

SELECTMEN'S MEETING
Wednesday, April 29, 2015
Selectmen Meeting Room
7:00 PM

AGENDA

EXECUTIVE SESSION

1. Executive Session-Exemption 2: Negotiations with Nonunion Personnel-Town Manager 7:05 PM

PUBLIC COMMENTS

Public comments are allowed for up to 10 minutes at the beginning of each meeting. Each speaker is limited to 3 minutes for comment. Members of the Board will neither comment nor respond, other than to ask questions of clarification. Speakers are encouraged to notify the Selectmen's Office at 781-698-4580 if they wish to speak during public comment to assist the Chairman in managing meeting times.

SELECTMAN CONCERNS AND LIAISON REPORTS

TOWN MANAGER REPORT

ITEMS FOR INDIVIDUAL CONSIDERATION

1. Approve Sewer Bond (5 min.) 7:15 PM
 2. Review of 2014 and Preview of 2015 Farmers' Market (10 min.) 7:20 PM
 3. Review 3rd Quarter Budget Report (10 min.) 7:30 PM
 4. Discussion of School District Building Projects Plan (30 min.) 7:40 PM
 5. Review Draft - Roles and Responsibilities of Permanent Building Committee (10 min.) 8:10 PM
 6. Payment in Lieu of Parking (PILOP) Framework (15 min.) 8:20 PM
 7. Ad hoc Grain Mill Alley Steering Committee Charge (15 min.) 8:35 PM
 8. Review Center Streetscape Plan for May/June Public Meeting (5 min.) 8:50 PM
 9. Noise Advisory Committee Recruitment and Interim Process (5 min.) 8:55 PM
 10. Selectmen Committee Appointments/Resignation (5 min.) 9:00 PM
1. Historic Districts Commission

- 2. Human Services Committee
 - 3. Registrar of Voters
 - 4. Permanent Building Committee-Visitor Center Project
11. Use of the Battle Green and Musket Fire - Chamber of Commerce Revolutionary Walk (5 min.) 9:05 PM
12. Consider Health Insurance Opt-Out for Town Manager 9:10 PM

CONSENT AGENDA

- 1. Sign National Public Works Week Proclamation 9:35 PM
- 2. Sign National Police Week/Peace Officers' Memorial Day Proclamation 9:35 PM
- 3. Approve Minutes 9:35 PM
- 4. Approve One-Day Liquor License - Stacey Elizabeth Avallone Memorial Foundation 9:35 PM

EXECUTIVE SESSION

ADJOURN

*Hearing Assistance Devices Available on Request
All agenda time and the order of items are approximate and subject to change.*



AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE:

4/29/2015

PRESENTER:

Carl Valente

ITEM NUMBER:

E.1

AGENDA ITEM TITLE:

Executive Session-Exemption 2: Negotiations with Nonunion Personnel-Town Manager

SUMMARY:

See attached memo and back up information.

RECOMMENDATION / SUGGESTED MOTION:

FOLLOW-UP:

APPROXIMATE TIME ON AGENDA:

7:05 PM

ATTACHMENTS:

	Description	Type
☐	Cover Memo from Town Manager	Cover Memo
☐	Option 1 and 2 Comparison	Backup Material
☐	Town Manager's November 2014 Disclosure	Backup Material

Kimberly Kessler Bragg
Senior Paralegal
Direct Telephone: 617-239-0572
Direct Fax: 800-432-5298
kimberly.bragg@lockelord.com

April 16, 2015

VIA OVERNIGHT COURIER

Mr. Robert Addelson, Finance Director
Town of Lexington
1625 Massachusetts Avenue
Lexington, Massachusetts 02420

Dear Rob: (Lexington Sewer Bond – MWRA)

Enclosed is the \$326,250 Sewer Bond, which is to be issued to the Massachusetts Water Resources Authority (“MWRA”) on May 18, 2015, with a distribution of funds to take place on May 21, 2015. I have also enclosed four copies of the related closing certificate and the selectmen’s vote. The Town should have received the loan agreement and financial assistance agreement directly from the MWRA.

The enclosed form of selectmen’s vote will need to be passed by the selectmen at their meeting on April 29, 2015, and the bond, closing certificate and selectmen’s vote will need to be executed by the appropriate Town officials and sealed with the Town seal where indicated. In order to close the bond with the MWRA on May 18, 2015, we will need to receive the executed bond, closing certificates and votes by no later than May 15.

Please call me if you should have any questions.

Very truly yours,



Kimberly Kessler Bragg

KKB/jtf

Enclosures

cc: Cynthia McNerney (without enclosures)

I, the Clerk of the Board of Selectmen of the Town of Lexington, Massachusetts, certify that at a meeting of the board held April 29, 2015, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: that the sale of the \$326,250 Sewer Bond of the Town dated May 18, 2015, to the Massachusetts Water Resources Authority (the “Authority”) is hereby approved and the Treasurer is authorized to execute on behalf of the Town a Loan Agreement and a Financial Assistance Agreement with the Authority with respect to the bond. The bond shall be payable without interest on May 15 of the years and in the principal amounts as follows:

<u>Year</u>	<u>Installment</u>	<u>Year</u>	<u>Installment</u>
2016	\$32,625	2021	\$32,625
2017	32,625	2022	32,625
2018	32,625	2023	32,625
2019	32,625	2024	32,625
2020	32,625	2025	32,625

Further Voted: that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing vote.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the bond were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended.

Dated: April 29, 2015

Clerk of the Board of Selectmen

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE:

4/29/2015

PRESENTER:

Joe Pato

ITEM NUMBER:

I.2

AGENDA ITEM TITLE:

Review of 2014 and Preview of 2015 Farmers' Market (10 min.)

SUMMARY:

Rosie Wall will be at your meeting to provide a summary of the 2014 Market and what is coming for 2015.

See attached Farmers' Market 2014 Summary.

RECOMMENDATION / SUGGESTED MOTION:

FOLLOW-UP:

APPROXIMATE TIME ON AGENDA:

7:20 PM

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Farmers Market Update	Backup Material



Lexington Farmers' Market 2014 Summary

2014 was the tenth season of the Lexington Farmers' Market, beginning at the end of May through the end of October at the corner of Massachusetts Avenue, Woburn Street and Fletcher Avenue. For the fifth year, a Thanksgiving FEASTival market was held on the Tuesday before the holiday at Seasons Four in Lexington.

New this year at the market:

- We welcomed Rosie Wall as a new Market Manager, taking over for Lori Deliso
- LFM welcomed CycleLoft and Sunlight Solar as new sponsors
- We created a "close the gap" program, and on the last Tuesday of the month anyone who shows a SNAP benefit card will receive an extra \$10 in market gift certificates to shop for local food

Farmers and Vendors:

The LFM had thirty-eight farmers and vendors (two more than last year!) throughout the season and LFM encourages local residents to participate in the market as farmers/vendors.

Artisans Tent

In 2014, the Artisans Tent hosted forty-four artists including jewelry makers, weavers, furniture builders, potters, paper designers, and more. Some artisans came once, and others regularly throughout the season.

Nonprofits

The LFM hosted fifteen nonprofits at the market in the 2014 season. This year, we welcomed Cary Memorial Library Seed Project, Lexington Community Farm, Sustainable Lexington, Mothers Our Front, Chop Chop Magazine, Cambridge Family and Children's Services, Noshoba Learning Group, Heifer International, Communities Without Borders, Neighborhood Brigade, Billerica Cat Care Coalition, Shen Yun Symphony Orchestra, New England Organ Bank, Moms Demand Action for Gun Sense in America, and The Hope and Friendship Metastatic Breast Cancer Foundation,

Entertainers:

Twenty-seven individuals or groups performed free in 2013, bringing a range of great entertainment to the LFM. Lexington residents and businesses included Lexington Fife & Drum, Valery Marcantonio & her Tap Dancers, Bob Leger, Alex Lehar, Jeweltones from Temple Isaiah, Paul Kisinitz, Banj'r (Don Borchelt & Ed Britt), Fiddlin Quinn & Big Folks Band (Chris & Quinn Eastburn), Paul Hatem, Family Folk Chorale, Music Together Demonstrations, Ezra Morrison and Friends Band, New Watch City, Sagit Zilberman and Sean Osborne, Delta Billy, Aidan and Connor Wertz, Ar-Lex 5 & Dime, David G Moore, Young Musicians Alliance, Lexington authors Jane Sutton, Jennifer Goldfinger, Ammi-Joan Paquette, Emilie Boon, and Todd Nichols as representatives of the Elephant's Trunk Bookshop, and Trombone sensation Liberty Bones! We thank all of the entertainers for contributing to the vibrant atmosphere at the LFM.

Special Events:

The LFM hosted festivals and events throughout the season, including Strawberry Fest, Fall Fest (both brand new!), Tomato Fest, Bike to the Market (monthly), Kid's Day where local kids sold homemade, and homegrown products to sell at the market, and Crafts for Charity with proceeds from going to the LFM's SNAP program (see below). LFM volunteers also lead our fourth local garden tour with proceeds going to fund LFM's double incentive program for SNAP. In addition, fundraisers were held to support SNAP, including Mondays in March at Via Lago.

Educational Offerings

The educational opportunities at the 2014 market drew many participants. Educational events included *Backyard Birds*, *Birds of Prey from Mass Audubon's Drumlin Farm*, *Cary Library's Seed Library*, as well as the LFM's Kids Cooking Green Program.

Kids Cooking Green

Kids Cooking Green is the educational program of LFM. KCG teaches elementary-age children in Lexington and other area communities about nutrition, hands-on cooking and environmental awareness. KCG also led several educational events free of charge at the 2014 market geared toward children and families. There will be even more of these workshops at the market this year thanks to several grants and gifts that KCG has been awarded.

SNAP: Supplementary Nutritional Assistance Program

- For the fifth year, the LFM offered a double-incentive program enabling SNAP shoppers to double the amount of their purchase at the market, supported by donors and fundraising efforts throughout the season.
- The amount of SNAP dollars issued was \$3,958.
- LFM matched \$1,964 of the above amount.
- Demand continues to grow for SNAP at the market, and the LFM continues to seek new ways to fundraise to ensure that the available matching funds meet demand.

Customers:

In 2014, the average daily attendance was approximately 690 customers.

Media Outreach:

- The weekly newsletter was sent to 1,255 people, up from 1,088 last year. The newsletter includes a schedule of farmers, vendors, artisans and entertainers who are attending the market, as well as any special events.
- Facebook has 800 "likes", up from 642 in 2013. Facebook posts include the weekly market schedule, recipes, and articles of interest as well as photographs from the market.
- Articles were printed periodically in the Lexington Minuteman, Colonial Times and on Lexington Patch.

Community Partnerships:

The LFM is deeply appreciative of the local businesses and organizations that helped the market in a number of ways in 2014. These businesses include Seasons Four, Via Lago, Pocket Full of Posies, Friends of Cary Memorial Library, the Town of Lexington Family and Human Services Departments, Friends of Lexington Bikeways and the Town of Lexington Board of Health and the Town of Lexington Dept. of Public Works.

Corporate Sponsors:

LFM had nine corporate sponsors in 2014, many of them longtime supporters of the market. Sponsors were Joyce Murphy of William Raveis Realty, Eastern Bank, aloft/Element hotels, Encharter Insurance, Boston Private Bank and Trust Company, Lexington Pediatrics, Seasons Four, CareWell Urgent Care and CycleLoft, and Sunlight Solar.

Volunteers:

Thirty-five volunteers helped run the 2014 market, including setting up and tearing down the market, media outreach, financial work, vetting of farmers and vendors, working with the BOH, writing a weekly newsletter, running the website, and running LFM special events. The volunteers come from throughout the community, and include an active group of students from Lexington High School.

Thanksgiving FEASTival:

This was LFM's fifth annual holiday market, once again generously hosted by Seasons Four. Some highlights include:

- The FEASTival was held from 12-4 pm and was well attended.
- Sixteen farmers and vendors participated, all returning farmers and vendors from the regular LFM season.
- Farmers and vendors enthusiastically support holding another Thanksgiving FEASTival in 2015.

Looking Forward:

- 2015 will be our 11th year!
- The LFM is opening on Tuesday, May 26 and will be open until October 27. We anticipate holding the Sixth Annual Thanksgiving FEASTival in November
- Via Lago is once again held Mondays In March, with 20% of revenues every Monday evening going to the support SNAP at the LFM.
- As always, we are looking forward to including some new and exciting vendors like Pure 7 Chocolate, Seta's Café, Alex's Ugly Sauce, Jubali Juice, and Flats Mentor Farm, and will be holding more seasonal activities for both kids and adults.
- This season we are looking forward to working with Pinot's Palette and The Art Bus to include more town businesses and to provide more art opportunities at the market.

Appreciation

The Town of Lexington has continued to give the LFM overwhelming support, for which we are extremely grateful. We thank Gerry Cody and the Board of Health, the Fire Department for providing the fan, the Police Department for working to help with both weather safety and creative parking solutions. We thank Linda Vine, Carl Valente, the Board of Selectman and Dept. of Public Works for their help throughout the season. Finally, we thank our loyal and wonderful customers who show up rain or shine to support the farmers and fill their kitchens with healthy local food.

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE: **PRESENTER:**

4/29/2015 Rob Addelson, Assistant Town Manager for Finance; Patricia Moore,
Budget Officer

**ITEM
NUMBER:**

I.3

AGENDA ITEM TITLE:

Review 3rd Quarter Budget Report (10 min.)

SUMMARY:

See attached memorandum and back up information.

RECOMMENDATION / SUGGESTED MOTION:

NA

FOLLOW-UP:

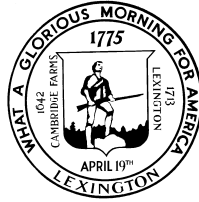
NA

APPROXIMATE TIME ON AGENDA:

7:30 PM

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Third Quarter Budget Report	Backup Material



MEMORANDUM

TO: Board of Selectmen

FROM: Robert Addelson, Assistant Town Manager for Finance
Patricia Moore, Budget Officer

DATE: April 27, 2015

SUBJECT: FY2015, 3rd Quarter Exceptions Report

Summary

This report includes a presentation of 3rd quarter results as of March 31, 2015 of FY2015 General and Enterprise Fund expenditures by department, as well as FY2015 General and Enterprise Fund revenue collections. The General Fund accounts for the Town’s annual operating budget with the exception of water, sewer and recreation which are accounted for as enterprise funds.

For the purpose of analysis, it is assumed that at the close of the 3rd quarter, departments will have spent approximately 75% of their appropriation and that approximately 75% of estimated revenues will have been collected. Line item expenditures that exceed 75% are reviewed by staff to determine if there is a risk that the department will exceed its appropriation by the end of the fiscal year.

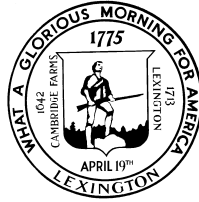
In general, both expenditures and revenues are in line with expectations as of the end of the 3rd quarter. A detailed breakdown of expenditures can be found on pages 6-15, with revenue collections on pages 16-19. The summary table below indicates the total activity for these items:

FY2015 3rd Quarter Exceptions Report
Summary of Operating Expenditures and Revenues

<i>Expenditures</i>	(A)	(B)	(C)	(D)	((B+C)/A)	(B/A)
	Revised Budget ¹	Expenditures	Encumbered	Available	% Used (Exp. & Enc.)	% Used (Exp. Only)
General Fund	\$ 167,028,566	\$ 110,115,708	\$ 6,791,326	\$ 50,121,533	70%	66%
Enterprise Funds	\$ 19,375,127	\$ 13,625,715	\$ 342,650	\$ 5,406,763	72%	70%
Grand Total	\$ 186,403,693	\$ 123,741,422	\$ 7,133,975	\$ 55,528,295	70%	66%

<i>Revenue</i>	Estimates	Collections	(A-B)	..	(B/A)	..
			Uncollected		% Collected	
General Fund	\$ 179,639,304	\$ 136,797,837	\$ 42,841,467	--	76%	--
Enterprise Funds	\$ 20,870,215	\$ 14,649,720	\$ 6,220,495	--	70%	--

¹Budget adopted at 2014 Annual Town Meeting adjusted for Reserve Fund Transfers approved through Q3 FY2015. Reserve Fund transfers shown on page 7 include \$150,000 to Fund 400 (capital) for supplemental funding for LHS modular classrooms.



MEMORANDUM

General Fund Expenditures

As of March 31st, 65.93% of the FY2015 General Fund budget of \$167,028,566 has been expended and 70% has been expended or encumbered leaving \$50,121,533 of the budget available for spending in the 4th quarter. Expenditures represent actual payments made for goods and services and encumbrances are reservations of budgets for goods or services yet to be delivered and/or invoiced.

As of March 31st, analysis of those line items exceeding 75% of budget revealed no risk of those departments exceeding its appropriation at the end of the fiscal year with the exception of the DPW Snow and Ice budget.

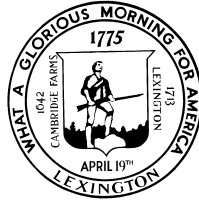
As of April 27th, the snow and ice deficit is projected to be approximately \$1,117,000. The DPW Director has identified approximately \$461,000 in potential transfers from divisional budgets in the DPW to the snow and ice budget leaving a projected year-end deficit of approximately \$656,000. It is recommended that this deficit be addressed in FY2016 by applying the \$300,000 of FY16 revenue we have set-aside to address the FY15 snow and ice deficit, and any funds that we expect to receive from FEMA. If FEMA reimbursement is not sufficient to retire the deficit, the Town could avail itself of recently issued permission from the Department of Revenue that will allow municipalities to amortize snow and ice deficits over multiple years.

A breakdown of the **General Fund Operating Budget** is shown below:

**FY2015 3rd Quarter Exceptions Report - General Fund Operating Budget
Expenditures and Encumbrances**

	(A)	(B)	(C)	(D)	((B+C)/A)	(B/A)
	Revised Budget ¹	Expenditures	Encumbered	Available	% Used (Exp. & Enc.)	% Used (Exp. Only)
Education	\$ 87,868,313	\$ 54,190,066	\$ 4,738,884	\$ 28,939,364	67.07%	61.67%
Shared Expenses	\$ 47,087,323	\$ 33,454,991	\$ 594,922	\$ 13,037,410	72.31%	71.05%
Municipal	\$ 32,072,930	\$ 22,470,651	\$ 1,457,520	\$ 8,144,759	74.61%	70.06%
Total	\$ 167,028,566	\$ 110,115,708	\$ 6,791,326	\$ 50,121,533	69.99%	65.93%

¹Budget adopted at 2014 Annual Town Meeting adjusted for Reserve Fund Transfers approved through Q3 FY2015. Reserve Fund transfers shown on page 7 include \$150,000 to Fund 400 (capital) for supplemental funding for LHS modular classrooms.



MEMORANDUM

Enterprise Fund Expenditures

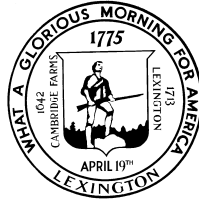
As of March 31st, 70.33% of the FY2015 Enterprise Fund budgets of \$19,375,127 have been expended and 72.09% have been expended or encumbered, leaving \$5,406,763 of the budget available for spending in the 4th quarter.

A breakdown of the **Enterprise Fund Operating Budgets** is shown below:

**FY2015 3rd Quarter Exceptions Report - Enterprise Fund Operating Budgets
Expenditures and Encumbrances**

	(A)	(B)	(C)	(D)	((B+C)/A) % Used (Exp. & Enc.)	(B/A) % Used (Exp. Only)
	Revised Budget*	Expenditures	Encumbered	Available		
Water *	\$ 8,481,605	\$ 6,045,004	\$ 58,423	\$ 2,378,178	71.96%	71.27%
Sewer*	\$ 9,052,588	\$ 6,398,230	\$ 81,263	\$ 2,573,095	71.58%	70.68%
Recreation*	\$ 1,840,934	\$ 1,182,481	\$ 202,963	\$ 455,490	75.26%	64.23%
Total	\$ 19,375,127	\$ 13,625,715	\$ 342,650	\$ 5,406,763	72.09%	70.33%

*Exclusive of indirect costs



MEMORANDUM

General Fund Revenue Collections

Revenue collections were largely in line with estimates. As of the end of the third quarter (3/31/2015), 76.15% or \$136,797,837 of total estimated revenue for FY2015 (\$179,639,304) had been collected.

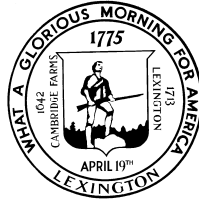
A breakdown of **General Fund Revenue** is shown below:

Revenue Collections

	(A) FY2015 Revenue Estimates ¹	(B) Collections	(B/A) Percent Collected
Property Tax	\$ 154,682,386	\$ 116,047,408	75.02%
Local Receipts	\$ 9,853,431	\$ 9,357,150	94.96%
<i>Motor Vehicle Excise</i>	\$ 3,751,289	\$ 3,189,648	85.03%
<i>Penalties and Interest</i>	\$ 312,912	\$ 394,639	126.12%
<i>Payment in Lieu of Taxes (PILOTS)</i>	\$ 499,562	\$ 431,389	86.35%
<i>Other Taxes (meals, jet fuel, hotel/motel)</i>	\$ 1,262,628	\$ 1,040,089	82.37%
<i>Charges for Services</i>	\$ 1,634,849	\$ 1,271,265	77.76%
<i>Rentals of Town Buildings</i>	\$ 44,540	\$ 34,662	77.82%
<i>License & Permits</i>	\$ 1,408,081	\$ 1,320,851	93.81%
<i>School Revenue</i>	\$ 374,132	\$ 290,386	77.62%
<i>Court Fines</i>	\$ 7,320	\$ 15,745	215.10%
<i>Fines and Forfeitures</i>	\$ 300,104	\$ 211,140	70.36%
<i>Investment Income</i>	\$ 258,014	\$ 169,067	65.53%
<i>Premiums on Permanent Borrowing</i>	\$ -	\$ 297,285	---
<i>Misc. Non-recurring Revenue²</i>	\$ -	\$ 690,985	---
State Aid	\$ 11,119,486	\$ 7,409,278	66.63%
Interfund Operating Transfers	\$ 3,984,001	\$ 3,984,001	100.00%
Total General Fund Revenue	\$ 179,639,304	\$ 136,797,837	76.15%

¹Does not include Free Cash appropriated under Article 4 to support the FY2015 Operating Budget

²Includes \$575,000 for insurance settlement for fire truck.



MEMORANDUM

Enterprise Fund Revenue Collections

As of the end of the third quarter (3/31/2015), 70.19% or \$14,649,720 of total estimated revenue for FY2015 (\$20,870,215) had been collected.

A breakdown of **Enterprise Fund Revenue**, by fund, is shown below:

**FY2015 3rd Quarter Exceptions Report - Enterprise Fund Revenues
Revenue Collections**

	(A)	(B)	(B/A)
	FY2015 Revenue Estimates*	Collections	Percent Collected
Water			
Charges for Services	\$ 8,481,881	\$ 6,691,582	78.89%
Non-Rate Revenue	\$ 289,000	\$ 281,363	97.36%
Retained Earnings	\$ 500,000	\$ 500,000	100.00%
Total Water	\$ 9,270,881	\$ 7,472,945	80.61%
Sewer			
Charges for Services	\$ 9,126,551	\$ 5,400,298	59.17%
Non-Rate Revenue	\$ 341,067	\$ 343,939	100.84%
Retained Earnings	\$ 50,000	\$ 50,000	100.00%
Total Sewer	\$ 9,517,618	\$ 5,794,236	60.88%
Recreation			
Fees for Services	\$ 1,701,616	\$ 1,005,458	59.09%
Non-Fee Revenues	\$ 5,100	\$ 2,081	40.80%
Retained Earnings	\$ 375,000	\$ 375,000	100.00%
Total Recreation	\$ 2,081,716	\$ 1,382,539	66.41%
Total Enterprise Funds Revenue	\$ 20,870,215	\$ 14,649,720	70.19%

* Inclusive of revenue to fund indirect costs.

Sub-Program 1100- Lexington Public Schools

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Lexington Public Schools								
Personal Services	\$ 73,391,976	\$ 157,141	\$ 73,549,117	\$ 46,096,707	\$ 2,500	\$ 27,449,910	62.68%	62.67%
Expenses	\$ 13,231,953	\$ (157,141)	\$ 13,074,812	\$ 7,160,072	\$ 4,736,384	\$ 1,178,356	90.99%	54.76%
TOTAL PUBLIC SCHOOLS P. S.	\$ 73,391,976	\$ 157,141	\$ 73,549,117	\$ 46,096,707	\$ 2,500	\$ 27,449,910	62.68%	62.67%
TOTAL PUBLIC SCHOOLS EXPENSES	\$ 13,231,953	\$ (157,141)	\$ 13,074,812	\$ 7,160,072	\$ 4,736,384	\$ 1,178,356	90.99%	54.76%
GRAND TOTAL PUBLIC SCHOOLS	\$ 86,623,929	\$ -	\$ 86,623,929	\$ 53,256,779	\$ 4,738,884	\$ 28,628,267	66.95%	61.48%

Sub-Program 1200- Minuteman Regional School

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Minuteman Regional School								
Assessment	\$ 1,244,384	\$ -	\$ 1,244,384	\$ 933,287	\$ -	\$ 311,097	75.00%	75.00%
TOTAL MINUTEMAN ASSESSMENT	\$ 1,244,384	\$ -	\$ 1,244,384	\$ 933,287	\$ -	\$ 311,097	75.00%	75.00%
GRAND TOTAL MINUTEMAN	\$ 1,244,384	\$ -	\$ 1,244,384	\$ 933,287	\$ -	\$ 311,097	75.00%	75.00%

Sub-Program 2100- Employee Benefits

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Contributory Retirement								
Assessment	\$ 5,005,537	\$ -	\$ 5,005,537	\$ 3,689,366	\$ -	\$ 1,316,172	73.71%	73.71%
Non-Contributory Retirement								
Personal Services	\$ 13,447	\$ -	\$ 13,447	\$ 10,085	\$ -	\$ 3,362	75.00%	75.00%
Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
Employee Insurance								
Personal Services	\$ 23,041,965	\$ -	\$ 23,041,965	\$ 15,826,718	\$ 6,375	\$ 7,208,872	68.71%	68.69%
Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
Unemployment Insurance								
Personal Services	\$ 200,000	\$ -	\$ 200,000	\$ 183,569	\$ 5,100	\$ 11,331	94.33%	91.78%
Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
Workers Compensation								
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
Expenses	\$ 612,223	\$ -	\$ 612,223	\$ 291,168	\$ -	\$ 321,055	47.56%	47.56%
Property & Liability Insurance								
Personal Services	\$ 29,532	\$ -	\$ 29,532	\$ 23,771	\$ -	\$ 5,761	80.49%	80.49%
Expenses	\$ 746,923	\$ -	\$ 746,923	\$ 631,198	\$ -	\$ 115,725	84.51%	84.51%
Uninsured Losses								
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
Expenses	\$ 175,000	\$ -	\$ 175,000	\$ 54,193	\$ -	\$ 120,807	30.97%	30.97%
TOTAL BENEFITS PERSONAL SERVICES	\$ 28,290,481	\$ -	\$ 28,290,481	\$ 19,733,508	\$ 11,475	\$ 8,545,498	69.79%	69.75%
TOTAL BENEFITS EXPENSES	\$ 1,534,146	\$ -	\$ 1,534,146	\$ 976,559	\$ -	\$ 557,587	63.65%	63.65%
GRAND TOTAL BENEFITS	\$ 29,824,627	\$ -	\$ 29,824,627	\$ 20,710,067	\$ 11,475	\$ 9,103,085	69.48%	69.44%

Sub-Program 2200- Debt

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
General Fund Long Term								
Principal	\$ 5,490,414	\$ -	\$ 5,490,414	\$ 5,003,351	\$ -	\$ 487,063	91.13%	91.13%
Interest	\$ 980,676	\$ -	\$ 980,676	\$ 980,676	\$ -	\$ 0	100.00%	100.00%
Issuance Costs	\$ 259,551	\$ -	\$ 259,551	\$ 32,859	\$ -	\$ 226,692	12.66%	12.66%
TOTAL DEBT PERSONAL SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
TOTAL DEBT EXPENSES	\$ 6,730,641	\$ -	\$ 6,730,641	\$ 6,016,886	\$ -	\$ 713,755	89.40%	89.40%
GRAND TOTAL TOTAL DEBT	\$ 6,730,641	\$ -	\$ 6,730,641	\$ 6,016,886	\$ -	\$ 713,755	89.40%	89.40%

Sub-Program 2300- Reserve Fund

	(A) Original Appropriation	(B) Transfer/ Adjustments*	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Reserve Fund								
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
Expenses	\$ 900,000	\$ (265,620)	\$ 634,380	\$ -	\$ -	\$ 634,380	0.00%	0.00%
TOTAL RESERVE FUND PERSONAL SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
TOTAL RESERVE FUND EXPENSES	\$ 900,000	\$ (265,620)	\$ 634,380	\$ -	\$ -	\$ 634,380	0.00%	0.00%
GRAND TOTAL RESERVE FUND	\$ 900,000	\$ (265,620)	\$ 634,380	\$ -	\$ -	\$ 634,380	0.00%	0.00%

***Approved Reserve Fund Transfers through Q3 FY2015:**

Economic Development - Route 128 Business Council Alewife Shuttle	\$ (69,120)
Economic Development - Visitor Center transition to Town management	\$ (35,000)
Board of Health-Alleviate public health nuisance at private residence	\$ (11,500)
Lexington High School modulars-Phase 2	\$ (150,000)
Total	\$ (265,620)

Sub-Program 2400- Public Facilities

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Education Facilities								
Personal Services	\$ 3,291,484	\$ -	\$ 3,291,484	\$ 2,382,769	\$ -	\$ 908,715	72.39%	72.39%
Expenses	\$ 3,678,739	\$ -	\$ 3,678,739	\$ 2,423,377	\$ 367,872	\$ 887,490	75.88%	65.88%
Municipal Facilities								
Personal Services	\$ 553,460	\$ -	\$ 553,460	\$ 304,059	\$ -	\$ 249,401	54.94%	54.94%
Expenses	\$ 1,380,200	\$ -	\$ 1,380,200	\$ 839,006	\$ 211,872	\$ 329,322	76.14%	60.79%
Facilities Administration								
Personal Services	\$ 919,042	\$ -	\$ 919,042	\$ 708,328	\$ -	\$ 210,714	77.07%	77.07%
Expenses	\$ 74,750	\$ -	\$ 74,750	\$ 70,500	\$ 3,702	\$ 548	99.27%	94.31%
TOTAL PUBLIC FACILITIES PERSONAL SERVICES	\$ 4,763,986	\$ -	\$ 4,763,986	\$ 3,395,156	\$ -	\$ 1,368,830	71.27%	71.27%
TOTAL PUBLIC FACILITIES EXPENSES	\$ 5,133,689	\$ -	\$ 5,133,689	\$ 3,332,883	\$ 583,447	\$ 1,217,360	76.29%	64.92%
GRAND TOTAL PUBLIC FACILITIES	\$ 9,897,675	\$ -	\$ 9,897,675	\$ 6,728,039	\$ 583,447	\$ 2,586,190	73.87%	67.98%

Sub-Program 3000- Public Works

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Administration								
Personal Services	\$ 530,175	\$ -	\$ 530,175	\$ 421,237	\$ -	\$ 108,938	79.45%	79.45%
Expenses	\$ 30,250	\$ -	\$ 30,250	\$ 23,698	\$ 693	\$ 5,859	80.63%	78.34%
Engineering								
Personal Services	\$ 599,540	\$ -	\$ 599,540	\$ 438,655	\$ -	\$ 160,885	73.17%	73.17%
Expenses	\$ 131,620	\$ -	\$ 131,620	\$ 8,042	\$ 33,916	\$ 89,661	31.88%	6.11%
Street Lighting								
Personal Services	\$ 10,000	\$ -	\$ 10,000	\$ 5,338	\$ -	\$ 4,662	53.38%	53.38%
Expenses	\$ 277,145	\$ -	\$ 277,145	\$ 205,755	\$ 47,626	\$ 23,764	91.43%	74.24%
Highway Maintenance								
Personal Services	\$ 743,846	\$ -	\$ 743,846	\$ 506,254	\$ -	\$ 237,592	68.06%	68.06%
Expenses	\$ 492,696	\$ -	\$ 492,696	\$ 245,365	\$ 106,664	\$ 140,668	71.45%	49.80%
Road Machinery								
Personal Services	\$ 255,950	\$ -	\$ 255,950	\$ 154,058	\$ -	\$ 101,892	60.19%	60.19%
Expenses	\$ 503,608	\$ -	\$ 503,608	\$ 408,761	\$ 69,826	\$ 25,022	95.03%	81.17%
Snow Removal								
Personal Services	\$ 249,997	\$ -	\$ 249,997	\$ 676,559	\$ -	\$ (426,562)	270.63%	270.63%
Expenses	\$ 877,719	\$ -	\$ 877,719	\$ 1,098,880	\$ 202,232	\$ (423,392)	148.24%	125.20%
Parks								
Personal Services	\$ 796,184	\$ -	\$ 796,184	\$ 510,146	\$ -	\$ 286,038	64.07%	64.07%
Expenses	\$ 235,025	\$ -	\$ 235,025	\$ 154,402	\$ 45,238	\$ 35,386	84.94%	65.70%
Forestry								
Personal Services	\$ 265,452	\$ -	\$ 265,452	\$ 177,096	\$ -	\$ 88,356	66.71%	66.71%
Expenses	\$ 120,400	\$ -	\$ 120,400	\$ 33,075	\$ 18,335	\$ 68,990	42.70%	27.47%
Cemetery								
Personal Services	\$ 240,926	\$ -	\$ 240,926	\$ 156,313	\$ -	\$ 84,613	64.88%	64.88%
Expenses	\$ 53,000	\$ -	\$ 53,000	\$ 26,407	\$ 15,425	\$ 11,168	78.93%	49.82%
Refuse Collection								
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	---	---
Expenses	\$ 779,561	\$ -	\$ 779,561	\$ 519,707	\$ 259,854	\$ -	100.00%	66.67%
Recycling								
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	---	---
Expenses	\$ 854,992	\$ 30,000	\$ 884,992	\$ 519,078	\$ 246,474	\$ 119,440	86.50%	58.65%
Refuse Disposal								
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	---	---
Expenses	\$ 673,400	\$ (30,000)	\$ 643,400	\$ 401,708	\$ -	\$ 241,692	62.44%	62.44%
TOTAL PUBLIC WORKS SERVICES	\$ 3,692,070	\$ -	\$ 3,692,070	\$ 3,045,657	\$ -	\$ 646,413	82.49%	82.49%
TOTAL PUBLIC WORKS EXPENSES	\$ 5,029,416	\$ -	\$ 5,029,416	\$ 3,644,877	\$ 1,046,281	\$ 338,258	93.27%	72.47%
GRAND TOTAL PUBLIC WORKS	\$ 8,721,486	\$ -	\$ 8,721,486	\$ 6,690,534	\$ 1,046,281	\$ 984,671	88.71%	76.71%

Sub-Program 4100- Law Enforcement

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Police Administration								
Personal Services	\$ 1,231,122	\$ -	\$ 1,231,122	\$ 923,116	\$ -	\$ 308,006	74.98%	74.98%
Expenses	\$ 55,534	\$ -	\$ 55,534	\$ 36,464	\$ -	\$ 19,070	65.66%	65.66%
Patrol and Enforcement								
Personal Services	\$ 2,748,510	\$ -	\$ 2,748,510	\$ 1,997,057	\$ -	\$ 751,453	72.66%	72.66%
Expenses	\$ 517,501	\$ -	\$ 517,501	\$ 342,274	\$ 7,078	\$ 168,150	67.51%	66.14%
Parking Operations								
Personal Services	\$ 236,200	\$ -	\$ 236,200	\$ 176,443	\$ -	\$ 59,757	74.70%	74.70%
Expenses	\$ 66,544	\$ -	\$ 66,544	\$ 34,633	\$ -	\$ 31,911	52.04%	52.04%
Investigations								
Personal Services	\$ 604,464	\$ -	\$ 604,464	\$ 488,484	\$ -	\$ 115,980	80.81%	80.81%
Expenses	\$ 56,222	\$ -	\$ 56,222	\$ 20,542	\$ -	\$ 35,680	36.54%	36.54%
Dispatch								
Personal Services	\$ 566,971	\$ -	\$ 566,971	\$ 377,305	\$ -	\$ 189,667	66.55%	66.55%
Expenses	\$ 48,203	\$ -	\$ 48,203	\$ 38,129	\$ -	\$ 10,074	79.10%	79.10%
Animal Control								
Personal Services	\$ 31,067	\$ -	\$ 31,067	\$ 15,197	\$ -	\$ 15,870	48.92%	48.92%
Expenses	\$ 8,696	\$ -	\$ 8,696	\$ 2,311	\$ -	\$ 6,385	26.58%	26.58%
Crossing Guards								
Personal Services	\$ 134,519	\$ -	\$ 134,519	\$ 89,137	\$ -	\$ 45,382	66.26%	66.26%
Expenses	\$ 8,000	\$ -	\$ 8,000	\$ 2,178	\$ -	\$ 5,822	27.23%	27.23%
TOTAL LAW ENFORCEMENT PERSONAL SERVICES	\$ 5,552,853	\$ -	\$ 5,552,853	\$ 4,066,738	\$ -	\$ 1,486,115	73.24%	73.24%
TOTAL LAW ENFORCEMENT EXPENSES	\$ 760,700	\$ -	\$ 760,700	\$ 476,531	\$ 7,078	\$ 277,091	63.57%	62.64%
GRAND TOTAL LAW ENFORCEMENT	\$ 6,313,553	\$ -	\$ 6,313,553	\$ 4,543,270	\$ 7,078	\$ 1,763,206	72.07%	71.96%

Sub-Program 4200- Fire & Rescue

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Fire Administration								
Personal Services	\$ 322,202	\$ -	\$ 322,202	\$ 248,048	\$ -	\$ 74,154	76.99%	76.99%
Expenses	\$ 117,960	\$ -	\$ 117,960	\$ 82,472	\$ -	\$ 35,488	69.92%	69.92%
Fire Prevention								
Personal Services	\$ 183,611	\$ -	\$ 183,611	\$ 151,198	\$ -	\$ 32,413	82.35%	82.35%
Expenses	\$ 16,950	\$ -	\$ 16,950	\$ 7,522	\$ -	\$ 9,428	44.38%	44.38%
Fire Suppression								
Personal Services	\$ 4,645,615	\$ -	\$ 4,645,615	\$ 3,588,322	\$ -	\$ 1,057,293	77.24%	77.24%
Expenses	\$ 334,500	\$ -	\$ 334,500	\$ 173,133	\$ 8,111	\$ 153,256	54.18%	51.76%
Emergency Medical Services								
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	---	---
Expenses	\$ 148,600	\$ -	\$ 148,600	\$ 83,405	\$ -	\$ 65,195	56.13%	56.13%
Emergency Management								
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	---	---
Expenses	\$ 4,500	\$ -	\$ 4,500	\$ 2,224	\$ -	\$ 2,276	49.43%	49.43%
TOTAL FIRE PERSONAL SERVICES	\$ 5,151,428	\$ -	\$ 5,151,428	\$ 3,987,568	\$ -	\$ 1,163,860	77.41%	77.41%
TOTAL FIRE EXPENSES	\$ 622,510	\$ -	\$ 622,510	\$ 348,757	\$ 8,111	\$ 265,642	57.33%	56.02%
GRAND TOTAL FIRE	\$ 5,773,938	\$ -	\$ 5,773,938	\$ 4,336,325	\$ 8,111	\$ 1,429,502	75.24%	75.10%

Sub-Program 5100- Cary Memorial Library

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
General and Technical Services								
Personal Services	\$ 251,676	\$ -	\$ 251,676	\$ 186,165	\$ -	\$ 65,511	73.97%	73.97%
Expenses	\$ 146,000	\$ -	\$ 146,000	\$ 133,593	\$ -	\$ 12,407	91.50%	91.50%
Adult Library								
Personal Services	\$ 1,274,966	\$ -	\$ 1,274,966	\$ 946,256	\$ -	\$ 328,710	74.22%	74.22%
Expenses	\$ 75,000	\$ -	\$ 75,000	\$ 70,949	\$ -	\$ 4,051	94.60%	94.60%
Children's Library								
Personal Services	\$ 382,572	\$ -	\$ 382,572	\$ 258,159	\$ -	\$ 124,413	67.48%	67.48%
Expenses	\$ 50,355	\$ -	\$ 50,355	\$ 26,337	\$ -	\$ 24,018	52.30%	52.30%
TOTAL LIBRARY PERSONAL SERVICES	\$ 1,909,214	\$ -	\$ 1,909,214	\$ 1,390,580	\$ -	\$ 518,634	72.84%	72.84%
TOTAL LIBRARY EXPENSES	\$ 271,355	\$ -	\$ 271,355	\$ 230,880	\$ -	\$ 40,475	85.08%	85.08%
GRAND TOTAL LIBRARY	\$ 2,180,569	\$ -	\$ 2,180,569	\$ 1,621,460	\$ -	\$ 559,109	74.36%	74.36%

Sub-Program 6000- Human Services

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Administration								
Personal Services	\$ 176,743	\$ -	\$ 176,743	\$ 140,625	\$ -	\$ 36,118	79.56%	79.56%
Expenses	\$ 33,000	\$ -	\$ 33,000	\$ 13,329	\$ -	\$ 19,671	40.39%	40.39%
Community Programs								
Personal Services	\$ 10,057	\$ -	\$ 10,057	\$ 15,127	\$ -	\$ (5,070)	150.41%	150.41%
Expenses	\$ 11,000	\$ -	\$ 11,000	\$ 5,123	\$ -	\$ 5,877	46.58%	46.58%
Supportive Living								
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	---	---
Expenses	\$ 15,000	\$ -	\$ 15,000	\$ 2,010	\$ -	\$ 12,990	13.40%	13.40%
Veterans Services								
Personal Services	\$ 52,432	\$ -	\$ 52,432	\$ 33,179	\$ -	\$ 19,253	63.28%	63.28%
Expenses	\$ 155,950	\$ -	\$ 155,950	\$ 75,463	\$ -	\$ 80,487	48.39%	48.39%
Youth and Family Services								
Personal Services	\$ 103,485	\$ -	\$ 103,485	\$ 26,476	\$ -	\$ 77,009	25.58%	25.58%
Expenses	\$ 9,300	\$ -	\$ 9,300	\$ 675	\$ -	\$ 8,625	7.26%	7.26%
Senior Services								
Personal Services	\$ 101,615	\$ -	\$ 101,615	\$ 67,727	\$ -	\$ 33,888	66.65%	66.65%
Expenses	\$ 15,400	\$ -	\$ 15,400	\$ 10,927	\$ -	\$ 4,473	70.96%	70.96%
Transportation Services								
Personal Services	\$ 85,463	\$ -	\$ 85,463	\$ 68,826	\$ -	\$ 16,637	80.53%	80.53%
Expenses	\$ 450,687	\$ -	\$ 450,687	\$ 325,038	\$ 121,936	\$ 3,713	99.18%	72.12%
TOTAL HUMAN SERVICES PERSONAL SERVICES	\$ 529,795	\$ -	\$ 529,795	\$ 351,959	\$ -	\$ 177,836	66.43%	66.43%
TOTAL HUMAN SERVICES EXPENSES	\$ 690,337	\$ -	\$ 690,337	\$ 432,565	\$ 121,936	\$ 135,836	80.32%	62.66%
GRAND TOTAL HUMAN SERVICES	\$ 1,220,132	\$ -	\$ 1,220,132	\$ 784,524	\$ 121,936	\$ 313,672	74.29%	64.30%

Sub-Program 7100-Community Development

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Building and Zoning								
Personal Services	\$ 502,109	\$ -	\$ 502,109	\$ 349,481	\$ -	\$ 152,628	69.60%	69.60%
Expenses	\$ 65,640	\$ -	\$ 65,640	\$ 16,548	\$ 22,585	\$ 26,507	59.62%	25.21%
Regulatory Support								
Personal Services	\$ 249,326	\$ -	\$ 249,326	\$ 184,100	\$ -	\$ 65,226	73.84%	73.84%
Expenses	\$ 26,560	\$ -	\$ 26,560	\$ 18,426	\$ 1,518	\$ 6,616	75.09%	69.37%
Conservation								
Personal Services	\$ 191,728	\$ -	\$ 191,728	\$ 136,421	\$ -	\$ 55,307	71.15%	71.15%
Expenses	\$ 36,932	\$ -	\$ 36,932	\$ 13,292	\$ 4,500	\$ 19,140	48.18%	35.99%
Board of Health								
Personal Services	\$ 206,627	\$ -	\$ 206,627	\$ 156,823	\$ -	\$ 49,804	75.90%	75.90%
Expenses	\$ 53,182	\$ 11,500	\$ 64,682	\$ 47,500	\$ -	\$ 17,182	73.44%	73.44%
TOTAL COMMUNITY DEVELOPMENT PERSONAL SERVICES	\$ 1,149,790	\$ -	\$ 1,149,790	\$ 826,824	\$ -	\$ 322,966	71.91%	71.91%
TOTAL COMMUNITY DEVELOPMENT EXPENSES	\$ 182,314	\$ 11,500	\$ 193,814	\$ 95,765	\$ 28,603	\$ 69,446	64.17%	49.41%
GRAND TOTAL COMMUNITY DEVELOPMENT	\$ 1,332,104	\$ 11,500	\$ 1,343,604	\$ 922,589	\$ 28,603	\$ 392,411	70.79%	68.67%

Sub-Program 7200- Planning

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Planning								
Personal Services	\$ 298,222	\$ -	\$ 298,222	\$ 224,622	\$ -	\$ 73,600	75.32%	75.32%
Expenses	\$ 42,475	\$ -	\$ 42,475	\$ 18,767	\$ 5,000	\$ 18,708	55.95%	44.18%
TOTAL PLANNING PERSONAL SERVICES	\$ 298,222	\$ -	\$ 298,222	\$ 224,622	\$ -	\$ 73,600	75.32%	75.32%
TOTAL PLANNING EXPENSES	\$ 42,475	\$ -	\$ 42,475	\$ 18,767	\$ 5,000	\$ 18,708	55.95%	44.18%
GRAND TOTAL PLANNING	\$ 340,697	\$ -	\$ 340,697	\$ 243,389	\$ 5,000	\$ 92,308	72.91%	71.44%

Sub-Program 7300- Economic Development

	(A) Original Appropriation	(B) Transfer/ Adjustments*	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Economic Development Office								
Personal Services ¹	\$ 81,122	\$ 17,500	\$ 98,622	\$ 89,013	\$ -	\$ 9,609	90.26%	90.26%
Expenses	\$ 39,850	\$ 86,620	\$ 126,470	\$ 70,608	\$ -	\$ 55,862	55.83%	55.83%
Battle Green Guides								
Personal Services	\$ 13,050	\$ -	\$ 13,050	\$ 6,945	\$ -	\$ 6,105	53.22%	53.22%
Expenses	\$ 26,000	\$ -	\$ 26,000	\$ 16,924	\$ -	\$ 9,077	65.09%	65.09%
TOTAL ECONOMIC DEVELOPMENT PERSONAL SERVICES	\$ 94,172	\$ 17,500	\$ 111,672	\$ 95,958	\$ -	\$ 15,714	85.93%	85.93%
TOTAL ECONOMIC DEVELOPMENT EXPENSES	\$ 65,850	\$ 86,620	\$ 152,470	\$ 87,532	\$ -	\$ 64,938	57.41%	57.41%
GRAND TOTAL ECONOMIC DEVELOPMENT	\$ 160,022	\$ 104,120	\$ 264,142	\$ 183,490	\$ -	\$ 80,652	69.47%	69.47%

¹Salaries to be transferred to Revolving Fund for Visitors Center - Timing

*Reserve Fund Transfers of \$69,120 for Alewife Shuttle and \$35,000 for Visitor Center Transition to Town management.

Sub-Program 8100- Board of Selectmen

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Board of Selectmen								
Personal Services	\$ 128,165	\$ -	\$ 128,165	\$ 88,771	\$ -	\$ 39,394	69.26%	69.26%
Expenses	\$ 104,825	\$ -	\$ 104,825	\$ 80,767	\$ 6,328	\$ 17,729	83.09%	77.05%
Legal								
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	---	---
Expenses	\$ 410,000	\$ -	\$ 410,000	\$ 301,727	\$ -	\$ 108,273	73.59%	73.59%
Town Report								
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
Expenses	\$ 8,000	\$ -	\$ 8,000	\$ -	\$ -	\$ 8,000	0.00%	0.00%
TOTAL SELECTMEN PERSONAL SERVICES	\$ 128,165	\$ -	\$ 128,165	\$ 88,771	\$ -	\$ 39,394	69.26%	69.26%
TOTAL SELECTMEN EXPENSES	\$ 522,825	\$ -	\$ 522,825	\$ 382,494	\$ 6,328	\$ 134,002	74.37%	73.16%
GRAND TOTAL SELECTMEN	\$ 650,990	\$ -	\$ 650,990	\$ 471,265	\$ 6,328	\$ 173,396	73.36%	72.39%

Sub-Program 8200- Town Manager

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Organizational Direction & Administration								
Personal Services	\$ 494,622	\$ -	\$ 494,622	\$ 377,068	\$ -	\$ 117,554	76.23%	76.23%
Expenses	\$ 131,800	\$ -	\$ 131,800	\$ 38,475	\$ 28,275	\$ 65,050	50.64%	29.19%
Human Resources								
Personal Services	\$ 130,617	\$ -	\$ 130,617	\$ 98,696	\$ -	\$ 31,921	75.56%	75.56%
Expenses	\$ 105,820	\$ -	\$ 105,820	\$ 28,709	\$ -	\$ 77,111	27.13%	27.13%
TOTAL TOWN MANAGER PERSONAL SERVICES	\$ 625,239	\$ -	\$ 625,239	\$ 475,764	\$ -	\$ 149,475	76.09%	76.09%
TOTAL TOWN MANAGER EXPENSES	\$ 237,620	\$ -	\$ 237,620	\$ 67,184	\$ 28,275	\$ 142,161	40.17%	28.27%
GRAND TOTAL TOWN MANAGER	\$ 862,859	\$ -	\$ 862,859	\$ 542,948	\$ 28,275	\$ 291,636	66.20%	62.92%

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Salary Adjustment								
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	---	---
Expenses	\$ 878,000	\$ -	\$ 878,000	\$ -	\$ -	\$ 878,000	0.00%	0.00%
TOTAL SALARY ADJUSTMENT ACCOUNT PS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
TOTAL SALARY ADJUSTMENT ACCOUNT EXPENSES	\$ 878,000	\$ -	\$ 878,000	\$ -	\$ -	\$ 878,000	0.00%	0.00%
GRAND TOTAL SALARY ADJUSTMENT ACCOUNT	\$ 878,000	\$ -	\$ 878,000	\$ -	\$ -	\$ 878,000	0.00%	0.00%

Sub-Program 8300- Committees

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Financial Committees								
Personal Services	\$ 6,000	\$ -	\$ 6,000	\$ 5,842	\$ -	\$ 158	97.36%	97.36%
Expenses	\$ 1,500	\$ -	\$ 1,500	\$ 333	\$ -	\$ 1,167	22.20%	22.20%
Misc. Boards & Committees								
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	---	---
Expenses	\$ 4,500	\$ -	\$ 4,500	\$ 939	\$ -	\$ 3,561	20.87%	20.87%
Public Celebrations Committee								
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	---	---
Expenses	\$ 41,000	\$ -	\$ 41,000	\$ 4,547	\$ 168	\$ 36,285	11.50%	11.09%
TOTAL COMMITTEES PERSONAL SERVICES	\$ 6,000	\$ -	\$ 6,000	\$ 5,842	\$ -	\$ 158	97.36%	97.36%
TOTAL COMMITTEES EXPENSES	\$ 47,000	\$ -	\$ 47,000	\$ 5,820	\$ 168	\$ 41,012	12.74%	12.38%
GRAND TOTAL COMMITTEES	\$ 53,000	\$ -	\$ 53,000	\$ 11,661	\$ 168	\$ 41,171	22.32%	22.00%

Sub-Program 8400- Finance

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Comptroller								
Personal Services	\$ 528,328	\$ -	\$ 528,328	\$ 386,019	\$ -	\$ 142,309	73.06%	73.06%
Expenses	\$ 122,350	\$ -	\$ 122,350	\$ 50,592	\$ -	\$ 71,758	41.35%	41.35%
Treasurer/Collector								
Personal Services	\$ 282,677	\$ -	\$ 282,677	\$ 205,988	\$ -	\$ 76,689	72.87%	72.87%
Expenses	\$ 125,855	\$ -	\$ 125,855	\$ 65,423	\$ 1,362	\$ 59,070	53.06%	51.98%
Assessor								
Personal Services	\$ 388,286	\$ -	\$ 388,286	\$ 259,664	\$ -	\$ 128,622	66.87%	66.87%
Expenses	\$ 247,770	\$ -	\$ 247,770	\$ 93,834	\$ 120,120	\$ 33,815	86.35%	37.87%
Utility Billing								
Personal Services	\$ 74,130	\$ -	\$ 74,130	\$ 56,521	\$ -	\$ 17,609	0.00%	76.25%
Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	---	---
TOTAL FINANCE PERSONAL SERVICES	\$ 1,273,421	\$ -	\$ 1,273,421	\$ 908,192	\$ -	\$ 365,229	71.32%	71.32%
TOTAL FINANCE EXPENSES	\$ 495,975	\$ -	\$ 495,975	\$ 209,849	\$ 121,482	\$ 164,644	66.80%	42.31%
GRAND TOTAL FINANCE	\$ 1,769,396	\$ -	\$ 1,769,396	\$ 1,118,041	\$ 121,482	\$ 529,873	70.05%	63.19%

Sub-Program 8500- Town Clerk

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Town Clerk Administration								
Personal Services	\$ 282,892	\$ -	\$ 282,892	\$ 173,805	\$ -	\$ 109,087	61.44%	61.44%
Expenses	\$ 17,300	\$ -	\$ 17,300	\$ 8,079	\$ 805	\$ 8,416	51.35%	46.70%
Board of Registrars								
Personal Services	\$ 825	\$ -	\$ 825	\$ 646	\$ -	\$ 179	78.33%	78.33%
Expenses	\$ 16,000	\$ -	\$ 16,000	\$ 8,616	\$ -	\$ 7,384	53.85%	53.85%
Elections								
Personal Services	\$ 51,000	\$ -	\$ 51,000	\$ 44,471	\$ -	\$ 6,529	87.20%	87.20%
Expenses	\$ 69,450	\$ -	\$ 69,450	\$ 58,355	\$ -	\$ 11,095	84.02%	84.02%
Records Management								
Personal Services	\$ 28,275	\$ -	\$ 28,275	\$ 16,570	\$ -	\$ 11,705	58.60%	58.60%
Expenses	\$ 18,325	\$ -	\$ 18,325	\$ 2,804	\$ 790	\$ 14,730	19.62%	15.30%
TOTAL TOWN CLERK PERSONAL SERVICES	\$ 362,992	\$ -	\$ 362,992	\$ 235,493	\$ -	\$ 127,499	64.88%	64.88%
TOTAL TOWN CLERK EXPENSES	\$ 121,075	\$ -	\$ 121,075	\$ 77,854	\$ 1,595	\$ 41,626	65.62%	64.30%
GRAND TOTAL TOWN CLERK	\$ 484,067	\$ -	\$ 484,067	\$ 313,347	\$ 1,595	\$ 169,125	65.06%	64.73%

Sub-Program 8600- Information Services (IS)

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Information Services								
Personal Services	\$ 465,547	\$ -	\$ 465,547	\$ 332,066	\$ -	\$ 133,481	71.33%	71.33%
Expenses	\$ 708,250	\$ -	\$ 708,250	\$ 338,381	\$ 64,664	\$ 305,205	56.91%	47.78%
Web Development								
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	---	---
Expenses	\$ 42,700	\$ -	\$ 42,700	\$ 17,359	\$ 18,000	\$ 7,341	82.81%	40.65%
TOTAL INFORMATION SERVICES PERSONAL SERVICES	\$ 465,547	\$ -	\$ 465,547	\$ 332,066	\$ -	\$ 133,481	71.33%	71.33%
TOTAL INFORMATION SERVICES EXPENSES	\$ 750,950	\$ -	\$ 750,950	\$ 355,740	\$ 82,664	\$ 312,546	58.38%	47.37%
GRAND TOTAL INFORMATION SERVICES	\$ 1,216,497	\$ -	\$ 1,216,497	\$ 687,806	\$ 82,664	\$ 446,027	63.34%	56.54%

Grand Total General Fund Personal Services	\$ 127,685,351	\$ 174,641	\$ 127,859,992	\$ 85,261,405	\$ 13,975	\$ 42,584,612	66.69%	66.68%
Grand Total General Fund Expenses	\$ 39,493,215	\$ (324,641)	\$ 39,168,574	\$ 24,854,303	\$ 6,777,351	\$ 7,536,920	80.76%	63.45%
Grand Total General Fund	\$ 167,178,566	\$ (150,000)	\$ 167,028,566	\$ 110,115,708	\$ 6,791,326	\$ 50,121,533	69.99%	65.93%

ENTERPRISE FUNDS

Sub-Program 3600- Water Enterprise

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Water Enterprise								
Personal Services	\$ 674,611	\$ -	\$ 674,611	\$ 437,680	\$ -	\$ 236,931	64.88%	64.88%
Expenses	\$ 389,400	\$ -	\$ 389,400	\$ 278,353	\$ 58,423	\$ 52,623	86.49%	71.48%
TOTAL WATER PERSONAL SERVICES	\$ 674,611	\$ -	\$ 674,611	\$ 437,680	\$ -	\$ 236,931	64.88%	64.88%
TOTAL WATER EXPENSES	\$ 389,400	\$ -	\$ 389,400	\$ 278,353	\$ 58,423	\$ 52,623	86.49%	71.48%
TOTAL WATER MWRA	\$ 6,037,972	\$ -	\$ 6,037,972	\$ 4,225,133	\$ -	\$ 1,812,839	69.98%	69.98%
TOTAL WATER DEBT	\$ 1,379,622	\$ -	\$ 1,379,622	\$ 1,103,837	\$ -	\$ 275,785	80.01%	80.01%
GRAND TOTAL WATER ENTERPRISE	\$ 8,481,605	\$ -	\$ 8,481,605	\$ 6,045,004	\$ 58,423	\$ 2,378,178	71.96%	71.27%

Sub-Program 3700- Sewer Enterprise

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Sewer Enterprise								
Personal Services	\$ 302,360	\$ -	\$ 302,360	\$ 162,645	\$ -	\$ 139,715	53.79%	53.79%
Expenses	\$ 345,650	\$ -	\$ 345,650	\$ 192,280	\$ 81,263	\$ 72,106	79.14%	55.63%
TOTAL SEWER PERSONAL SERVICES	\$ 302,360	\$ -	\$ 302,360	\$ 162,645	\$ -	\$ 139,715	53.79%	53.79%
TOTAL SEWER EXPENSES	\$ 345,650	\$ -	\$ 345,650	\$ 192,280	\$ 81,263	\$ 72,106	79.14%	55.63%
TOTAL SEWER MWRA	\$ 7,183,735	\$ -	\$ 7,183,735	\$ 5,024,163	\$ -	\$ 2,159,572	69.94%	69.94%
TOTAL SEWER DEBT	\$ 1,220,843	\$ -	\$ 1,220,843	\$ 1,019,141	\$ -	\$ 201,702	83.48%	83.48%
GRAND TOTAL SEWER ENTERPRISE	\$ 9,052,588	\$ -	\$ 9,052,588	\$ 6,398,230	\$ 81,263	\$ 2,573,095	71.58%	70.68%

Sub-Program 5200- Recreation Enterprise

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date (YTD) Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % USED	(D/C) % USED
Recreation Enterprise								
Personal Services	\$ 704,615	\$ -	\$ 704,615	\$ 533,804	\$ -	\$ 170,811	75.76%	75.76%
Expenses	\$ 500,044	\$ -	\$ 500,044	\$ 328,220	\$ 56,639	\$ 115,185	76.97%	65.64%
TOTAL RECREATION PERSONAL SERVICES	\$ 704,615	\$ -	\$ 704,615	\$ 533,804	\$ -	\$ 170,811	75.76%	75.76%
TOTAL RECREATION EXPENSES	\$ 1,036,319	\$ -	\$ 1,036,319	\$ 648,677	\$ 202,963	\$ 184,678	82.18%	62.59%
TOTAL RECREATION DEBT	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	0.00%	0.00%
GRAND TOTAL RECREATION ENTERPRISE	\$ 1,840,934	\$ -	\$ 1,840,934	\$ 1,182,481	\$ 202,963	\$ 455,490	75.26%	64.23%
Pine Meadows								
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
Expenses	\$ 536,275	\$ -	\$ 536,275	\$ 320,457	\$ 146,324	\$ 69,494	87.04%	59.76%
TOTAL RECREATION PERSONAL SERVICES	\$ 704,615	\$ -	\$ 704,615	\$ 533,804	\$ -	\$ 170,811	75.76%	75.76%
TOTAL RECREATION EXPENSES	\$ 1,036,319	\$ -	\$ 1,036,319	\$ 648,677	\$ 202,963	\$ 184,678	82.18%	62.59%
TOTAL RECREATION DEBT	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	0.00%	0.00%
GRAND TOTAL RECREATION ENTERPRISE	\$ 1,840,934	\$ -	\$ 1,840,934	\$ 1,182,481	\$ 202,963	\$ 455,490	75.26%	64.23%

FY2015 3rd Quarter General Fund Revenue Report (as of 3/31/15)

PROPERTY TAX						
			FY2015 Revenue From Recap	Collections as of 3/31/2015	Uncollected as of 3/31/15	Percent (%) Collected
10010020 PERSONAL PROPERTY TAX						
10010020	41115	15 PERSONAL PROPERTY TAX	\$ 5,238,813	\$ 4,112,121	\$ 1,126,693	78.49%
TOTAL PERSONAL PROPERTY			\$ 5,238,813	\$ 4,112,121	\$ 1,126,693	78.49%
10010030 REAL ESTATE TAX						
10010030	41215	15 REAL ESTATE TAX	\$ 149,443,573	\$ 110,727,433	\$ 38,716,140	74.09%
10010030	41213	13 REAL ESTATE TAX		\$ 49,889	\$ (49,889)	---
10010030	41214	14 REAL ESTATE TAX		\$ 687,154	\$ (687,154)	---
10010030	41451	DEFERRED TAXES		\$ 34,695	\$ (34,695)	---
TOTAL REAL ESTATE			\$ 149,443,573	\$ 111,499,171	\$ 37,944,402	74.61%
TOTAL PROPERTY TAX			\$ 154,682,386	\$ 115,611,292	\$ 39,071,094	74.74%

10010040 TAX LIENS/TITLES REDEEMED						
10010040	41420	TAX LIENS/TITLES REDEEMED		\$ 436,116	\$ (436,116)	0%
TOTAL TAX LIENS			\$ -	\$ 436,116	\$ (436,116)	0%

MOTOR VEHICLE EXCISE TAX						
			FY2015 Revenue From Recap	Collections as of 3/31/2015	Uncollected as of 3/31/15	Percent (%) Collected
10010050	41502	02 MVE TAX		\$ 28	\$ (28)	---
10010050	41504	04 MVE TAX		\$ 66	\$ (66)	---
10010050	41505	05 MVE TAX			\$ -	---
10010050	41506	06 MVE TAX		\$ 27	\$ (27)	---
10010050	41507	07 MVE TAX		\$ 410	\$ (410)	---
10010050	41508	08 MVE TAX		\$ 120	\$ (120)	---
10010050	41509	09 MVE TAX		\$ 474	\$ (474)	---
10010050	41510	10 MVE TAX		\$ 270	\$ (270)	---
10010050	41511	11 MVE TAX		\$ 574	\$ (574)	---
10010050	41512	12 MVE TAX		\$ 2,969	\$ (2,969)	---
10010050	41513	13 MVE TAX		\$ 6,702	\$ (6,702)	---
10010050	41514	14 MVE TAX		\$ 685,286	\$ (685,286)	---
10010050	41515	15 MVE TAX	\$ 3,751,289	\$ 2,492,348	\$ 1,258,941	66%
10010050	41570	MVE TAX - PRIOR YRS		\$ 349	\$ (349)	---
10010050	41595	95 MVE TAX		\$ 24	\$ (24)	---
TOTAL MOTOR VEHICLE EXCISE			\$ 3,751,289	\$ 3,189,648	\$ 561,641	85.03%

PENALTIES & INTEREST ON TAXES						
			FY2015 Revenue From Recap	Collections as of 3/31/2015	Uncollected as of 3/31/15	Percent (%) Collected
10010060	41701	PEN & INT PP TAX	\$ 10,979	\$ 7,847	\$ 3,132	71.48%
10010060	41702	PEN & INT RE TAX	\$ 210,439	\$ 148,555	\$ 61,884	70.59%
10010060	41703	PEN & INT TAX LIENS	\$ 45,747	\$ 216,279	\$ (170,532)	472.77%
10010060	41704	PEN & INT MVE TAX	\$ 45,747	\$ 21,958	\$ 23,789	48.00%
TOTAL PENALTIES AND INTERESTS			\$ 312,912	\$ 394,639	\$ (81,727)	126.12%

PAYMENT IN LIEU OF TAXES						
			FY2015 Revenue From Recap	Collections as of 3/31/2015	Uncollected as of 3/31/15	Percent (%) Collected
10010070	41801	PAYMENT IN LIEU OF TAXES	\$ 499,562	\$ 431,389	\$ 68,173	86.35%
TOTAL PAYMENT IN LIEU OF TAXES			\$ 499,562	\$ 431,389	\$ 68,173	86.35%

OTHER TAXES						
			FY2015 Revenue From Recap	Collections as of 3/31/2015	Uncollected as of 3/31/15	Percent (%) Collected
10010080	41901	OTHER EXCISE-HOTEL/MOTEL	\$ 667,912	\$ 518,147	\$ 149,765	77.58%
10010080	41902	OTHER EXCISE - JET FUEL	\$ 228,737	\$ 263,898	\$ (35,161)	115.37%
10010080	41903	OTHER EXCISE - MEALS TAX	\$ 365,979	\$ 258,043	\$ 107,936	70.51%
TOTAL OTHER TAXES			\$ 1,262,628	\$ 1,040,089	\$ 222,539	82.37%

CHARGES FOR SERVICES

			FY2015 Revenue From Recap	Collections as of 3/31/2015	Uncollected as of 3/31/15	Percent (%) Collected
10010090	42701	FIRE DEPT REC-AMBULANCE FEES	\$ 851,520	\$ 660,234	\$ 191,286	77.54%
10010090	42702	FIRE DEPT REC-FIRE ALARM FEES	\$ 9,375	\$ 1,550	\$ 7,825	16.53%
10010090	42703	POLICE DEPT REC-HOUSE ALARMS	\$ 17,233	\$ 13,400	\$ 3,833	77.76%
10010090	43202	CERTIFICATE OF REDEMPTION	\$ 28	\$ 76	\$ (48)	271.43%
10010090	43205	MUNICIPAL LIEN CERTIFICATES	\$ 40,110	\$ 22,025	\$ 18,085	54.91%
10010090	43208	SEALER OF WTS & MEASURES FEES	\$ 1,141	\$ -	\$ 1,141	0.00%
10010090	43210	PROTECTED TREE FEES	\$ 16,284	\$ 18,805	\$ (2,521)	115.48%
10010090	43213	FEES FOR ENGINEERING SERVICES	\$ 2,863	\$ 51	\$ 2,812	1.78%
10010090	43219	BATTLE GREEN CHARTERS	\$ 430	\$ 200	\$ 230	46.51%
10010090	43221	LXPRESS FARES	\$ 75,457	\$ 54,199	\$ 21,258	71.83%
10010090	43226	FIRE FEE-CERT OF COMPLIANCE	\$ 29,257	\$ 25,020	\$ 4,237	85.52%
10010090	43227	TOWN CLERK FEE	\$ 28,445	\$ 26,274	\$ 2,171	92.37%
10010090	43228	POLICE DEPT FEE	\$ 50,305	\$ 45,133	\$ 5,172	89.72%
10010090	43229	REGISTRY SURCHARGE FEE	\$ 28,262	\$ 21,630	\$ 6,632	76.53%
10010090	43230	DPW FEES FOR SERVICE	\$ 576	\$ 342	\$ 234	59.38%
10010090	43231	P.B. FILING & REVIEW FEES	\$ 14,451	\$ 17,600	\$ (3,149)	121.79%
10010090	43232	B & Z MICROFILM FEES	\$ 10,976	\$ 10,945	\$ 31	99.72%
10010090	43233	B.O.A. HEARING FEES	\$ 16,991	\$ 12,138	\$ 4,853	71.44%
10010090	43234	P.B. SALE OF MAPS & DEV. REGUL	\$ 361	\$ 120	\$ 241	33.24%
10010090	43235	ANR PLAN FILING FEES	\$ 488	\$ 600	\$ (112)	122.95%
10010090	43236	RENTAL CAR SURCHARGE FEES	\$ 2,391	\$ 2,566	\$ (175)	107.30%
10010090	43238	CONSERVATION FEES	\$ 25,822	\$ 19,763	\$ 6,059	76.54%
10010090	43240	CEMETERY PREPARATION	\$ 116,220	\$ 92,515	\$ 23,705	79.60%
10010090	43297	MEDICARE PART D	\$ -	\$ -	\$ -	100.00%
10010090	43298	CELL TOWER REVENUE	\$ 250,531	\$ 153,576	\$ 96,955	61.30%
10010090	43299	MISC. FEES	\$ 22,866	\$ 17,469	\$ 5,397	76.40%
10010090	43300	MISC NON-RECURRING REVENUE	\$ -	\$ -	\$ -	100.00%
10010090	43547	TRENCH PERMIT FEES	\$ 4,167	\$ 4,575	\$ (408)	79.83%
10010090	47502	STREET BETTERMENT	\$ 18,299	\$ 14,608	\$ 3,691	20.17%
10010160	47501	SEWER BTMT PD IN ADVANC	\$ -	\$ 1,217	\$ (1,217)	100.00%
10010160	47707	14 SEWER BETTERMENT	\$ -	\$ 243	\$ (243)	---
10010160	47709	14 STREET BETTERMENT INT	\$ -	\$ 38	\$ (38)	---
10010160	47710	14 STREET BETTERMENT	\$ -	\$ 561	\$ (561)	---
10010160	47712	14 SEWER BETTERMENT INT	\$ -	\$ 85	\$ (85)	---
10010160	47715	15 SEWER BETTERMENT	\$ -	\$ 3,329	\$ (3,329)	---
10010160	47716	15 SEWER BETTERMENT INT	\$ -	\$ 1,122	\$ (1,122)	---
10010160	47719	15 STREET BETTERMENT	\$ -	\$ 18,231	\$ (18,231)	---
10010160	47720	15 STREET BETTERMENT INT	\$ -	\$ 9,668	\$ (9,668)	---
10010160	47721	15 WATER BETTERMENT	\$ -	\$ 1,086	\$ (1,086)	---
10010160	47722	15 WATER BETTERMENT INT	\$ -	\$ 271	\$ (271)	---
TOTAL CHARGES FOR SERVICES			\$ 1,634,849	\$ 1,271,265	\$ 363,584	77.76%

RENTALS OF TOWN BUILDINGS

			FY2015 Revenue From Recap	Collections as of 3/31/2015	Uncollected as of 3/31/15	Percent (%) Collected
10010100	43601	RENTALS OF TOWN BUILDINGS	\$ 44,540	\$ 34,662	\$ 9,879	77.82%
TOTAL RENTALS OF TOWN BUILDINGS			\$ 44,540	\$ 34,662	\$ 9,879	77.82%

LICENSE & PERMITS

			FY2015 Revenue From Recap	Collections as of 12/31/2014	Uncollected as of 12/31/14	Percent (%) Collected
10010120	44105	ALCOHOL & BEVERAGE LIC	\$ 71,008	\$ 78,585	\$ (7,577)	110.67%
10010120	44201	BUILDING PERMITS	\$ 892,075	\$ 864,406	\$ 27,669	96.90%
10010120	44202	GAS PERMITS	\$ 24,467	\$ 22,064	\$ 2,403	90.18%
10010120	44203	WIRING PERMITS	\$ 168,723	\$ 145,093	\$ 23,630	86.00%
10010120	44204	PLUMBING PERMITS	\$ 57,069	\$ 49,044	\$ 8,025	85.94%
10010120	44205	SHEET METAL PERMITS	\$ 9,149	\$ 20,101	\$ (10,952)	219.70%
10010120	44224	MECHANICAL PERMITS	\$ 33,450	\$ 25,051	\$ 8,399	74.89%
10010120	44225	SELECTMAN'S LIC. & PERMITS	\$ 2,470	\$ 425	\$ 2,045	17.20%
10010120	44227	BOARD OF HEALTH LIC & PERMITS	\$ 42,380	\$ 24,005	\$ 18,375	56.64%
10010120	44229	FIRE DEPT LIC. & PERMITS	\$ 25,968	\$ 27,185	\$ (1,217)	104.69%
10010120	44230	B & Z MISC PERMITS	\$ 274	\$ 7,944	\$ (7,669)	2894.14%
10010120	44253	CABLE FRANCHISE LICENSE	\$ 3,660	\$ 6,104	\$ (2,444)	166.77%
10010120	44258	FIREARMS LICENSE	\$ 1,830	\$ 1,488	\$ 342	81.29%
10010120	44290	TOWN CLERK'S LIC & PERMITS	\$ 41,523	\$ 14,135	\$ 27,388	34.04%
10010120	44293	DPW STREET OPENING PERMITS	\$ 30,514	\$ 29,216	\$ 1,298	95.75%
10010120	44294	RIGHT OF WAY OBSTRUCTION	\$ -	\$ 150	\$ (150)	---
10010120	44296	DRAIN LAYERS LICENSE	\$ 1,135	\$ 690	\$ 445	60.82%
10010120	44299	MISC. LICENSE & PERMITS	\$ 2,386	\$ 5,168	\$ (2,781)	216.56%
TOTAL LICENSE & PERMITS			\$ 1,408,081	\$ 1,320,851	\$ 87,230	93.81%

REVENUE FROM STATE-CHERRY SHEET

			FY2015 Revenue From Recap	Collections as of 3/31/2015	Uncollected as of 3/31/15	Percent (%) Collected
10010130	46204	CH 70 SCHOOL AID	\$ 9,584,428	\$ 6,389,618	\$ 3,194,810	66.67%
10010130	46209	CHARTER SCHOOL ASSESSMENT	\$ 1,786	\$ 994	\$ 792	55.66%
10010130	46602	VETERANS BENEFITS CH 115	\$ 92,504	\$ 45,878	\$ 46,626	49.60%
10010130	46605	LOTTERY AID	\$ 1,363,715	\$ 909,143	\$ 454,572	66.67%
10010130	46625	POLICE CAREER INCENTIVE			\$ -	0.00%
10010130	46102	EXEMPTIONS-VET,BLIND,ELD,SURV	\$ 77,053	\$ 63,645	\$ 13,408	82.60%
TOTAL CHERRY SHEET			\$ 11,119,486	\$ 7,409,278	\$ 3,710,208	66.63%

REVENUE FROM OTHER GOVERNMENTS

			FY2015 Revenue From Recap	Collections as of 3/31/2015	Uncollected as of 3/31/15	Percent (%) Collected
10010150	46801	COURT FINES	\$ 7,320	\$ 1,688	\$ 5,632	23.06%
10010140	46807	RECOVERIES FROM STATE		\$ 1,231	\$ (1,231)	---
10010140	46814	EXTRA POLLING HOURS		\$ 12,826	\$ (12,826)	---
TOTAL REVENUE FROM OTHER GOVS			\$ 7,320	\$ 15,745	\$ (8,425)	215.10%

FINES & FORFEITURES

			FY2015 Revenue From Recap	Collections as of 3/31/2015	Uncollected as of 3/31/15	Percent (%) Collected
10010170	47702	PARKING FINES	\$ 99,730	\$ 80,480	\$ 19,250	80.70%
10010170	47704	NON CRIMINAL FINES	\$ 9,150	\$ 6,325	\$ 2,825	69.13%
10010170	47706	REGISTRY CMVI	\$ 191,224	\$ 124,335	\$ 66,889	65.02%
TOTAL FINES & FORFEITURES			\$ 300,104	\$ 211,140	\$ 88,964	70.36%

INVESTMENT INCOME

			FY2015 Revenue From Recap	Collections as of 3/31/2015	Uncollected as of 3/31/15	Percent (%) Collected
10010180	48211	INT EARNED ON SAVINGS	\$ 258,014	\$ 169,067	\$ 88,947	65.53%
10010220	49302	PREMIUMS PERM		\$ 297,285	\$ (297,285)	---
TOTAL INVESTMENT INCOME			\$ 258,014	\$ 466,352	\$ (208,338)	180.75%

INTERFUND OPERATING TRANSFERS

			FY2015 Revenue From Recap	Collections as of 3/31/2015	Uncollected as of 3/31/15	Percent (%) Collected
10010190	49724	TRANSFERS FROM OTHER SPEC REV	\$ 335,000	\$ 335,000	\$ -	100.00%
10010190	49760	TRANSFERS FROM SEWER ENT FUND	\$ 465,030	\$ 465,030	\$ -	100.00%
10010190	49761	TRANSFERS FROM WATER ENT FUND	\$ 789,275	\$ 789,275	\$ -	100.00%
10010190	49770	TRANSFERS FROM RECREATION ENT	\$ 233,600	\$ 233,600	\$ -	100.00%
10010190	49783	TRANSFER FROM TRUST FUNDS	\$ 2,161,096	\$ 2,161,096	\$ -	100.00%
TOTAL INTERFUND OPERATING TRANSFERS			\$ 3,984,001	\$ 3,984,001	\$ -	100.00%

SCHOOL SYSTEM REVENUE

			FY2015 Revenue From Recap	Collections as of 3/31/2015	Uncollected as of 3/31/15	Percent (%) Collected
10010200	43301	ERATE REVENUE	\$ 22,874	\$ 41,548	\$ (18,674)	182%
10010200	43401	TUITION	\$ -	\$ 63,239	\$ (63,239)	---
10010200	43404	MUSIC FEE			\$ -	---
10010200	43406	TRANSCRIPT FEES	\$ 24,960	\$ 1,857	\$ 23,103	7%
10010200	48403	MEDICAID REIMBURSEMENT	\$ 313,828	\$ 134,037	\$ 179,790	43%
10010200	43405	STUDENT PARKING FEES	\$ 12,471	\$ 12,245	\$ 226	98%
10010200	43407	HOMELESS STUDENT TRANSPORTATION		\$ 37,460	\$ (37,460)	---
TOTAL SCHOOL REVENUE			\$ 374,132	\$ 290,386	\$ 83,746	77.62%

MISCELLANEOUS NON-RECURRING REVENUE

10010090	43300	MISC NON-RECURRING REVENUE		\$ 690,985	\$ (690,985)	---
TOTAL MISC NON-RECURRING REVENUE REVENUE			\$ -	\$ 690,985	\$ (690,985)	---

GRAND TOTAL GENERAL FUND REVENUE			\$ 179,639,304	\$ 136,797,837	\$ 42,841,467	76.15%
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FY2015 3rd Quarter Enterprise Funds Revenue Report (as of 4/6/15)

SEWER MUNICIPAL REVENUES						
			FY2015 Revenue Estimates	Collections as of 3/31/2015	Uncollected	Percent Collected
60010500	42101	SEWER USER CHARGES	\$ 9,126,551	\$ 5,400,298	\$ 3,726,253	59.17%
		SEWER NON-RATE REVENUE	\$ 341,067	\$ 343,939	\$ (2,872)	100.84%
		RETAINED EARNINGS	\$ 50,000	\$ 50,000	\$ -	100.00%
TOTAL SEWER			\$ 9,517,618	\$ 5,794,236	\$ 3,723,382	60.88%

WATER MUNICIPAL REVENUES						
			FY2015 Revenue Estimates	Collections as of 3/31/2015	Uncollected	Percent Collected
61010500	42102	WATER USER CHARGES	\$ 8,481,881	\$ 6,691,582	\$ 1,790,299	78.89%
		WATER NON-RATE REVENUE	\$ 289,000	\$ 281,363	\$ 7,637	97.36%
		RETAINED EARNINGS	\$ 500,000	\$ 500,000	\$ -	100.00%
TOTAL WATER			\$ 9,270,881	\$ 7,472,945	\$ 1,797,936	80.61%

RECREATION REVENUES						
			FY2015 Revenue Estimates	Collections as of 3/31/2015	Uncollected	Percent Collected
70010500	42450	RECREATION USER CHARGES	\$ 884,816	\$ 554,233	\$ 330,583	62.64%
70010500	42470	GOLF USER CHARGES	\$ 816,800	\$ 451,226	\$ 365,575	55.24%
70010500	48211	INT EARNED ON SAVINGS	\$ 5,100	\$ 2,081	\$ 3,019	40.80%
		RECREATION NON-FEE REVENUE			\$ -	---
		RETAINED EARNINGS	\$ 375,000	\$ 375,000		100.00%
TOTAL RECREATION			\$ 2,081,716	\$ 1,382,539	\$ 699,177	66.41%

TOTAL ENTERPRISE FUNDS REVENUE			\$ 20,870,215	\$ 14,649,720	\$ 6,220,495	70.19%
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AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE:

4/29/2015

PRESENTER:

Joe Pato

ITEM NUMBER:

I.4

AGENDA ITEM TITLE:

Discussion of School District Building Projects Plan (30 min.)

SUMMARY:

You will discuss the school district building projects plan, the current status and outline of how the process will unfold, including:

- design and engineering process
- evaluation criteria
- mini-summits
- summits
- decision process
- communication plan

RECOMMENDATION / SUGGESTED MOTION:

FOLLOW-UP:

APPROXIMATE TIME ON AGENDA:

7:40 PM

ATTACHMENTS:

Description	Type
 Update on School Facilities Capital Projects	Backup Material



TOWN OF LEXINGTON
Department of Public Facilities

Patrick W. Goddard
Director of Public Facilities

Tel: (781) 274-8958
Email: pgoddard@lexingtonma.gov

April 23, 2015

To: Paul Ash

From: Pat Goddard

Re: Update on School Facilities Capital Projects

Paul,

Special Town Meeting on March 23, 2015 appropriated funds for two School Facilities Capital Projects that support the schools growing enrollment. I would like to update you on progress on these projects since Town Meeting voted.

Town Meeting appropriated \$4,080,000 to continue the development of various school-building projects in response to ongoing and future overcrowding issues. The specific objectives of this phase are outlined in the February 25, 2015 Consensus Plan.

The Consensus Plan was based on information provided in the excellent January 28, 2015 Lexington Public Schools Master Plan by Symmes Maini & McKee Associates (SMMA.) The Permanent Building Committee and the Department of Public Facilities issued a Request for Qualifications to select the designer that was best qualified for the next phase of the project. We were fortunate to receive qualifications from two excellent firms, SMMA and DiNisco Design Partnership (DDP.) The selection committee ranked DDP number one and recommended that Town begin contract negotiations, and we have successfully contracted DDP.

A Request for Qualifications was also issued for Project Management Services, and Hill International was ranked number one and has also been contracted for this project. Hill is developing a project website, and we should be able to provide a link to this site early the week of April 27.

The project team quickly mobilized after the vote of Town Meeting. A project overview was presented to the Town of Lexington Design Review Team (Planning, Recreation, Building Department, Police, Fire, and Conservation) and to the Superintendents Administration Council on April 7 to provide a broad overview to many key stakeholders.

In addition, school based meeting have been conducted at Children's Place, Bowman, Bridge, Fiske, Clarke, and Diamond and are planned for Tuesday the 28th at Harrington and Hastings.

These meetings have been very informative in further developing the educational needs reflected in space additions from the Consensus Plan.

In addition to meeting with the school administrations, the design team consultants are examining and verifying the buildings and grounds conditions at each site. In some locations, this will require test pits and borings being conducted at the schools. This work will be coordinated with the school administrations and supervised by the project team.

The project team is scheduling public forums to seek input from the school communities and provide information on the project. We have scheduled a Middle School Meeting for May 4 at Clarke Middle School and a Hastings meeting on May 12 at Hastings. We are also planning a joint meeting for the four elementary school and Children's Place between May 4 and March 13.

We have also scheduled presentations to School Committee on May 19 and June 16 and monthly project reviews at the Permanent Building Committee meetings, which next meets on May 14.

As the project work continues, more staff level meetings will be conducted with the schools, including traffic plan reviews with Mary Ellen Dunn.

The second appropriation at Special Town Meeting on March 23 was a supplemental appropriation for the Lexington High School Prefabricated Building. The general contractor has mobilized at the High School and has begun demolition and excavation for creating the foundation for the modular building.

Let me know if you have any questions,

Pat

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE: **PRESENTER:** **ITEM**
4/29/2015 Carl F. Valente; Jon Himmel, Chair, PBC; Pat Goddard, Public **NUMBER:**
Facilities Director I.5

AGENDA ITEM TITLE:

Review Draft - Roles and Responsibilities of Permanent Building Committee (10 min.)

SUMMARY:

The Town's bylaw establishing the Permanent Building Committee (PBC) provides limited detail on which construction/renovation/rehabilitation projects will be overseen by the PBC. Further, the Town established the Facilities Department in 2007, after the PBC bylaw was created. Projects that are new construction, additions or renovations tend to be under the jurisdiction of the PBC. Projects that are rehabilitation (system upgrades such as the Cary Memorial Building project) tend to be under the jurisdiction of the Facilities Department. This division of project management has been by practice rather than a result of an agreed upon guideline. This approach has also helped to balance the workload of the PBC. The PBC has drafted a document to clarify their roles and responsibilities. Once the Board of Selectmen has provided its input on this draft document, the PBC will make any revisions and discuss it with the School Committee before finalizing it.

RECOMMENDATION / SUGGESTED MOTION:

NA

FOLLOW-UP:

Pat Goddard and the PBC will make any revisions based on the Selectmen's comments and then review the document with the School Committee.

APPROXIMATE TIME ON AGENDA:

8:10 PM

ATTACHMENTS:

Description	Type
<input type="checkbox"/> PBC Bylaw	Backup Material
<input type="checkbox"/> Proposed Roles and Responsibilities of PBC	Backup Material

Chapter 29: COMMITTEES

Article VI: Permanent Building Committee

[Added 3-30-1970 ATM by Art. 109; amended 4-24-1974 ATM by Art. 89]

§ 29-21 Membership; terms of office.

[Amended 4-4-1973 ATM by Art. 83; 4-8-1974 ATM by Art. 70; 5-3-1982 ATM by Art. 48; 3-21-2011 ATM by Art. 29]

The Town shall have a Permanent Building Committee consisting of seven full members and two associate members, who shall be registered voters of the Town appointed for terms of three years each, the terms of no more than three of which shall expire in any one year. No full or associate member of the Committee shall be a Town officer or Town employee. The Chairman shall designate an associate member to sit on the Committee for specific projects, in case of the absence, inability to act, conflict of interest, or at the request of a full member. When designated by the Chair to sit on the Committee for a specific project, the associate member shall have the same voting rights as a full member.

- A. On or before the first day of July in each year the Town Manager shall appoint to the Committee two full members and one associate member, or three full members (as the case may be) to serve until June 30 in the third year thereafter and until his successor is appointed and qualified. The adoption of this by-law shall not affect the term of any member of the Permanent Building Committee as constituted and existing on the effective date of this by-law. Any vacancy in the Committee shall be filled by appointment by the manager and the member so appointed shall serve for the unexpired term of his predecessor. If any regular member of the Committee ceases to be a resident of the Town, or accepts any position that would have made him ineligible for appointment to the Committee, he shall forthwith cease to be a member of the Committee. The Committee shall choose its own officers.
- B. The board or committee for which a structure, recreational facility, or building is being planned or constructed shall appoint not more than two representatives to the Committee who shall be entitled to participate in the activities of the Committee and vote on matters affecting the particular project for which they are so appointed. Such appointed members shall be voters of the Town and shall serve only for the time during which the Committee is exercising its function with respect to such project. No such appointed member of the Committee shall be a Town employee.

§ 29-22 Powers and duties.

When authorized by the Town, the Permanent Building Committee shall have general supervision over the design and construction of public structures, recreational facilities and buildings including the authority to employ professional assistants, to obtain bids, and to enter into contracts on behalf of the Town for preparation of plans and specifications, and for the construction, remodeling, alteration or renovation, including equipping and furnishing, of buildings and other structures and recreational facilities. The plans and specifications for all such construction, equipping and furnishing shall in each instance be subject to the approval of the board or committee for which such building or recreational facility is being planned or constructed. The Committee may make recommendations and reports to the Town from time to time and shall make an annual report of its activities and recommendations to be published in the Annual Town Report.



TOWN OF LEXINGTON

Permanent Building Committee

Permanent Members

Jon Himmel, Co-Chairman , Eric Brown, Co-Chairman
Peter Johnson, Dick Perry, Carl Oldenburg, Philip Coleman, Charles Favazzo

Project Specific Members

School Projects: Lee Noel Chase

To: Carl Valente

From: Permanent Building Committee
Public Facilities Staff

Subject: Recommended changes to / clarification of Roles & Responsibilities for the Permanent Building Committee with respect to Town Building Projects

Purpose: Codify the roles and responsibilities of DPF relative to the PBC by having DPF perform the specific day to day type tasks and make the PBC's role more strategic in nature.

Background: Since 1970 the Permanent Building Committee (PBC) has provided "general supervision over the design and construction of public structures, recreational facilities, and buildings." Prior to 2007, consultants were hired by the Town and managed by the PBC to perform the day to day management on projects such as the combined DPW/DPF facility, the library, and school projects. In 2007, the Department of Public Facilities (DPF) was created, and DPF has been providing professional staff on Town projects to administer the various contracts for designing and constructing such projects as the renovation of the Bridge and Bowman Schools, and construction of a new Estabrook School.

PBC members and DPF staff have worked collaboratively over the last seven years and delivered quality building projects, on time and on budget. Through this process there has been discussion on how best to utilize the skills, knowledge, and experience of the PBC volunteers and the fulltime DPF professional staff, particularly with the increasing number of projects already in process (Cary Memorial Building, Community Center, LHS Modular Building Phase 1) and in the near future (LHS Modular Building Phase 2, Fire Station, Hastings School and numerous other school projects)

Recommendations:

Any high visibility project or a project with estimated total cost exceeding \$3 million, which will require the services of an Architect, will be discussed at a meeting of the PBC to discuss how to best utilize the PBC as a resource on the project. Unless otherwise directed by the Town Manager, this discussion will result selecting one of the following three options: to not utilize the PBC, to utilize the PBC in a strategic, consulting role or PBC will be actively engaged as follows:

1. **Project Definition Stage:** When a need is identified by the Town Administration, the DPF and the PBC will collaborate with the Administration and the user group as to how best pursue solving the need. The PBC will review, comment and recommend approval of Project Scope.
2. If the next step is to hire an outside consultant to provide programming and / or planning services and / or feasibility study, and it is determined that the PBC will be involved on this project, the PBC will be party to the selection of the consultant. The PBC may assist with the RPF/Q and review the accompanying, draft contract.
3. As the consultant engages the town in the process, the DPF will manage the process on a day by day basis while the PBC will be involved to guide and help direct the process. The DPF and PBC will review the consultant's recommendations, provide feedback for updating of report, and provide the

report with appropriate recommendations to the user group. The user group will also provide feedback, the report may require updating, and then a final report will be prepared for approval as the basis of design.

The approved, fully delineated consultant recommendations including costs will serve as the basis for proceeding with and evaluating the next phases of work. The user group, DPF, and the PBC will evaluate the consultant's performance prior to authorizing that consultant to proceed with the next phase.

4. If the next step is to hire a different outside consultant to engage in the subsequent design process, the PBC will be involved in the selection of the consultant including the review of the RFP/Q etc.
5. When a project proceeds with the full design process (Schematic Design, Design Development, Construction Documents), the PBC will continue to guide and strategically direct the process. The approved, fully delineated consultant recommendations from the programming/planning phase [plus any approved amendments] will serve as the basis for the full design process. If the Scope of work changes or needs to change because of estimated cost overrun, the PBC will be alerted. If value engineering is needed, the recommendations will be brought to the PBC for review, discussion and refinement and then PBC recommendations provided to the user group. The PBC has an expressed interest in being involved in the design review, adherence to program, phasing, schedule, cost control, procurement approach [chapter 149 or 149A] and bidding strategies including bid alternates and unit prices. The DPF will review the documentation in detail and the PBC will review the documentation more globally and recommend that the project proceed to the bidding phase.
6. Upon completion of the design process, the DPF will conduct the bidding / contractor selection process with PBC oversight.
7. During the construction phase, the DPF will report the progress of the job to the PBC at its monthly meetings consistent with what OPMs provide. In general, the PBC will no longer be responsible for approving change orders, payment requisitions, and consultant invoices. These day to day tasks will be performed by the DPF. The DPF in its report will make this financial information available for review and comment by the PBC, including any changes in scope. Any changes in the scope of work exceeding 25k shall be brought to PBC for prior approval. The PBC will remain informed in overall performance of the contractor and the project with particular attention to schedule progress, quality of work, adherence to scope, any and all issues of significance, and cost control.
8. DPF will be primarily responsible for project closeout, follow-up warrantee work, and scheduling final Commissioning Agent reviews prior to the expiration of the project warrantees.

We also expect that this overall strategy may need adjustment from time to time as PBC members and DPF staff transition. Implementation of these recommendations may require changes to the by-laws and Town policies and procedures.



Eric Brown, PBC Co-Chair



Jon Himmel, PBC Co-Chair



Pat Goddard, DPF Director

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE: **PRESENTER:**

4/29/2015 Carl F. Valente, Town Manager; Melisa Tintocalis, Economic
Development Director

**ITEM
NUMBER:**

I.6

AGENDA ITEM TITLE:

Payment in Lieu of Parking (PILOP) Framework (15 min.)

SUMMARY:

During the discussion of the 21 Muzzey Street special permit application, the Board of Selectmen proposed that Center redevelopment projects that cannot meet the Zoning bylaw parking requirement have, as an alternative, the option of making a payment in lieu of parking (PILOP) to the Town, with such funds to be used by the Town to manage the Center parking and create additional Center parking. Staff has begun to draft a PILOP policy and/or bylaw and has prepared a general framework for this policy/bylaw. Prior to discussing this framework with the Planning Board and Center Committee, staff would like input from the Board of Selectmen.

RECOMMENDATION / SUGGESTED MOTION:

NA

FOLLOW-UP:

Staff will continue to develop this policy/bylaw with the input of the Planning Board and Center Committee.

APPROXIMATE TIME ON AGENDA:

8:20 PM

ATTACHMENTS:

Description	Type
 Draft PILOP Framework	Backup Material

PILOP FRAMEWORK

Goals of Lexington PILOP

- Encourage shared parking
 - In public lots
 - In private lots
- Encourage all-day/employee parking outside the heart of the Center
- Establish certainty and consistency for developer and tenants
- Secure reasonable compensation from private sector for Town to manage parking when parking requirements are not met
- Provide options for meeting parking needs that maintain a high level of design and walkability [that do not degrade Center appeal]
- Simple payment: One-time payment for simplicity and certainty
- Prevent parking requirements from limiting reinvestment

When does PILOP apply?

When an applicant/developer cannot [does not want] to provide the total minimum number of parking spaces required for the PROJECT either 1) on-site or 2) owned or 3) leased off-site – a one-time payment to the Town would be made as compensation for the waived parking spaces.

PROJECT Being:

- Change in Use in a building (all or part of)
- Expansion of an existing building
- Reconstruction/Redevelopment
 - Demo and New Construction (same square footage)
 - Demo and New Construction (net new square footage)

Mechanics of a PILOP

- When is the payment due?
 - ½ at issuance of building permit and ½ at Certificate of Occupancy
 - 100% at building permit
 - 100% at Certificate of Occupancy
- No refunds?
 - Change of use that requires less parking
 - Change of SF – (reduction for some reason)
- How would the number be determined?
 - Required parking study – who reviews?

How will the funds be used

- What is the Calculation

Ad hoc Grain Mill Alley Steering Committee
Committee Charge
April 2015

Members: Seven
Appointed by: Members and Chair Appointed by Board of Selectmen
Length of Term: Ad hoc Committee; Work Completed within One Year
Staff: Economic Development Director
Liaisons: Representatives of 1761 Mass Avenue (Bank of America); 1775 Mass Avenue (Condo Association); Historic Districts Commission

Committee Charge

The Ad hoc Grain Mill Alley Steering Committee (GMASC) shall work to develop a conceptual design, supported by the abutting property owners, which enhances the alley's aesthetic, offers new utility, and improves the safe passage of pedestrians between the bikeway and the Center's retail corridor. To that end, the Committee shall work with the property owners at 1761 and 1775 Mass Avenue and the Historic Districts Commission (liaisons to the Committee) to develop an agreed upon concept design and make a final recommendation to the Board of Selectmen, preferably by November 2015 such that final design and construction funding can be included in the FY17 capital budget request.

The Grain Mill Alley Steering Committee will also consider:

- Installing temporary street furniture, objects, and/or lighting that would further the design development by field testing and measuring the use before and after the installation. This effort is expected to occur between June and September, 2015.
- Developing a final landscape design recommendation for the three sections of the alley: 1) the intersection at the bikeway, 2) the area between the two buildings, and 3) public right of way at Mass Avenue (in consultation with the DPW/Center Streetscape project).
- Comments and recommendations of Historic Districts Commission.

Membership

Members of the Committee may represent:

1. Board of Selectmen
2. Lexington Center Committee
3. Bicycle Advisory Committee
4. Planning Board
5. Design Advisory Committee
6. Arts Community
7. Youth of the Community
8. Tourism/Visitor Community

Prior to serving as a member of this Committee, appointees are required to:

1. Acknowledge receipt of the Summary of the Conflict of Interest Statute. Further, to continue to serve on the Committee the member must acknowledge annually receipt of the summary of the Conflict of Interest Statute. Said summary will be provided by and acknowledged by the Town Clerk.
2. Provide evidence to the Town Clerk that the appointee has completed the on-line training requirement required by the Conflict of Interest Statute. Further, to continue to serve on the Committee, the member must acknowledge every two years completion of the on-line training requirement.

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE:

4/29/2015

PRESENTER:

Joe Pato

ITEM NUMBER:

I.8

AGENDA ITEM TITLE:

Review Center Streetscape Plan for May/June Public Meeting (5 min.)

SUMMARY:

The Board will review the plan for a late May/ early June public meeting and consider a possible date to provide to residents notice well in advance.

The Board will also discuss the format for the first meeting suggested to be an information session following the process used for the December Tax Assessments meeting.

RECOMMENDATION / SUGGESTED MOTION:

FOLLOW-UP:

APPROXIMATE TIME ON AGENDA:

8:50 PM

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Proposed PUBLIC Input Process for Center Streetscape	Cover Memo



Town of Lexington

Town Manager's Office

Carl F. Valente, Town Manager
Linda Crew Vine, Deputy Town Manager

Tel: (781) 698-4540
Fax: (781) 861-2921

Center Streetscape Project Proposed Board of Selectmen and Public Input Process for Continuing Design Work

1. **May-June 2015:** Board of Selectmen Presentation and Public Meeting to:
 - Review options previously considered for design of Woburn Street/Mass. Avenue intersection and review remainder of project (to Meriam Street).
 - Review data considered in evaluating design options.
 - Review and respond to questions and suggestions made by Town Meeting Members.
 - Solicit other ideas and questions regarding design.

2. **October 2015:** Board of Selectmen Presentation and Public Meeting to:
 - Respond to ideas and questions proposed at May-June BOS and Public Meeting.
 - Present other aspects of project (e.g., traffic lane changes; crosswalk locations, sidewalk materials; lighting options; street furniture; plantings)

3. **November 2015:** Board of Selectmen Presentation and Public Meeting to:
 - Respond to ideas and questions from October BOS and Public Meeting.
 - Selectmen to consider whether Streetscape design should be presented to a fall 2015 Special Town Meeting or 2016 Annual Town Meeting.

Notes:

1. DPW recommends that work by BETA, the engineering consultant, be temporarily suspended until it can be determined whether the scope of this project will be changed.
2. Above activities are not currently within the scope of BETA's contract. Additional funds may be required for this contract, depending on the final agreed scope of the design.
3. Town Manager, in consultation with the Chief Information Officer, will propose to the Selectmen a public outreach process to better engage Town Meeting Members, abutters and interested citizens.
4. Any material change in the project design will likely result in project construction, if funded at a fall 2015 Special Town Meeting or 2016 Annual Town Meeting, being delayed until the 2016 or 2017 construction season, respectively.

Submitted by:

Carl F. Valente, Town Manager
Bill Hadley, DPW Director
John Livsey, Town Engineer

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE:

4/29/2015

PRESENTER:

Joe Pato

ITEM NUMBER:

I.9

AGENDA ITEM TITLE:

Noise Advisory Committee Recruitment and Interim Process (5 min.)

SUMMARY:

The Noise Advisory Committee has only one member and his term expires in September 2015. The Board needs to recruit participants and the Chairman would like to “formalize” the process for reviewing noise complaints until we have an operational committee. From last week’s noise complaint, Mr. Kelley, as the Noise Advisory Committee liaison, was asked to handle the complaint. It is recommended that there should be a second member of the Board tasked to work on recruitment and reviewing complaints with the existing member of the committee until we again have an operational appointed committee.

RECOMMENDATION / SUGGESTED MOTION:

FOLLOW-UP:

APPROXIMATE TIME ON AGENDA:

8:55 PM

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Noise Committee Members	Backup Material
<input type="checkbox"/> Noise Committee Charge	Backup Material
<input type="checkbox"/> Noise Special Permit Application	Backup Material

NOISE ADVISORY COMMITTEE

Members:	5
Appointed By:	Board of Selectmen
Length of A Member's Term:	3 years, staggered
Appointments Made:	September 30
Meeting Times:	As Posted

Description: The Noise Advisory Committee shall advise the Selectmen on issues related to the noise by-law. The Committee is charged with annually reviewing the entire noise by-law, monitoring its efficacy and suggesting updates to the noise by-law and the regulatory process that would establish and maintain noise standards throughout the community; recommend amendments to the by-laws and regulations and, if required, propose appropriations so that the noise by-law and the related set of regulations can be effectively implemented and administered.

The Noise Advisory Committee shall work closely with other Town committees, town departments and with the neighborhoods dealing with noise related problems, including providing technical assistance where appropriate, and shall coordinate its efforts with the Hanscom Field Towns (HATS) Environmental Subcommittee on such issues as the location of Hanscom noise monitors and aircraft engine run-up problems.

The Committee shall review on a quarterly basis all the recorded complaints and the filed complaint forms concerning disturbing noise, and report to the Selectmen areas of concern. The Selectmen may refer to the committee for review all requests for exemptions and Special Permits, and after consultation with the Selectmen and proper notice by the Selectmen to the affected parties, hold public meetings, conduct site visits if appropriate, and make recommendations to the Board of Selectmen.

Criteria for Membership: The Noise Advisory Committee will include seven members at-large from the various geographic areas of the community and liaisons from the Board of Selectmen, Planning Board, Board of Health, HATS Environmental Subcommittee and the Chamber of Commerce, or their designee.

Ref.: Revised charge adopted by the Selectmen on January 12, 2004.

Board of Selectmen voted to designate as Special Municipal Employees on 1/18/06.

Revised charge adopted by the Selectmen on December 21, 2011.

Revised charge adopted by the Selectmen on January 23, 2012, revising membership to 5.



Town of Lexington, Massachusetts

OFFICE OF SELECTMEN

TEL: (781) 698-4580
FAX: (781) 863-9468

Checklist for Special Permit Application Under the Noise By-law

Items needed from applicant

- ❖ Application - filled out completely (1 original and 5 copies)
 - Plot Plan - certification not required
 - Property owner's written consent (if other than applicant)
 - Certified Abutters List from assessors office (along with the certified abutters list the applicant needs to submit 2 sets of mailing labels for all abutters on the list in the order that the list was generated.)
 - Signed authorization permitting direct invoicing to the applicant for the cost of publication of hearing notification in newspaper
 - Letters of support from abutters (not mandatory)
- ❖ A check made out to the Town of Lexington for the fee that is appropriate for the requested hearing

**RULES AND REGULATIONS FOR APPLICATION
FOR A SPECIAL PERMIT UNDER THE NOISE BY-LAW**

Section 1 - APPLICATION FORM

Every application for a special permit or renewal of a Special Permit under the Noise By-Law shall be submitted to the Board of Selectmen on an official form. These forms shall be furnished by the Selectmen's Office upon request. Any communication, purporting to be an application, shall be treated as mere notice of intention to seek relief, until such time as it is made on the official application form. All the required information shall be furnished by the applicant in the manner prescribed herein.

Section 2 - FILING PROCEDURE

Application for a special permit or renewal of a special permit: One (1) original and five (5) copies shall be filed with the Board of Selectmen.

Prior to filing with the Selectmen's Office, all applications for special permits should first be reviewed by the Clerk of the Board of Selectmen to assure compliance with the law and these filing Regulations of the Board.

Section 3 - PLOT PLAN TO ACCOMPANY PETITION

The applicant shall submit a plan of the property referenced within the application for the Special Permit or the renewal thereof, indicating the location of the noise source within the said property including height from the ground and distance from the lot lines. The plot plan shall identify the zoning classifications of the applicant's property and of neighboring properties. If the Special Permit is requested for multiple noise sources, then the location of each source must be specified separately on the plan. The plot plan does not need to be certified.

The size of the plan shall be no smaller than 8.5"x11", nor larger than 11"x17" drawn to scale; it shall have a north point, names of streets, zoning districts, names of owners of adjoining properties, property lines and location of buildings on adjacent properties. The location(s) or area where noise will be generated and for which the permit is being requested and distances from adjacent buildings and property lines should be verified in the field and shown on the plan.

Section 4 - FINANCIAL HARDSHIP

The applicant shall file a detailed explanation of how the cost of compliance with the Noise By-law, without the relief requested in the Special Permit, will cause the applicant excessive financial hardship.

Section 5 - PROPOSED NOISE IMPACTS

The applicant shall describe in detail the reason(s) for seeking the Special Permit or renewal of the Special Permit, the expected deviations from the permitted noise standards, the frequency of operations, the hours of the day and the season involved.

The applicant shall file a detailed explanation of what noise impacts (for example, noise level and duration) can be expected by the abutters, in excess of those permitted by the Noise By-law, if the application for Special Permit were granted. Deviations in excess of the described conditions can result in revocation of any permit issued.

Section 6 - NOTIFICATION OF ABUTTERS

Notification shall be sent by the Selectmen's office to all property owners located within 300 ft from the property containing the noise source. A certified abutters' list shall be prepared by the assessors' office. Notification by publication shall also be sent by the Town to a newspaper of general circulation in Lexington once in each of two successive weeks preceding the hearing. The cost of the preparation of the list and of the newspaper notification shall be borne by the applicant. The applicant shall complete a form authorizing the newspaper to invoice the applicant for the cost of publication.

Section 7 - FEES

All applications shall be accompanied by a check, payable to the Town of Lexington, for the filing fee as determined by the Board of Selectmen. Filing fees are non-refundable.

TOWN OF LEXINGTON BOARD OF SELECTMEN
APPLICATION FOR SPECIAL PERMIT UNDER THE NOISE BY-LAW

This application must be completed, signed and submitted with the filing fee by the applicant or his/her representative in accordance with the Rules and Regulations For the Application For Special Permit Under the Noise By-law (see other side of this application). The applicant is advised to review the Lexington By-law prior to filing this application.

Location of Property (street and number) : _____

Name and Address of Applicant _____

Tel. No. _____

Applicant is: Owner ___ Tenant ___ Agent/ Attorney ___ Prospective Purchaser ___

Property Owner's Name/ Address (if not applicant): _____

Tel. No. _____

Date Deed recorded: _____ Middlesex So. Registry of Deeds: Book _____ Page _____

Characteristics of property: Lot Area _____ Actual Lot Frontage _____

Lexington Assessors' Map No. _____ Lot No. _____ Zoning District _____

Permitted Use:

Present use:

Application is for:

_____ A special permit in accordance with Noise By-law

_____ Renewal of a special permit in accordance with Noise By-law

Required Attachments:

- a) Attach a detailed description of the noise generating activity. Describe in detail the reason(s) for seeking the Special Permit or renewal of the Special Permit, the expected deviations from the permitted noise standards and the frequency of operations generating the noise in excess of allowed standards under the Noise By-law, including the hours of the day, the days of the week and the season of the noise generating activity.

- b) Attach a description of and quantify the expected impacts on the abutters, if the application were granted.
- c) Attach an explanation of the financial hardship, if the application were not granted.
- d) Attach property owner's written consent (if other than applicant).
- e) Plot Plan.
- f) Certified abutters list.
- g) Letters of support from abutters (not mandatory).

APPLICANT OR REPRESENTATIVE MUST ATTEND THE PUBLIC HEARING.

Signature of Applicant (or representative)_____

Address if not applicant_____

Telephone number where applicant may be reached during the day_____

Schedule of Filing Fees:

Filing fees shall be set by the Board of Selectmen.

	Residential	Non-residential
Special Permit	\$_____	\$_____
Renewal	\$_____	\$_____



Town of Lexington, Massachusetts

OFFICE OF SELECTMEN

DEBORAH N. MAUGER, CHAIRMAN
PETER C.J. KELLEY
NORMAN P. COHEN
HANK MANZ
GEORGE A. BURNELL

TEL: (781) 862-0500 x208
FAX: (781) 863-9468

DATE: _____

TO: BEACON COMMUNICATIONS
LEGAL NOTICE DEPARTMENT

I HEREBY AUTHORIZE Beacon Communications to bill me directly for the legal notice published twice in the Lexington Minuteman for a public hearing with the Lexington Board of Selectmen regarding property at

_____.

SIGNATURE: _____

Please print where to send the bill to:

Name: _____

Street Address: _____

City/Town: _____

State: _____ Zip Code _____

Day-time Telephone Number _____

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

<u>DATE:</u>	<u>PRESENTER:</u>	<u>ITEM NUMBER:</u>
4/29/2015	Joe Pato	I.10

AGENDA ITEM TITLE:

Selectmen Committee Appointments/Resignation (5 min.)

SUMMARY:

Historic Districts Commission

Dan Griffin submitted his resignation from the Historic Districts Commission, which is a Selectmen appointment. There is also a vacancy on the Associates for the Library to fill. Hoping to be ready to make these two appointments. See attached applicants.

Human Services Committee

Stephanie Lawrence has submitted her resignation.

Registrars of Voters

Jean Barret's term on the Registrars of Voters expired March 31; she is interested in continuing. Letters were sent to both the Republican and Democratic Town Committees requesting nominations for the Registrars of Voters. I received nominations from the Republican Town Committee and the Democratic Town Committee, which are attached.

Permanent Building Committee - Visitor Center Project

The Selectmen need to appoint Visitor Center Project Representatives to Permanent Building Committee.

RECOMMENDATION / SUGGESTED MOTION:

Motion to accept the resignation of Daniel Griffin from the Historic Districts Commission.

Motion to appoint _____ to the Historic Districts Commission, representing the Board of Selectmen, to fill the unexpired term of Daniel Griffin until December 31, 2016.

Motion to appoint _____ to the Historic Districts Commission as an Associate Member, representing the Cary Memorial Library, to fill the unexpired term of Britta McCarthy until December 31, 2018.

Motion to accept the resignation of Stephanie Lawrence from the Human Services Committee, effective September 1, 2014.

Motion to appoint _____ to the Registrars of Voters representing the Republican Town Committee for a term to expire March 31, 2018.

Motion to appoint _____ and _____ to the Permanent Building Committee, representing the Selectmen on the Visitor Center Project.

FOLLOW-UP:

Selectmen's Office

APPROXIMATE TIME ON AGENDA:

9:00 PM

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Dan Griffin Resignation from HDC	Backup Material
<input type="checkbox"/> Ann Eccles Application	Backup Material
<input type="checkbox"/> Robin Lovett Application	Backup Material
<input type="checkbox"/> Historic Districts Commission Member List	Backup Material
<input type="checkbox"/> HDC-Request for Nomination-Library	Backup Material
<input type="checkbox"/> Stephanie Lawrence Resignation Email	Backup Material
<input type="checkbox"/> Human Services Committee Members	Backup Material
<input type="checkbox"/> Republican Nominations for Registrars of Voters- Email	Backup Material
<input type="checkbox"/> Registrars of Voters Member List	Backup Material
<input type="checkbox"/> Request for Nominations Letter for Registrars of Voters	Backup Material
<input type="checkbox"/> Democratic Nominations for Registrars of Voters-Email	Cover Memo



Town of Lexington, Massachusetts

OFFICE OF SELECTMEN

JOSEPH N. PATO, CHAIRMAN
PETER C.J. KELLEY
NORMAN P. COHEN
MICHELLE L. CICCOLO
SUZANNE E. BARRY

January 14, 2015

TEL: (781) 698-4580
FAX: (781) 863-9468

Norman Cohen
Library Trustees
Cary Memorial Library
1874 Massachusetts Avenue
Lexington, MA 02421

Dear Mr. Cohen:

Ms. McCarthy was appointed as a full member of the Historic Districts Commission, representing the Cary Memorial Library on January 12, 2015, which leaves an opening for an associate member appointed by the Library.

Pursuant to Section 4 of Chapter 447, Acts of 1956, we request that one nomination be submitted for this associate member appointment. Please send us a letter with your recommended nominee, including a resume, at your earliest convenience.

Do not hesitate to call the Selectmen's Office if you have any questions.

Very truly yours,

Lynne A. Pease
Executive Clerk

LAP



Town of Lexington, Massachusetts

OFFICE OF SELECTMEN

JOSEPH N. PATO, CHAIRMAN
PETER C.J. KELLEY
NORMAN P. COHEN
MICHELLE L. CICCOLO
SUZANNE E. BARRY

January 7, 2015

TEL: (781) 698-4580
FAX: (781) 863-9468

Jesse F. Segovia, Chairman
Lexington Republican Town Committee
7 Pheasant Lane
Lexington, MA 02421

Dear Mr. Segovia:

Pursuant to Massachusetts General Laws, Chapter 51, Section 15, I am writing on behalf of the Board of Selectmen to request three (3) nominations from your party's Town Committee for Registrars of Voters.

Jean Barrett's (R) term expires March 2015 and she is interested in being reappointed. Current membership consists of two Republicans, one Democrat and the Town Clerk. Massachusetts General Laws, Chapter 51, Section 15 reads:

"As the terms of the several registrars expire, and in case a vacancy occurs in the board of registrars of voters, the selectmen or the appointing authority shall so appoint their successors that as nearly as possible the members of the board shall represent the two leading political parties, as defined in section one of chapter fifty; provided, that a city or town clerk need not be enrolled in a political party; and provided further, that in no case shall an appointment be made as to cause a board to have more than two members, including the city or town clerk, of the same political party. Every such appointment shall be made in a town by the selectmen or the appointing authority from a list to be submitted to them by the town committee of the political party from the members of which the position is to be filled, containing the names of three enrolled members of such party resident in the town, selected by a majority vote at a duly called meeting, at which a quorum is present, of such committee; and every member of a board of registrars of voters shall serve until the expiration of his term and until his successor has qualified; provided, however, if the chairman of the town committee has not submitted such list to the selectmen or the appointing authority within forty-five days after a notification to said chairman by certified mail, the selectmen or the appointing authority shall make said appointment without reference to such a list."

Please submit the three (3) nominations by March 6, 2016 to allow the Selectmen enough time to make the appointment prior to March 31. We look forward to hearing from you. Please call if you have any questions.

Sincerely,

Lynne A. Pease
Executive Clerk

lap
cc: Nathalie Rice, Town Clerk



Town of Lexington, Massachusetts

OFFICE OF SELECTMEN

JOSEPH N. PATO, CHAIRMAN
PETER C.J. KELLEY
NORMAN P. COHEN
MICHELLE L. CICCULO
SUZANNE E. BARRY

TEL: (781) 698-4580
FAX: (781) 863-9468

January 7, 2015

Melanie Thompson, Co-Chair
Democratic Town Committee
360 Lowell Street
Lexington, MA 02420

Gordon M. Jones, III, Co-Chair
Democratic Town Committee
8 Rowlands Avenue
Lexington, MA 02421

Dear Ms. Thompson and Mr. Jones:

Pursuant to Massachusetts General Laws, Chapter 51, Section 15, I am writing on behalf of the Board of Selectmen to request three (3) nominations from your party's Town Committee for Registrars of Voters.

Jean Barrett's (R) term expires March 2015 and she is interested in being reappointed. Current membership consists of one Republican, two Democrats and the Town Clerk. Massachusetts General Laws, Chapter 51, Section 15 reads:

"As the terms of the several registrars expire, and in case a vacancy occurs in the board of registrars of voters, the selectmen or the appointing authority shall so appoint their successors that as nearly as possible the members of the board shall represent the two leading political parties, as defined in section one of chapter fifty; provided, that a city or town clerk need not be enrolled in a political party; and provided further, that in no case shall an appointment be made as to cause a board to have more than two members, including the city or town clerk, of the same political party. Every such appointment shall be made in a town by the selectmen or the appointing authority from a list to be submitted to them by the town committee of the political party from the members of which the position is to be filled, containing the names of three enrolled members of such party resident in the town, selected by a majority vote at a duly called meeting, at which a quorum is present, of such committee; and every member of a board of registrars of voters shall serve until the expiration of his term and until his successor has qualified; provided, however, if the chairman of the town committee has not submitted such list to the selectmen or the appointing authority within forty-five days after a notification to said chairman by certified mail, the selectmen or the appointing authority shall make said appointment without reference to such a list."

Please submit the three (3) nominations by March 6, 2015 to allow the Selectmen enough time to make the appointment prior to March 31. We look forward to hearing from you. Please call if you have any questions.

Sincerely,

Lynne A. Pease
Executive Clerk

lap
cc: Nathalie Rice, Town Clerk

Lynne Pease

From: Gordon Jones <gjones312@gmail.com>
Sent: Monday, April 27, 2015 10:30 AM
To: Lynne Pease
Cc: melanie thompson; Joe Pato; Judy Moore; marybablitch@gmail.com
Subject: Board of Registrars

Dear Ms. Pease,

In accordance with our earlier discussions, at its meeting on April 23, 2015, the Lexington Democratic Town Committee voted to nominate Judy Moore and Mary Bablitch as candidates to fill any vacancy that may arise on the Lexington Board of Registrars prior to April 1, 2016. It is my understanding that the LDTC will be asked in the regular course to submit a new list of candidates to fill the term on the Board that begins on April 1, 2016 and runs through March 31, 2019.

Thank you for your cooperation in this matter.

Gordon Jones
Co-Chair, Lexington Democratic Town Committee

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE:

4/29/2015

PRESENTER:

Joe Pato

ITEM NUMBER:

I.11

AGENDA ITEM TITLE:

Use of the Battle Green and Musket Fire - Chamber of Commerce Revolutionary Walk (5 min.)

SUMMARY:

Tom Fenn has requested permission to use the Battle Green on Saturday, June 13, 2015, at the beginning and end of a Revolutionary Walk with History. He would also like permission for musket firing on Depot Square. The Town Manager is responsible for approving the request to walk on the sidewalks and the request for store owners to display store goods on the sidewalk. Staff is also reviewing the request.

RECOMMENDATION / SUGGESTED MOTION:

Motion to approve the use of the Battle Green on Saturday, June 13, 2015, at the beginning and end of a "Revolutionary Walk with History" starting at 9:30 a.m. and ending at 4:00 p.m. Also a motion to approve Musket Firing on Depot Square. This request is approved subject to review and approval by the Town Manager and staff.

FOLLOW-UP:

APPROXIMATE TIME ON AGENDA:

9:05 PM

ATTACHMENTS:

Description	Type
 Request from Chamber for RevolutionaryWalk	Backup Material



LEXINGTON
CHAMBER *of* COMMERCE

March 27, 2015

Ms. Lynne Pease, Executive Clerk
Board of Selectmen
Town of Lexington
1625 Massachusetts Avenue
Lexington, MA 02420

RE: Request: June 13th; Special Event; Blanket Sidewalk Permit for
Center Businesses; Lexington Chamber;
"A REVOLUTIONARY WALK WITH HISTORY"

Dear Ms. Pease:

Please accept this letter as my request to appear before the Lexington Board of Selectmen on behalf of the Lexington Chamber of Commerce to request a Special Event Permit for Saturday, June 13, 2015 from 9:30am to 4:00pm.

During the past few months or so I have spoken to representatives of the Economic Development Department, Lexington Historical Society, The Lexington Minute Men Company and His Majesty's 10th Regiment of Foot in America, Inc., regarding an idea for a Lexington Chamber of Commerce sponsored event now called: "A Revolutionary Walk with History".

The idea is for the Lexington Chamber of Commerce to sponsor a walk for families and residents on Saturday, June 13, 2015, (rain date, June 20th) which will include members of both the Lexington Minute Men (dressed in their colonial kit) and His Majesty's 10th Regiment of Foot. This event would start at 9:30am on the Lexington Green, and after a period of time where people can register at a Lexington Chamber of Commerce Table and can purchase a child size Tricorn Hat, thereby choosing either the Brits side (then receiving a red ribbon on their hat), or the LexMM side, (receiving a blue ribbon on their hat). We would all then march/walk with drums and fife (on sidewalks) to the Hancock-Clarke House. While there, we would receive a free, first floor walk through "quick" tour. While some are touring, others will wait, talking to LexMM and Brits, looking at muskets, asking questions etc. Then we would all walk onto the Buckman Tavern, and have a "quick" walk through first floor and tour. Then onto the Center and Depot Square, stopping there and allowing people to get lunch, check out the Shops on the sidewalks, etc. Also, during this time at Depot Square, the Brits. and LexMM can perform musket firings, demonstrations, play music, etc. Sue Bennett suggested that we could do a Brit/LexMM tug of war with the kids per their hat ribbon color choice.

Board of Selectmen;
March 27, 2015;
"Walk with History";
Page 2.

Then around 1:00pm we meet again with all the walkers and families at Depot Square, march under drum and fife onto the Munroe Tavern (all on the sidewalks, both sides), for a "quick" tour there as well. Then after that, back through the Center, shopping etc. and finishing at the Lexington Green.

Therefore, on behalf of the Lexington Chamber and the Businesses in the Center, I request before the Selectmen a "blanket one-day permit" allowing businesses to display their goods on the sidewalks for the day. Once this is allowed by your Board, we will notify the local businesses of this event as well as promotion to our Town residents and the general public.

I am interested in any further ideas, comments, and/or issues you may have or wish to raise so we can successfully all enjoy the day. Again, I thank you for your support and I look forward to working together to make this event happen.

If you have any questions please do not hesitate to contact me.

Very truly yours,

Thomas O. Fenn
Lex. Chamber Board Member

TOF/sc
Economic Development
Lexington Chamber



TOWN OF LEXINGTON Special Event Permit Application

Applicant and Sponsoring Organization Information

Name of Organization / Sponsor: Lexington Chamber of Commerce Non-Profit Profit

Address: 1875 Mass. Ave City: Lexington State: Ma Zip: 02420

Tax ID #: _____ Applicant name: Thomas Fenn

Phone: 781-862-4181 Email: ThomasFennEsq@AOL.com

Web Site: _____

Event Manager: Thomas Fenn Contact Info: 781-862-4181

Other Contact person/s: Molyna Richards Contact Info: 781-862-2480

Event Information

Event Type: Run/Walk Rally Parade School Event
 Concert Festival Political Event Food Truck

Other (specify) Request "Blanket" Side Walk Permit allowing Lexington Center Business for Sidewalk Display

Event Title: "A Revolutionary Walk with History"

Start Date & Time(s): 6/13/15 9:30 AM End Date & Times(s): 6/13/15 4:00 pm

Estimated Attendance: # 100 Admission Fee: 0

Open to the Public: Yes No

Requested Location: Depot Square Visitors Center Lawn Hastings Park
 Hastings Park Gazebo Tower Park Battle Green

Street (specify): Mass Ave and Hancock Street Sidewalk

Other (specify): _____

Set Up Date/Time & Description: 6/13/15 9:00 AM Set up one Table

Breakdown Date /Time & Description: 6/13/15 4:00 PM Take Down one Table

Event Details

Please indicate whether the following items pertain to your event.

YES	NO	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Food Concession and/or Food Preparation
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Please specify method: <input type="checkbox"/> Propane Gas <input type="checkbox"/> Electric <input type="checkbox"/> Charcoal <input type="checkbox"/> Catered <input type="checkbox"/> Other: _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	First Aid Facility (ies) and Ambulance (s)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Banner(s) and/or Sign(s) – requires prior approval
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Street Closure(s) - list streets: _____
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Amplified Sound - <i>If yes please indicate Start Time</i> <u>9:30</u> <i>End Time</i> <u>4:00 pm</u> <i>The Town of Lexington requires that noise levels not exceed 10 or more decibels above the ambient noise between 8:00 p.m. and 7:00 a.m. in a residential or commercial zone.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will your event have Fireworks?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will your event have animals? <i>If yes, specify:</i> <u>Some may bring a dog on a lease</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will your event require lights? <i>If so, specify hours:</i> _____
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will you set up table(s) and/or chair(s)? <i>Approximate number?</i> <u>one Table / 4 chairs</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fencing, Barrier(s) and/or Barricade(s), Traffic Cones
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Does your event require electricity? <i>Source:</i> _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Booth(s), Exhibit(s), Display(s) and/or Enclosure(s)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Canopy (ies) and or Tent(s) - <i>describe dimensions:</i> _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Scaffolding, Bleacher(s), Platform(s), Grandstand(s) or related structure(s)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Container(s) and/or Dumpster(s)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Toilet(s) – <i>approximate number/vendor:</i> _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will you be holding a raffle at your event? <i>Describe:</i> <u>But Selling Trium Hats</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Vehicle(s) and/or Trailer(s) - <i>approximate number:</i> _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sleeping Trailer(s) and/or other accommodations
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stage(s) - <i>indicate dimension:</i> _____
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Entertainment - <i>describe:</i> <u>Minute Men + British Musket Fire + Music</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Amusement Rides - <i>list and describe:</i> _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Inflatable Device(s) – <i>list and describe:</i> _____

Other Permits


Please note that all components of the event are subject to approval by the Town Managers Office and may also require approval by and/or permit(s) from other Town agencies and departments. It is the responsibility of the applicant to secure all necessary Town of Lexington permits, and to submit and payment required for permits.

Insurance Requirements

Evidence of Insurance will be required before final permit approval. Please provide a Certificate of insurance, which shows a minimum of \$1,000,000.00 in Commercial General Liability Insurance and a Policy Endorsement, which indemnifies and holds harmless the Town of Lexington, and all of its agencies and departments. Some events may require a higher limit of insurance. Permittee must list the aforementioned parties as additional insured on their Certificate of Insurance. Each event is evaluated on its risk exposure. Any and all damages resulting from the event are the responsibility of the permittee and the permittee will work through designated staff to determine the most appropriate means for repair. The Town of Lexington is not responsible for any accidents or damages to persons or property resulting from the issuance of this permit.

Affidavit of Applicant

My signature below indicates that everything I have stated in this application is correct to the best of my knowledge. I have read, understand and agree to abide by the policies, rules and regulations of the Town of Lexington as they pertain to the requested usage. The permit, if granted is not transferable and is revocable at any time at the absolute discretion of the Town of Lexington Manager's Office (or designee). All programs and facilities of the Town of Lexington are open to all citizens regardless of race, sex, age, color, religion, national origin or disability.

Signature of Applicant:  Date: 3/27/15

The following is required by your organization to insure the safety and health of all participating in this event: *Note: You do not need to contact the departments below if it is not required.*

YES **NO**

- Police Detail - estimated cost-\$ _____ per/day. Days Required _____ (Contact Police)
Comments: _____
- Fire / Ambulance Detail – estimated cost - \$ _____ per/day. Days Required _____ (Contact Fire)
Comments: _____
- Indoor Rain Space – All organizations must apply and pay fees through the Public Facilities Department
- Field Lining - \$ _____ per/field. Additional fee for layout \$ _____ (Contact Department of Public Works)
- Trash removal - \$ _____ per/day. Days required _____ (Contact Department of Public Works)
- Portable toilets - Number required _____
- Extra waste containers - \$20.00 per day. Days Required _____ (Contact Department of Public Works)
- Temporary Food Permit - \$15.00 (non-licensed) or \$50.00 (Commercial) (Contact Health)
- Raffle Permit/License - (Contact Town Clerk's Office)
- Field Permit - (Contact Recreation)
- Center Complex Lights Permit - (Contact Recreation)

DPW –781-274-8300 * Fire Dept.- 781-862-0272 * Police Dept. - 781-862-1212 * Health Dept. - 781-698-4533 *

Town Clerks Office – 781-698-4550 * Public Facilities Dept. – 781-274-8300 * Recreation Dept. – 781-698-4800 *

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE:

4/29/2015

PRESENTER:

Carl F. Valente

ITEM NUMBER:

I.12

AGENDA ITEM TITLE:

Consider Health Insurance Opt-Out for Town Manager

SUMMARY:

The Board is considering whether to allow the Town Manager to participate in the Town's Health Insurance Opt-Out program. Since health insurance is part of the Town Manager's compensation package, the Ethics Commission has advised the Town Manager that participating in the opt-out program requires consideration and approval by the Board of Selectmen.

RECOMMENDATION / SUGGESTED MOTION:

To (authorize) (not authorize) the Town Manager to participate in the Town's Health Insurance Opt-Out program.

FOLLOW-UP:

APPROXIMATE TIME ON AGENDA:

9:10 PM

ATTACHMENTS:

Description	Type
 Health Insurance Opt Out Form	Exhibit



Town of Lexington
Health Insurance Opt –Out Program Guidelines FY2016

NEW OPTIONAL HEALTH INSURANCE OPT-OUT PROGRAM FOR ACTIVE EMPLOYEES

Beginning on July 1, 2015, employee who have been enrolled in the Town's health insurance program who choose not to enroll on July 1, 2015, will receive an opt-out payment from the Town.

Below are the main features of the Opt-Out program. For additional information, please refer to the Public Employee Committee (PEC) agreement, Section 10, attached.

- The Opt-Out program is available to active employees only.
- The annual Opt-Out incentive payment to the employee is:
 - Family coverage - \$5,000
 - Individual coverage - \$2,500
 - Change from a family coverage to individual coverage - \$2,500
- Opt-out incentive payments will be pro-rated and added to the employee's bi-weekly paycheck. Payments are taxable and not subject to retirement calculations.
- Eligibility Requirements:
 1. Existing Employee Hired Prior to 07/01/2013:
Employees who were enrolled in the Town's health insurance effective 07/01/2013 and have had continual enrollment in the Town's health insurance through 06/30/2015 are eligible to participate beginning on July 1, 2015.
 2. Recent Hire:
Employees hired during the period from 07/01/2013 to 11/17/2014, who enrolled in the Town's health insurance at hire and have had continual enrollment through 06/30/2015 are eligible to participate beginning on July 1, 2015.
 3. New Hire / New Enrollee:
Employees hired on or after 11/18/2014, or those employees who enroll in the Town's insurance as a result of a qualifying event during this period, must be continuously enrolled in the Town's insurance for a minimum of twenty-four (24) months before eligible to receive the Opt-Out incentive.
- For purposes of the Opt-Out program, an active employee is defined as an employee who remains eligible for the employer's contribution rate (excludes unpaid leaves of absences) for health insurance.
- Employees enrolled in GIC insurance must show evidence of alternative insurance coverage for themselves and/or their dependents before they are allowed to Opt-Out of the Town's health insurance. This is a Group Insurance Commission (GIC) requirement.
- If there is a qualifying event in which an employee who has opted-out needs to opt-back into the Town's insurance, the employee will be eligible to do so as long as enrollment is done within the thirty (30) days of the qualifying event. The opt-out payment will stop when the health insurance deductions begin.
- Apart from a qualifying event, any employee who has opted-out can re-enroll in the Town's health insurance during any open enrollment period.
- School department employees who participate in the Opt-Out incentive effective 07/01/2015 and who work a September – June payroll period, will receive the Opt-Out incentive in their paychecks beginning September 2015.

For question, please contact the Town's Human Resources Department at (781) 698-4590.



**Town of Lexington
Health Insurance Opt-Out Program
Fiscal Year 2016**

Employee Name: Carl F. Valente

Current Health Insurance Coverage: Tufts Navigator

Current Health Insurance Coverage Plan Level: Family Plan Individual Plan

Note: If you are enrolled in a GIC health insurance plan, the Group Insurance Commission (GIC) requires proof of other health insurance coverage for you and your dependents (if applicable) PRIOR to terminating health insurance coverage. This is a GIC requirement.

Below is a chart for the opt-out program amount per payroll:

Plan	26 payrolls	22 payrolls	21 payrolls
Family to No Insurance Coverage - \$5,000	\$192.31	\$227.28	\$238.10
Individual to No Insurance Coverage - \$2,500	\$96.15	\$113.64	\$119.05
Family to Individual Insurance Coverage - \$2,500	\$96.15	\$113.64	\$119.05

Return this completed form to the Town's Human Resources Department with proof of alternate coverage (i.e. copies of health insurance cards, letter from spouse's employer signifying an open enrollment). Forms will not be processed for employees with existing coverage without proof of alternate health insurance coverage.

- HR Office Only:
- Circle Eligibility Requirement: 1, 2, 3 or 4
 - Enter into Database
 - Copy to Payroll with EAF
 - Copy of Benefits Record

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE:

4/29/2015

PRESENTER:

Joe Pato

ITEM NUMBER:

C.1

AGENDA ITEM TITLE:

Sign National Public Works Week Proclamation

SUMMARY:

National Public Works Week is being celebrated this year from May 17 to 23, 2015. Attached is the proposed proclamation that encourage all citizens to join in recognizing the employees of the Lexington Public Works Department.

RECOMMENDATION / SUGGESTED MOTION:

Motion to approve the consent agenda.

FOLLOW-UP:

Selectmen's Office

APPROXIMATE TIME ON AGENDA:

9:35 PM

ATTACHMENTS:

Description	Type
<input type="checkbox"/> National Public Works Week Proclamation	Backup Material



Town of Lexington, Massachusetts

OFFICE OF SELECTMEN

JOSEPH N. PATO, CHAIRMAN
PETER C.J. KELLEY
NORMAN P. COHEN
MICHELLE L. CICCOLO
SUZANNE E. BARRY

TEL: (781) 698-4580
FAX: (781) 863-9468

Proclamation

Whereas: the services of the Public Works Department in Lexington are an integral part of the everyday lives of all of its citizens; and

Whereas: the support of the citizens of Lexington is vital to the efficient operation of public works systems and programs such as water, sewers, streets and highways, public buildings, and solid waste collection and disposal; and

Whereas: the health, safety and comfort of the citizens of Lexington greatly depends on its public works services; and

Whereas: the quality and effectiveness of these facilities, as well as their planning, design, and construction, is vitally dependent upon the efforts and skill of public works employees; and

Whereas: the efficiency of the qualified and dedicated employees in the public works department is materially influenced by the knowledge that their work is appreciated.

NOW, THEREFORE, WE, THE BOARD OF SELECTMEN of the Town of Lexington, Massachusetts, do hereby proclaim the week of May 17 to 23, 2015 as

National Public Works Week

in the Town of Lexington and call upon all citizens to join us in recognizing the employees of the Lexington Public Works Department.

IN WITNESS WHEREOF, we have set our hands and caused the seal of Lexington to be affixed herewith on the 29th of April 2015.

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE:

4/29/2015

PRESENTER:

Joe Pato

ITEM NUMBER:

C.2

AGENDA ITEM TITLE:

Sign National Police Week/Peace Officers' Memorial Day Proclamation

SUMMARY:

National Police Week is being celebrated this year from May 10 to 16, 2015 and encourages all citizens to join in recognizing law enforcement officers. Peace Officers' Memorial Day is celebrated May 15, 2015 in honor of law enforcement officers who have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty.

This request includes lowering the Battle Green flag on May15, 2015.

RECOMMENDATION / SUGGESTED MOTION:

Motion to approve the consent agenda.

FOLLOW-UP:

Selectmen's Office

APPROXIMATE TIME ON AGENDA:

9:35 PM

ATTACHMENTS:

Description	Type
 National Police Week/Peace Officers' Memorial Day Proclamation	Backup Material



Town of Lexington, Massachusetts

OFFICE OF SELECTMEN

Proclamation

Whereas: the Congress and President of the United States have designated May 15 as Peace Officers' Memorial Day, and the week in which May 15 falls, May 10-16, 2015, as National Police Week; and

Whereas: it is important that all citizens know and understand the duties, responsibilities, hazards and sacrifices of law enforcement agencies and that law enforcement personnel recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

Whereas: the 49 officers of the Town of Lexington, Massachusetts Police Department play an essential role in safeguarding the rights and freedoms of the citizens of Lexington and in 2014 the officers responded to 14,584 calls for service; and

Whereas: since the first recorded death in 1791, more than 20,000 law enforcement officers in the United States have made the ultimate sacrifice and have been killed in the line of duty including Lexington Police Officer James J. Hodgdon, III who died on November 4, 1967 at the age of 23 following an automobile accident; and

Whereas: Lexington Police Officer James J. Hodgdon, III name is engraved both on the wall of the National Law Enforcement Officers Memorial in Washington, D.C., and on the Town of Lexington, Massachusetts Police Department Memorial Monument; and

Whereas: the men and women of the Town of Lexington, Massachusetts Police Department provide a vital a public service.

NOW, THEREFORE, WE, THE BOARD OF SELECTMEN of the Town of Lexington, Massachusetts do hereby proclaim the week of **May 10 to 16, 2015** as:

National Police Week

in the Town of Lexington, Massachusetts and encourage all citizens to join us in recognizing law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their community and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

BE IT FURTHER PROCLAIMED that we call upon all citizens of the Town of Lexington, Massachusetts to observe **Friday, May 15, 2015** as:

Peace Officers' Memorial Day

and authorize the American Flag on the Lexington Battle Green to be lowered to half-staff as directed by the President of the United States for the day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

IN WITNESS WHEREOF, we have set our hands and caused the seal of Lexington to be affixed herewith on the 29th of April 2015.

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE:

4/29/2015

PRESENTER:

Joe Pato

ITEM NUMBER:

C.3

AGENDA ITEM TITLE:

Approve Minutes

SUMMARY:

Attached are the minutes of January 12, 2015, January 22, 2015, January 26, 2015 and January 29, 2015 for your review and approval.

RECOMMENDATION / SUGGESTED MOTION:

Motion to approve the consent agenda.

FOLLOW-UP:

Selectmen's Office

APPROXIMATE TIME ON AGENDA:

9:35 PM

ATTACHMENTS:

Description	Type
 Minutes of January 12, 22, 26 and 29 for Approval	Backup Material

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE:

4/29/2015

PRESENTER:

Joe Pato

ITEM NUMBER:

C.4

AGENDA ITEM TITLE:

Approve One-Day Liquor License - Stacey Elizabeth Avallone Memorial Foundation

SUMMARY:

The Stacey Elizabeth Avallone Memorial Foundation has requested a one-day liquor license to serve wine for a fundraising event on Saturday, May 9, 2015, from 2:00 p.m. to 5:00 p.m. at the Depot Building.

RECOMMENDATION / SUGGESTED MOTION:

Motion to approve the consent agenda.

FOLLOW-UP:

APPROXIMATE TIME ON AGENDA:

9:35 PM

ATTACHMENTS:

Description	Type
 One-Day Liquor License Application - Avallone Foundation	Backup Material

Stylin' for Stacey

Fashion Show Fundraiser



Seashells remind us that every passing life leaves something beautiful behind...

The loss of our beloved Stacey Avallone has created a large void in our lives. Her smile would light up a room. On the 13th of October 2014, Stacey passed away while waiting for a liver and kidney transplant.

Stacey, a lifelong Lexington resident, lived her life with joy and positivity every day.

The Stacey Elizabeth Avallone Memorial Foundation awards funds to organ transplant and liver disease organizations. This includes, but is not limited to organ procurement organizations, hospitals, organizations that promote the prevention, treatment, and cure of liver disease, and other specialized organ transplant programs.

Come celebrate Stacey's life with her love for fashion at a red carpet fashion show hosted by Polished at the Spa

**Where : Lexington Historical Depot
31 Depot Square Lexington, MA**

When : May 9, 2015 Time : 2pm – 5pm

\$15 Entry Donation at the Door

If you are interested in donating to the Stacey Elizabeth Avallone Memorial Foundation:

Pay Pal Donations can be sent to SEAmemorialfoundation@gmail.com at PayPal.com

Or checks can be made out to Stacey E Avallone Memorial Foundation (112 Bowdoin St., Medford MA 02155) and dropped off at the event or at the Polished at the Spa

If you are interested in donating a gift card or basket for the silent auction that will be held at the fashion show, please call, email, or drop into the spa.

If you aren't already, please consider registering to become an organ donor.

Polished at the Spa | 240 Bedford St. Lexington, MA | (781) 862-6245

Polishedatthespa@live.com

