	90,118
242/243	Gas/Plumbing Inspector	13,000	15,400	15,400	15,400
245	Wiring Inspector	13,000	14,000	14,000	14,000
290	Gasoline Account	87,900	87,900	87,900	87,900
291	Emergency Management	1,465	1,465	1,465	1,465
292	Animal Control	10,850	10,850	10,850	10,850
294	Tree Warden	13,800	13,830	13,845	13,845
297	Constables	500	500	504	504
299	Communications/Dispatch	280,454	304,154	308,549	308,549
EDUCATION:					
300	Rochester Memorial School	5,526,343	5,672,343	5,798,410	5,798,410
	Bus Transportation (ORR 7-12)	254,629	254,629	291,402	291,402
	Old Rochester Regional Assessment	4,418,858	4,470,888	4,575,885	4,575,885
	Old Colony Reg.Voc. Tech. Assessment	732,498	800,975	836,942	836,942
	TOTAL EDUCATION	10,932,328	11,198,835	11,502,639	11,502,639
PUBLIC WORKS:					
421	Highway Surveyor	75,000	76,500	77,265	77,265
422	Highway Department	396,951	407,696	427,060	427,060
423	Snow/Ice Removal	68,000	68,000	68,000	68,000
433/434	Solid Waste	183,322	228,861	282,482	282,482
435	Recycling	39,662	19,978	0	0
450	Water Department	1,000	1,000	1,000	1,000
491	Cemeteries	8,650	8,650	8,650	8,650
HUMAN SERVICES:					
511	Board of Health	77,664	80,306	87,918	87,918
519	Inspector of Animals	1,000	1,000	1,000	1,000
541	Council On Aging	213,468	220,441	231,154	231,154
543	Veterans Services	48,936	49,102	85,660	85,660
CULTURE & RECREATION:					
610	Plumb Library	189,164	192,982	197,010	197,010
630	Park Department	15,370	15,370	15,370	15,370
631	Herring Inspector	753	762	766	766
691	Historical Commission	500	500	500	500
692	Town Events/Celebrations	1,000	1,000	1,500	1,500
694	Rochester Historic District	200	200	200	200
FIXED COSTS & OTHER REQUIREMENTS:					
710	Debt Service	1,351,824	1,342,927	1,333,842	1,333,842
830/840	Intergovernmental Assessments	1,592	1,592	1,635	1,635
900	Other Fixed Costs	1,619,651	1,660,731	1,739,707	1,739,707
	Total Operating Budget (Article 5)	18,420,226	19,029,986	19,593,758	19,593,758

ARTICLE 6: DEPARTMENTAL REVOLVING FUNDS AUTHORIZATION

To see if the Town will vote to authorize revolving funds for certain Town departments under Massachusetts General Laws Chapter 44 Section 53E ½ for the Fiscal Year 2016, or take any other action in relation thereto.

BOARD OF SELECTMEN

Revolving Fund	Authorized to Spend Fund	Revenue Source	Use of Fund	FINAL MAY 21, 2015 FY 2016 Spending Limit
Library Materials	Board of Library Trustees	Charges and fees for lost, damaged, and overdue library material, lost library cards, photocopies, computer printouts, and facsimile transmissions	Purchase library materials, print and non-print, including without limitation books, periodicals, audio & video tapes and computer software, as well as other library materials and equipment	\$10,000
Recycling Program	Board of Selectmen	Fees for recycling materials, bins, etc., and the fees generated from disposal and sale of recycling materials.	Costs associated with disposal of recycling and trash materials and equipment	\$20,000
Hazardous Waste Recovery	Fire Chief/Hazardous Waste Coordinator	Charges and fees for responses to hazardous material spills	Purchase materials used in response to hazardous material spills.	\$10,000
Rochester Country Fair Committee	Rochester Country Fair Committee	Entrance, advertising, vendor fees and fund raising activities.	Expenses incurred for fund raising activities, operating expenses of the annual fair, and scholarship awards	\$55,000
Cultural Council	Cultural Council Art Show	Vendor fees, application fees, and fund raising activities	Expenses incurred for operating the art show, and fund raising activities	\$6,000
Council on Aging	Council on Aging Director	Fees and receipts from fund raising, senior program activities, and rental fees for use of the building	Expenses incurred for senior programs and activities	\$10,000
Board of Health	Board of Health	Fees and reimbursements from Flu Clinics, receipts from vaccination reimbursements obtained from federal, state and private organizations, program users and insurance companies, for services provided at clinics sponsored by the Board of Health	Expenses incurred for Flu Clinics, medical services, vaccinations, informational clinics and related services.	\$25,000
Treasurer	Treasurer	Fees, charges from tax title accounts	Fees, charges from tax title accounts	\$2,500
TOTAL SPENDING				\$138,500

ARTICLE 7: NATURAL RESOURCE EXPENSES

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money to fund the following recurring Environmental and Natural Resources Expenses, or take any other action in relation thereto.

FUND 2015 NATURAL RESOURCE EXPENSES

DEPARTMENT	ITEM/PROJECT
Selectmen	Planting of Shellfish (Marion)

\$300

TOTAL ASSESSMENT \$300

BOARD OF SELECTMEN

ARTICLE 8: CHAPTER 90 FUNDS APPROPRIATION

To see if the Town will vote to appropriate \$305,717 from the proceeds due to the Town under the provisions of Massachusetts General Laws Chapter 90; for the purposes of repair, construction, maintenance and preservation of the Town roads and bridges and other related costs which qualify under the State Aid Highway Guidelines adopted by the Massachusetts Highway Authority, or take any other action in relation thereto.

BOARD OF SELECTMEN

ARTICLE 9: OPEN SPACE REPORT

To see if the Town will vote to transfer from Free Cash One Thousand

Five Hundred Dollars (\$1,500) to update the Open Space and Recreation Plan, or take any other action in relation thereto.

CONSERVATION COMMISSION

ARTICLE 10: AMENDMENT TO PERSONNEL BY-LAWS

The Amendment is highlighted.

Part VI

Rate Increases and Evaluations

Step Rate. Department Heads shall not receive pay increases until they have submitted their employees' evaluations. Employees will not receive step increases until they have received their evaluations.

Step Rate Increases: Every employee, who has satisfactorily completed their probationary period for which step rate increases are provided under the Compensation Plan may be considered for an increase to the first or next higher step rate, as the case may be, within his compensation grade **as follows:**

Advancement from...	Requires...
step 1 to step 2	52 weeks of service in step 1
step 2 to step 3	52 weeks of service in step 2
step 3 to step 4	52 weeks of service in step 3

step 4 to step 5	104 weeks of service in step 4
step 5 to step 6	104 weeks of service in step 5
step 6 to step 7	104 weeks of service in step 6
step 7 to step 8	156 weeks of service in step 7
step 8 to step 9	156 weeks of service in step 8
step 9 to step 10	156 weeks of service in step 9

The above step increase is applicable to all employees under the Personnel Compensation Plan.

Any such increase shall be effective on the first day of the fiscal year in which such increase is scheduled to take effect, until the maximum rate is reached. Such step rate increases shall be made only with approval of the Department Head and Personnel Board that the employee has performed satisfactorily for the previous twelve (12) months. Step increases shall not be recommended for poor performance as demonstrated through employee evaluations. Step increase may be more than one step for extraordinary performance. All employee evaluations shall be completed and submitted to the Personnel Board by January 31 of each year.

Town employees whose position has been recommended for a grade increase because of added responsibilities shall be given a step assignment determined as follows:

1. Determine the pay rate the employee would receive with a step increase at the old grade at the beginning of the next fiscal year.
2. Find the step in the new grade that matches the pay level that is equal to or just higher than the pay level determined by step one.
3. Assign the step in the new pay grade that is one step higher than the one determined in step two.

(Article 12: Amended June 7, 2004 Annual Town Meeting)

PERSONNEL BOARD

ARTICLE 11: GASB 45 AUDIT FUNDS

To see if the Town will vote to transfer from Free Cash the sum of Eight Thousand Dollars (\$8,000) for the purpose of funding the GASB 45 Audit for Other Post-Employment Benefits (OPEB), or take any action relative thereto.

TOWN TREASURER

ARTICLE 12: APPROPRIATION FOR OPEB LIABILITIES

To see if the Town will vote to transfer from Free Cash the sum of Fifteen Thousand Dollars (\$15,000.00) to fund the Town's future obligations for the cost of Other Post Employment Benefits (OPEB) identified by the Government Accounting Standards Board (GASB) Statement 45 Report, or take any action relative thereto.

TOWN TREASURER

ARTICLE 13: IRRIGATION PUMP

To see if the Town will vote to transfer from Free Cash the sum of Five Thousand Dollars (\$5,000.00) to replace the current irrigation pump at the Dexter Lane Fields, or take any other action in relation thereto.

PARK DEPARTMENT

ARTICLE 14: BYLAW CODIFICATION

To see if the Town will vote to transfer from Free Cash the sum of Nine Thousand Nine Hundred Dollars (\$9,900) engage with a consultant to codify all existing bylaws, or take any other action in relation thereto.

BOARD OF SELECTMEN

ARTICLE 15: CIVIL FINGERPRINTING

To see if the Town will vote to amend the Fingerprint Bylaw by inserting the following language after the list of individuals applying for licenses:

“Said required criminal history checks to include submission of fingerprints to the Commonwealth and thereafter to the Federal Bureau of Investigations for the national criminal history check. No information obtained in connection with any State and/or FBI criminal history check will be disseminated to any private entity or unauthorized individuals.”

, or take any other action in relation thereto.

(Article 11: Amended May 20, 2013 Annual Town Meeting)

CHIEF OF POLICE

ARTICLE 16: ANNUAL TOWN ELECTION HOURS

To see if the Town will vote to amend Section XI – N of the General Regulation By-laws from

3. The Poll hours for the Annual Town Election shall be from 8:00 a.m. to 8:00 p.m. to

3. The Poll hours for the Annual Town Election shall be from 12:00 p.m. to 8:00 p.m., or take any other action in relation thereto.

TOWN CLERK

ARTICLE 17: SEMI-ANNUAL PRELIMINARY PAYMENT SYSTEM

To see if the Town will vote to accept the provisions of Section 57C of Chapter 59 of the Massachusetts General Laws and establish a semi-annual preliminary tax payment system, said system to be implemented beginning Fiscal Year 2017, or take any other action in relation thereto.

BOARD OF SELECTMEN

ARTICLE 18: DISSOLUTION OF INDUSTRIAL DEVELOPMENT FINANCING AUTHORITY

To determine whether the Town will vote, pursuant to the terms of G.L. c. 40D, §2 to dissolve the Industrial Development Financing Authority of the Town, pass any vote or take any action relative thereto.

BOARD OF SELECTMEN

ARTICLE 19: FLOOD PLAIN DISTRICT AMENDMENT

Copy of full article available on town web site www.townofrochesterma.com and at the Selectmen's office.

PLANNING BOARD

ARTICLE 20: ZONING BY-LAW SECTION III DEFINITIONS AND SECTION VI LIMITED COMMERCIAL DISTRICT AMENDMENT

Copy of full article available on town web site www.townofrochesterma.com and at the Selectmen's office.

PLANNING BOARD

ARTICLE 21: ZONING BY-LAW SECTION III DEFINITIONS AND SECTION VI LIMITED COMMERCIAL DISTRICT AMENDMENT

Copy of full article available on town web site www.townofrochestermass.com and at the Selectmen's office.

PLANNING BOARD

ARTICLE 22: ASSESSORS EMPLOYMENT G.L. c. 268A, Section 21A

To determine whether the Town will vote to allow, pursuant to the

terms of G.L. C. 268A, §21A, to allow an elected member of the Board of Assessors to serve in an appointed position under the supervision of the Board of Assessors, pass any vote or take any action relative thereto.

BY PETITION

ARTICLE 23: STABILIZATION FUND

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be added to the Stabilization Fund, or take any other action in relation thereto.

FINANCE COMMITTEE

**TOWN OF ROCHESTER SPECIAL TOWN MEETING WARRANT
COMMONWEALTH OF MASSACHUSETTS
JUNE 8, 2015**

ARTICLE 1: STABILIZATION TRANSFER SNOW AND ICE DEFICIT

To determine whether the Town will vote to transfer the sum of \$ from the Town Stabilization Fund and the sum of _____ from Free Cash to pay for the deficit incurred by the Town in connection with snow and ice removal during this fiscal year, with the understanding that any funds received by the Town from any state or federal entity as reimbursement for such expenses will be returned to the Stabilization Fund, or take any action relative thereto.

The Town budgeted \$68,000.00 for snow and ice removal in FY 2015. M.G.L. Chapter 44, Section 31D allows the Town to incur liability and make expenditures in excess of available appropriations for snow and ice removal, upon the approval by the Town Manager and the Finance Committee. The excess liability can be either raised on the Recapitulation Sheet when the tax rate is set, or paid for via operating

budget of Stabilization Fund transfer. The Town does not have levy capacity available to allow it to be raised, nor the available funds in the general budget to allow for transfer. A transfer from Stabilization fund transfer is currently the only mechanism to cover this deficit.

VOTE NEEDED: A transfer from Stabilization requires a 2/3rds vote per M.G.L. c.44 § 33B.

ARTICLE 2: SUPPLEMENT ORR TRANSPORTATION BUDGET

To determine whether the Town will vote to transfer from Free Cash the sum of Twenty-Two Thousand Nine Hundred and Forty-Six (\$22,946) to Article 5, Line 5-80 ORRT Budget voted at Annual Town Meeting May 19, 2014, or take any action relative thereto.