

Annual Town Meeting WARRANT TOWN OF HUDSON



Monday, May 2, 2011

**Finance Committee
Report and Recommendations**

Finance Committee Preamble**To The People of Hudson, Greetings:**

Department heads within the Town have held their operating budgets, including mandated obligations, down to a minimal increase. We thank them for their continued cooperation. Although the capital expense request represents a substantial increase over last year, it is more in line with the town's normal request. Capital items can be deferred but they do not go away. They must be dealt with on a need and affordability basis.

We have reviewed the warrant articles and made our recommendations:

The finance committee has additional comments on the following articles:

Article 3: New Public Works Headquarters: After careful consideration of the pros and cons of each concept option, including construction costs, the option of building a new single story steel and masonry structure is preferred by the study team and public works department. The finance committee agrees with this decision and unanimously recommends the town support this article.

Article 15: Downtown Parking and Traffic Infrastructure Study: This article will be discussed at Town meeting

Article 23 Petitioned article: Amend General By-Laws Anti Blight and Nuisance: The finance committee had considerable discussion on this article. It would be difficult not to agree with the purpose of the article as stated in section 50.1. We feel, however, that the proposed by-law would have the potential for unintended consequences and possible abuse due to the broad language contained within the provided definitions. We are also concerned with potential problems that may occur in the course of attempting to enforce the provisions of the article. As a result we do not recommend the town approve this article.

The Finance Committee:

John Parent, Chairman, Justin Provencher, Vice Chairman
David Provencher, Claudinor Salomão, Barbara Rose, Michael Downey, Manuel A. Chaves, Steven Domenicucci, Robert Clark

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TOWN WARRANT

THE COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

To either of the constables of the Town of Hudson in the County of Middlesex,
Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to
notify and warn the inhabitants of the Town of Hudson, qualified to vote in elections and in
Town affairs, to assemble in the Hudson High School, Brigham Street, in said Town on

MONDAY, the Second day of

MAY

in the year 2011

at 7:30 o'clock in the evening. Then and there to act on the following articles to wit:

ARTICLE 1 FY12 Budget

To see if the Town will vote to fix the salary and compensation of all elected officers of the
Town as provided by Section 108 of Chapter 41 of the Massachusetts General Laws, as
amended, and raise and appropriate a sum of money therefore to provide funds needed to
defray the usual and necessary expense of the Town for the fiscal year beginning on July
1, 2011 and ending on June 30, 2012; and raise and appropriate or take from available
funds the money needed to carry into effect the provisions of this article, or take any action
relative thereto.

Executive Assistant
Board of Selectmen

<u>Department</u>		<u>FY09 Actual</u>	<u>FY10 Actual</u>	<u>FY11 Budget</u>	<u>EA Request</u>	<u>Selectmen Recommend</u>	<u>Fin Com Recommend</u>
1 Board of Selectmen	Personnel	9,000	9,000	9,000	9,000	9,000	9,000
2 Board of Selectmen	Expenses	4,523	4,185	4,585	4,585	4,585	4,585
Selectmen Total		13,523	13,185	13,585	13,585	13,585	13,585
3 Executive Assistant	Personnel	314,327	314,269	320,523	451,265	451,265	451,265
4 Executive Assistant	Expenses	7,443	7,324	8,371	8,371	8,371	8,371
5 Election & Town Meeting	Personnel	35,591	8,602	38,627	24,732	24,732	24,732
6 Election & Town Meeting	Expenses	8,782	6,632	9,850	11,350	11,350	11,350
7 Legal Services	Expenses	153,440	120,388	160,000	160,000	160,000	160,000
8 Building Maintenance	Personnel	50,603	49,958	51,644	53,107	53,107	53,107
9 Building Maintenance	Expenses	149,929	137,924	154,422	162,500	162,500	162,500
10 Personnel Expense	Expenses	4,108	11,510	9,753	9,753	9,753	9,753
Exe. Assistant Total		724,223	656,607	753,190	881,078	881,078	881,078
11 Finance/IT Department	Personnel	645,768	637,663	522,884	536,947	536,947	536,947
12 Finance/IT Department	Expenses	126,868	142,214	142,182	148,060	148,060	148,060
Finance/IT Total		772,636	779,877	665,066	685,007	685,007	685,007
13 Town Clerk/Registrar	Personnel	110,696	118,201	123,669	132,391	132,391	132,391
14 Town Clerk	Expenses	8,316	7,777	10,896	10,145	10,145	10,145
Town Clerk Total		119,012	125,978	134,565	142,536	142,536	142,536
15 Moderator	Expenses	110	-	110	110	110	110
16 Finance Committee	Expenses	252	276	881	881	881	881
17 Board of Assessors	Personnel	25,900	25,900	25,900	25,900	25,900	25,900
18 Board of Assessors	Expenses	69,216	69,952	76,350	78,650	78,650	78,650
19 Board of Appeals	Personnel	350	177	869	466	466	466
20 Board of Appeals	Expenses	860	972	1,000	1,000	1,000	1,000
21 Conservation Comm.	Personnel	30,740	33,347	34,686	35,899	35,899	35,899
22 Conservation Comm.	Expenses	5,000	593	5,000	-	-	-
23 Planning Board	Personnel	270	437	1,303	931	931	931
24 Planning Board	Expenses	5,167	5,699	5,500	5,800	5,800	5,800
25 Municipal Light Board	Personnel	3,900	3,900	3,900	3,900	3,900	3,900
26 Econ. Develop. Comm.	Personnel	4,152	4,149	4,421	4,451	4,451	4,451
27 Econ. Develop. Comm.	Expenses	719	1,250	1,028	1,028	1,028	1,028
28 Fort Meadow Comm.	Expenses	2,274	2,300	5,300	5,400	5,400	2,400
29 Lake Boon Comm.	Expenses	512	1,381	1,728	1,728	1,728	1,728
30 Historical District Comm.	Expenses	200	250	500	500	500	500
Board & Com Total		149,622	150,583	168,476	166,644	166,644	163,644
31 Police Department	Personnel	2,721,385	2,709,695	2,817,429	2,736,221	2,736,221	2,736,221
32 Police Department	Expenses	283,669	282,050	305,839	294,035	294,035	294,035
Police Dept. Total		3,005,054	2,991,745	3,123,268	3,030,256	3,030,256	3,030,256

<u>Department</u>		<u>FY09 Actual</u>	<u>FY10 Actual</u>	<u>FY11 Budget</u>	<u>EA Request</u>	<u>Selectmen Recommend</u>	<u>Fin Com Recommend</u>
33 Fire Department	Personnel	2,317,185	2,407,769	2,453,119	2,529,981	2,529,981	2,529,981
34 Fire Department	Expenses	248,989	254,651	251,931	260,698	260,698	260,698
Fire Dept. Total		2,566,174	2,662,420	2,705,050	2,790,679	2,790,679	2,790,679
35 Inspections Dept.	Personnel	137,375	144,990	147,750	151,510	151,510	151,510
36 Inspections Dept.	Expenses	7,720	6,186	8,879	8,603	8,603	8,603
Insp. Dept. Total		145,095	151,176	156,629	160,113	160,113	160,113
37 DPW Snow & Ice	Personnel	265,915	223,967	199,006	199,006	199,006	199,006
38 DPW Snow & Ice	Expenses	377,500	265,800	127,500	127,500	127,500	127,500
39 Public Works	Personnel	2,357,764	2,498,271	2,564,108	2,675,236	2,675,236	2,675,236
40 Public Works	Expenses	2,492,901	2,736,777	2,847,148	2,848,870	2,848,870	2,848,870
DPW Total		5,494,080	5,724,815	5,737,762	5,850,612	5,850,612	5,850,612
41 Board of Health	Personnel	79,176	86,186	89,544	95,022	95,022	95,022
42 Board of Health	Expenses	15,287	24,444	25,000	37,000	37,000	37,000
BOH Total		94,463	110,630	114,544	132,022	132,022	132,022
43 Council on Aging	Personnel	171,272	180,122	188,369	196,354	196,354	196,354
44 Council on Aging	Expenses	13,316	16,443	29,210	28,665	28,665	28,665
COA Total		184,588	196,565	217,579	225,019	225,019	225,019
45 Veterans' Services	Personnel	49,146	52,062	54,794	58,584	58,584	58,584
46 Veterans' Services	Expenses	50,036	44,985	51,400	52,400	52,400	52,400
Veterans' Total		99,182	97,047	106,194	110,984	110,984	110,984
47 Library	Personnel	458,732	466,156	463,282	478,054	478,054	478,054
48 Library	Expenses	187,805	192,252	195,973	197,479	197,479	197,479
Library Dept. Total		646,537	658,408	659,255	675,533	675,533	675,533
49 Recreation	Personnel	210,853	216,762	218,752	222,750	222,750	222,750
50 Recreation	Expenses	58,129	57,387	57,388	57,570	57,570	57,570
Recreation Dept. Total		268,982	274,149	276,140	280,320	280,320	280,320
51 Debt Service	Expenses	3,603,866	4,252,166	4,861,724	5,286,129	5,286,129	5,286,129
Debt Total		3,603,866	4,252,166	4,861,724	5,286,129	5,286,129	5,286,129
52 Pensions	Expenses	3,113,686	3,269,912	3,416,148	3,569,653	3,569,653	3,569,653 ¹
Pension Total		3,113,686	3,269,912	3,416,148	3,569,653	3,569,653	3,569,653
53 Group Health Ins.	Expenses	3,092,507	3,178,919	3,484,842	3,497,812	3,497,812	3,497,812 ²
54 General Insurance	Expenses	601,018	599,536	645,914	752,561	752,561	752,561
Insurance Total		3,693,525	3,778,455	4,130,756	4,250,373	4,250,373	4,250,373

¹ Recommend that \$225,000 be taken from Light & Power Surplus Account and \$217,827 be taken from the Pension Reserve Account and both be applied to Line 52, Contributory Retirement and Pensions.

² Recommend that \$824,200 be taken from Stabilization Fund and applied to Line 53 Group Health Insurance.

<u>Department</u>		<u>FY09 Actual</u>	<u>FY10 Actual</u>	<u>FY11 Budget</u>	<u>School Committee Request</u>	<u>Selectmen Recommend</u>	<u>FinCom Recommend</u>
55 Assabet Valley	Expenses	1,596,311	1,339,667	1,286,315	1,529,713	1,529,713	1,529,713
Assabet Valley Total	Expenses	1,596,311	1,339,667	1,286,315	1,529,713	1,529,713	1,529,713
56 Hudson Schools	Personnel	23,116,903	24,094,666	25,143,207	26,049,735	26,049,735	26,049,735 ³
57 Hudson Schools	Expenses	3,331,951	2,752,003	2,433,099	3,369,335	3,369,335	3,369,335
Schools Total		26,448,854	26,846,669	27,576,306	29,419,070	29,419,070	29,419,070
58 Schools Transportation	Expenses	1,230,390	1,308,417	1,363,583	1,363,583	1,363,583	1,363,583
Transportation Total		1,230,390	1,308,417	1,363,583	1,363,583	1,363,583	1,363,583
Hudson Schools Total		27,679,244	28,155,086	28,939,889	30,782,653	30,782,653	30,782,653
Total Operations		53,969,803	55,388,471	57,466,135	60,562,909	60,562,909	60,559,909

³ Recommend that \$724,255 be taken from Free Cash and applied to Line 56 Hudson Schools Personnel.

ARTICLE 2 Capital Plan

To see if the Town will vote to authorize the sums needed to purchase items of equipment, and make Capital Improvements requested by the various departments, taking from Available Funds the sum of One Million Thirty Seven Thousand, Eight Hundred and Thirty-Six Dollars (\$1,037,836) to carry into effect the provisions of this article as described below; or take any other action relative thereto.

Department:	Project:	Amount:	Source of Funds:	
DPW	Roadway Reconstruction	\$200,000	Available Funds	7-1
	Sidewalk Tractor	\$121,100	Available Funds	8-0
	Street Sweeper	\$156,504	Available Funds	8-0
Fire	Station 1 Roof Repair	\$127,000	Available Funds	8-0
Police	Police Cruisers (3)	\$108,000	Available Funds	8-0
	Feasibility Study	\$25,000	Available Funds	8-0
Recreation	15 Passenger Van	\$25,000	Available Funds	8-0
	Centennial Beach Driveway & Drainage Repairs	\$63,975	Available Funds	8-0
Planning /Community Development	Master Plan	\$100,000	Available Funds	8-0
School Dept.	Hudson High School A/C	\$111,257	Available Funds	8-0
Total Capital:	<u>\$1,037,836</u>			

Executive Assistant, Director of Public Works, Police Chief, Fire Chief, Planning Director, Community Development Director, School Department, Board of Selectmen

Article 2: The Finance Committee unanimously recommends the adoption of the subject matter of this article and that the sum of \$1,037,836 be taken from available funds.

ARTICLE 3 New Public Works Headquarters

To see if the Town will vote to authorize the borrowing, pursuant to Massachusetts General Laws, Chapter 44, section 7, Clause (3), as amended, or any other enabling authority, the sum of Two Million Two Hundred Fifty Seven Thousand Dollars (\$2,257,000). Said sum to be used for the purpose of funding the design, construction, equipping and furnishing of a new Public Works Headquarters of approximately 6,150 square feet to be located on Municipal Drive site as shown on Assessors Plate 13, Parcel 66; and further to see if the Town will vote to authorize the Director of Public Works and/or the Executive Assistant to apply for and accept any State and/or Federal aid that may be available therefore, Or take any action relative thereto.

Executive Assistant, Director of Public
Works, Board of Selectmen

Article 3: The Finance Committee unanimously recommends the adoption of the subject matter of this article and that the sum of \$2,257,000 be borrowed.

ARTICLE 4 Reserve Fund

To see if the Town will vote to adopt a Reserve Fund to provide for extraordinary or unforeseen expenditures or transfers, to be made to the departments only by vote of the Finance Committee, as provided for in Chapter 40, Section 6 of the Massachusetts General Laws as amended, and to raise and appropriate a total of One Hundred Thousand Dollars (\$100,000) to carry into effect the provisions of this article; or take any action relative thereto.

Executive Assistant
Board of Selectmen

Article 4: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

ARTICLE 5 Supplemental Appropriation – Community Development

To see if the Town will vote to take from available funds the sum of Seventeen Thousand, Nine Hundred and Nine dollars (\$17,909), said sum to be used to pay the remaining FY11 Salaries for the Community Development Department; or take any other action relative thereto.

Director Community Development
Executive Assistant
Board of Selectmen

Article 5: The Finance Committee unanimously recommends the adoption of the subject matter of this article and that the sum of \$17,909 be taken from available funds.

ARTICLE 6 Supplemental Appropriation – Veteran’s Services Expense

To see if the Town will take from available funds the sum of Twenty Thousand Dollars (\$20,000) said sum to be added to the amount voted under Line 46, Veteran’s Services Expenses, of Article 1 of the Town Meeting held on May 3, 2010; Or take any action relative thereto.

Executive Assistant
Veteran’s Director
Board of Selectmen

Article 6: The Finance Committee unanimously recommends the adoption of the subject matter of this article and that the sum of \$20,000 be taken from available funds.

ARTICLE 7 Youth Sports

To see if the Town will vote to raise and appropriate the sum of Four Thousand Five Hundred dollars (\$4,500) to support Youth Sports, administered through the Park Commission, or take any action relative thereto.

Director of Recreation / Park Commission
Board of Selectmen

Article 7: The Finance Committee unanimously recommends the adoption of the subject matter of this article and that the sum of \$4,500 be raised and appropriated.

ARTICLE 8 Cable Television Receipts

To see if the Town will vote to authorize the Treasurer to deposit any payments required of any Hudson Cable Television Licensee for the fiscal year ending June 30, 2012. Said payments shall constitute the Hudson Cable Television Services Fund and shall be utilized, for the purposes set forth and in accordance with the terms and conditions specified within the license agreements between the licensee and the Town. And further to see if the Town will authorize the Executive Assistant to expend those funds with the approval of the Board of Selectmen; or take any other action relative thereto.

Executive Assistant
Board of Selectmen

Article 8: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

ARTICLE 9 Community Preservation Reservation of Funds

To see if the Town will vote to appropriate or reserve from the **Community Preservation** annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses and other expenses in fiscal year 2012, with each item to be considered a separate appropriation:

Appropriations:

From FY 2012 estimated revenues for Committee Administrative Expenses **\$ 22,959.15**

Reserves:

From FY 2012 estimated revenues for Historic Resources Reserve **\$ 45,918.30**

From FY 2012 estimated revenues for Community Housing Reserve **\$ 45,918.30**

From FY 2012 estimated revenues for Open Space Reserve **\$ 45,918.30**

From FY 2012 estimated revenues for Budgeted Reserve **\$298,468.95**

Or take any action relative thereto.

Community Preservation Committee
Board of Selectmen

Article 9: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

ARTICLE 10 Community Preservation Appropriations

To see if the Town will vote to appropriate from the **Community Preservation** annual revenues in the amounts recommended by the Community Preservation Committee for community preservation projects in fiscal year 2012, with each item to be considered a separate appropriation:

\$45,000.00 From the Historic Preservation Reserve for the rehabilitation of Fire Station 1.

\$65,000.00 From the Budgeted Reserve for the rehabilitation of Fire Station 1.

\$45,917.67 From Affordable Housing Reserve for transfer to the Town's Affordable Housing Trust Fund.

Or take any action relative thereto.

Community Preservation Committee
Board of Selectmen

Article 10: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

ARTICLE 11 Joint Dispatch Offset Receipts

To see if the Town will vote to appropriate the sum of Three Hundred Forty Thousand Three Hundred and Seventy-Two Dollars (\$340,372), said sum to be utilized to offset the cost of operating a joint police and fire dispatch system through June 30, 2012, and such sum to be offset, in the aggregate, by the estimated receipts from public safety fees paid by the Highland Commons Shopping Center, all in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 53E as authorized in Article 14 of the Town Meeting of May 2, 1988; or take any action relative thereto.

Fire Chief
Police Chief
Executive Assistant
Board of Selectmen

Article 11: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

ARTICLE 12 Revolving Fund Articles

To see if the Town will vote to establish and authorize the use of revolving fund accounts pursuant to the provisions of Massachusetts General Law Chapter 44, Section 53E 1/2 as amended for the purposes, maximum expenditure, and authority to spend as outlined in the table below. Funds expended for these purposes may be used independently or in conjunction with other public or private funds provided for these same purposes.

Title	Max Amount	Source of Fees and Use of Funds	Authority to Expend Funds
Hazardous Materials Revolving Fund	\$20,000	Applying fees received for services provided at hazardous material release incidents, contingency planning activities, site assessments, and public training for replacement of equipment, materials, and the costs of labor involved with personnel through June 30, 2012.	Fire Chief
Fire Alarm Revolving Fund	\$30,000	Applying fees received from users of the services provided by the Fire Department's Fire Alarm Division for the extension of the Municipal Fire Alarm System through June 30, 2012.	Fire Chief
Infiltration and Inflow Revolving Fund	\$350,000	Applying fees received for Sewer Extension Permits to the reduction of Infiltration and Inflow into the Wastewater Collection System throughout the Town and expending funds for technical assistance and or direct mitigation of existing sources of Infiltration and Inflow through June 30, 2012.	DPW Director
Real Estate Tax File Revolving Fund	\$15,000	Applying fees received for Electronic Real Estate Tax Files to the printing of Real Estate Tax Bills and for the printing, stuffing and mailing of Real Estate Tax Bills through June 30, 2012.	Finance Director
Inspections Fees Revolving Fund	\$75,000	Applying fees charged to the recipients of inspections to be utilized to fund the cost of providing plumbing, electrical, and building inspections by part-time qualified inspectors through the period ending June 30, 2012.	Building Commissioner
School Department Professional Development Revolving Fund	\$20,000	To support Professional Development Programs within the Hudson Public Schools; To hire instructors, purchase instructional materials, reimburse travel and lodging costs, and other expenses as incurred in the development and operation of these programs through June 30, 2012.	Superintendent of Schools

Or take any other action relative thereto.

Executive Assistant, Fire Chief, Finance Director, DPW Director, Board of Selectmen, Building Commissioner, School Committee

Article 12: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

ARTICLE 13 Revolving Fund – Senior Center

To see if the Town will vote to establish and authorize the use of a revolving fund account pursuant to the provisions of Massachusetts General Law Chapter 44, Section 53E ½ as amended for the purposes, maximum expenditure, and authority to spend as detailed below. Funds expended for these purposes may be used independently or in conjunction with other public or private funds provided for these same purposes.

The Fund shall be known as the Senior Citizen Program Revolving Fund, and shall be authorized for a maximum of \$30,000 to be made up of fees charged to participants in Senior Citizen Programs and Activities conducted by the Hudson Senior Center to be spent under the authority of the Senior Center Director in order to hire instructors, purchase materials, and pay for other expenses as incurred in the development and operation of these programs or activities through the period ending June 30, 2012. Or take any other action relative thereto.

Council on Aging
Board of Selectmen

Article 13: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

ARTICLE 14 Revolving Fund – Board of Health

To see if the Town will vote to establish and authorize the use of a revolving fund account pursuant to the provisions of Massachusetts General Law Chapter 44, Section 53E ½ as amended for the purposes, maximum expenditure, and authority to spend as detailed below. Funds expended for these purposes may be used independently or in conjunction with other public or private funds provided for these same purposes.

The Fund shall be known as the Public Health Revolving Fund, and shall be authorized for a maximum of \$112,000 to be collected in fees and expended under the authority of the Board of Health for the Inspectional Services and administration thereof, for the following businesses and individuals through the period ending June 30, 2012:

1. Solid Waste Haulers and providers of dumpsters, for inspections required by MGL c. 111, section 31A.
2. Owners and Operators of Nail Salons for inspections provided in order to protect the health of nail technicians, clients, and neighbors of these facilities from the risk of injury or infection due to unsanitary conditions and exposure to hazardous chemicals, and to ensure that professional nail salons meet and maintain minimum standards of cleanliness, safety, and sanitation.
3. Owners of Septic Systems for the review of Septic Pumping Reports designed to preserve public health and the environment by identifying and requiring mandatory maintenance of on-site subsurface sanitary sewage disposal systems as recommended by Mass. Department of Environmental Protection (Title 5).
4. Owners of Rental Dwellings for inspections conducted prior to occupancy to ensure minimum standards of human habitation are met for all rental dwellings as required

by State Sanitary Code. Fees collected through this regulation will cover administrative and inspectional expenses of this requirement.
Or take any other action relative thereto.

Board of Health
Board of Selectmen

Article 14: The Finance Committee recommends the adoption of the subject matter of this article.

ARTICLE 15 Downtown Parking and Traffic Infrastructure Study

To see if the Town will vote to raise and appropriate the sum of Fifty-Two Thousand Five Hundred Dollars (\$52,500) said sum to be matched by an equal amount of funds, provided by the Hudson Business Association or otherwise donated, to allow the Town to complete a Downtown Parking and Traffic Infrastructure study; or take any other action relative thereto.

Director Community Development
Board of Selectmen

Article 15: The Finance Committee does not recommend the adoption of the subject matter of this article. Vote to not recommend 5-2-1.

ARTICLE 16 Amend Houghton Street Bridge Right of Way

To see if the Town will vote to amend Article 20 "Acquire Easements for Houghton Street Bridge" of the May 2010 Annual Town Meeting by striking in their entirety the first two paragraphs (ending in the words "said plan being on file with the Town Clerk's Office;" and substituting in place thereof, the following:

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, or take by eminent domain the fee or easement on and over certain parcels of land and or interests therein for the purpose of obtaining a secure and public right of way for the reconstruction of the Houghton Street Bridge over the Assabet River and roadway approaches thereto. Said land area comprises 23+/- parcels of land located in the Town of Hudson, County of Middlesex, Massachusetts and are more particularly described in the following chart and depicted on a plan entitled "Alteration Plan of Houghton Street and School Street" prepared by Greenman-Pedersen, Inc., Scale 1"=20' dated January 31, 2011; said plan being on file in the Town Clerk's Office.

<u>Parcel No.</u>	<u>Supposed Owner</u>	<u>Area</u>	<u>Book</u>	<u>Page</u>
1	Houghton Street LLC	77 S.F.	38989	143
WD-1	Houghton Street LLC	187 S.F.	38989	166
BW-1	Town of Hudson	491 S.F.		Registered Land
BW-2	Houghton Street LLC	229 S.F.	38989	143
BW-3	Houghton Street LLC	162 S.F.	38989	166
BW-4	N&C Christie LLC	303 S.F.	44116	369
BW-5	Owner Unknown (Assabet River)	2,320 S.F.	-	-

BW-6	Owner Unknown (Assabet River)	1,388 S.F.	-	-
TFBUS-1	Houghton Street LLC	544 S.F.	38989	166
TFBUS-2	N&C Christie LLC	549 S.F.	44116	369
TFBUS-3	Owner Unknown (Assabet River)	1,253 S.F.	-	-
TE-1	Houghton Street LLC	1,138 S.F.	38989	143
TE-2	Houghton Street LLC	343 S.F.	38989	143
TE-3	Owner Unknown (Assabet River)	504 S.F.	-	-
TE-4	Houghton Street LLC	2,095 S.F.	38989	166
TE-6	N&C Christie LLC	475 S.F.	44116	369
TE-8	Maria P. Rego & Clara Rego Murphy	367 S.F.	31641	321
TE-9	Resendes Family Realty Trust of 2009	562 S.F.	53188	42
TE-10	Hudson Community Food Pantry, Inc.	135 S.F.	41208	117
TE-11	Michael G. Manzo	72 S.F.	38606	526
TE-12	Owner Unknown (Assabet River)	1,600 S.F.	-	-
TE-13	Town of Hudson	2,019 S.F.		Registered Land
TE-14	A.J.A. Realty Trust	27 S.F.	46627	579

Or take any other action relative thereto.

Executive Assistant
Board of Selectmen

Article 16: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

ARTICLE 17 Transfer of a portion of the former MBTA ROW

To see if the Town will vote to:

1) Rescind the actions taken under both Article 11, "Sale of Land on Washington Street Amendment" at the November 17th, 2008 Special Town Meeting and under Article 17, "Sale of Land on Washington Street" at the May 7, 2007 Annual Town Meeting, in their entirety;

2) Authorize the Board of Selectmen to sell, trade, or otherwise convey a certain parcel of land, or a lesser portion thereof, comprising approximately 20,338 square feet located off Washington Street and depicted as "Parcels 11-E-3-T & 11-D-4" on a plan entitled "Exhibit Plan, Subdivision Plan of Town of Hudson Property" prepared by Greenman - Pedersen, Inc., dated February 22, 2011 and on file with the Town Clerk's Office; the Board of Selectmen having determined that Parcels 11-E-3-T & 11-D-4 are no longer necessary for the purposes for which it was acquired. Said parcels 11-E-3-T & 11-D-4 being more particularly described as follows:

PARCEL 11-D-4

Beginning at a point on the 2011 State Highway layout (Layout No. 8155 – Section 2) and the 2011 Town layout (Layout No. 8155 – Section 3); thence following said line of 2011 State Highway layout S 21°42'20" E 12.90 feet to a point on the line dividing lands of Town of Hudson and Bonazzoli Family Trust; thence leaving said layout line and following said property line S 29°27'16" W 122.56 feet; thence by a curve to the left of 1,008.68 feet

radius 39.92 feet; thence leaving said property line N 60°51'28" W 9.86 feet; thence N 29°08'32" E 172.61 feet to the point of beginning. The parcel contains an area of 1,603 square feet, more or less.

PARCEL 11-E-3-T

Beginning at a point on the 2011 Town layout (Layout No. 8155 – Section 3), said point also being on the line of easement of Parcel 11-D-4 hereinbefore described; thence leaving said line of the 2011 Town Highway layout and following said line of easement S 29°08'32" W 60.71 feet; S 60°51'28" E 9.86 feet to a point on the line dividing lands of Town of Hudson and Bonazzoli Family Trust; thence following said property line southwesterly by a curve to the left of radius 1,008.68 feet 315.77 feet to a point on the line dividing land of Bonazzoli Family Trust and RK Hudson Realty Associates, LLC; thence following said property line S 5°41'18" W 6.00 feet; thence in part following said property line N 72°58'58" W 50.94 feet; thence by a curve to the right of radius 1,058.78 feet 389.33 feet to a point on the line of the aforesaid 2011 Town layout; thence following said layout line S 63°12'29" E 40.56 feet to the point of beginning. The parcel contains an area of 18,735 square feet, more or less.

The parcels described above are shown on a plan entitled: "EXHIBIT PLAN, SUBDIVISION PLAN OF TOWN OF HUDSON PROPERTY, SCALE: 60 FEET TO THE INCH", Prepared by Greenman - Pedersen, Inc., dated February 22, 2011.

Provided that the condition of said transfer shall be that the Town may either (i) convey the property to an appropriate party in exchange for the conveyance to the Town of fee interests or easement interests of equal or greater value in a portion or portions of land previously authorized to be acquired by the Town by vote under Article 8, "Acquire Land – 173 Washington Street" at the November 16, 2009 Special Town Meeting and by vote under Article 16, "Authorize Borrowing – 173 Washington Street", at the May 3, 2010 Annual Town Meeting; or (ii) dispose of the land by sale for an appropriate sum and pursuant to a disposition process in compliance with the requirements of MGL Chapter 30B; and in either method, all in accordance with such other terms and conditions as the Board of Selectmen deem to be in the best interest of the Town.

3) To see if the Town will vote to authorize the Board of Selectmen to file a petition with the Massachusetts General Court for Special Legislation to authorize and enable the real estate transaction described herein, if such legislation shall be deemed necessary by the board; and

4) Notwithstanding the limitations set forth in Article I, Section 6.07 of the Town By-Laws, the Selectmen, acting as the Law Committee of the Town, shall have full and exclusive power and authority, to defend, settle, compromise, make agreements and order payments of any and all claims, suits and actions which may exist or arise from or on account of this transaction. Or take any other action relative thereto.

Executive Assistant
Board of Selectmen

Article 17: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

ARTICLE 18 Light and Power Surplus Account

To see if the Town will appropriate the receipts of the Light and Power Department for the operation, maintenance, expenses, repairs and construction for the Department for the fiscal year ending June 30, 2012, as defined in Section 57 and 58, Chapter 164 of the General Laws (1921) of Massachusetts, as thereafter amended, and that if there shall be any unexpended balance as of December 31, 2011, an amount not to exceed two hundred twenty-five thousand dollars (\$225,000) of the same shall be transferred to the Light and Power Surplus Account.

Municipal Light Board
Board of Selectmen

Article 18: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

ARTICLE 19 Annual Town Reports

To hear the reports of the Town Officers, Boards and Committees and to act thereon.

Board of Selectmen

Article 19: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

ARTICLE 20 Borrowing In Anticipation of Revenue

To see if the Town will vote to authorize the Town Treasurer/Collector, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of the revenue of the fiscal year beginning July 1, 2011, in accordance with the provisions of the Massachusetts General Laws, Chapter 44, Section 4, as amended, and to issue a note or notes therefore, payable within one year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17, as amended; or take any action relative thereto.

Executive Assistant
Board of Selectmen

Article 20: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

ARTICLE 21 School Department Transportation Contract

To see if the Town will vote to authorize the School Department to enter into a Transportation contract for a period of up to five (5) years.

School Committee
Board of Selectmen

Article 21: The Finance Committee unanimously recommends the adoption of the subject matter of this article.

ARTICLE 22 Petitioned Article: Addictions Referral Center

To see if the Town will vote to raise and appropriate or take from available funds the sum of Five Thousand Dollars (\$5,000.00) to assist the Addictions Referral Center in Marlboro in its efforts to provide assistance to persons from Hudson and surrounding communities who have problems with alcohol and/or other substance abuse, said funds to be expended under the direction of the Executive Assistant and the Board of Selectmen, or take any action relative thereto.

Petitioned by Catherine A. Warner, et. Al

Article 22: The Finance Committee unanimously recommends the adoption of the subject matter of this article and that the sum of \$5,000 be raised and appropriated.

ARTICLE 23 Petitioned Article: Amend General By-Laws Anti Blight & Nuisance

To see if the Town will vote to amend the General By-Laws of the Town of Hudson by adding to said By-Laws under Article VI a new section 50 as follows:

Section 50 Anti Blight & Nuisance**50.1 Purpose**

Notwithstanding any matter contained within the By-law of the Town of Hudson which may be contrary, this By-law is adopted for the prevention and removal of nuisances within the Town of Hudson, which nuisances constitute a hazard of blight, or adversely affect property values, or the quiet enjoyment of property.

50.2 Definitions

In the interpretation of this Chapter, the meanings of words and phrases shall be according to the definitions indicated in Section 2.0 of the Zoning by-laws of the Town of Hudson, unless the context of this Chapter shows another sense to be intended.

50.2.1 Blight

Any condition constituting a "nuisance" as defined in Section 49.2.6 below that substantially impairs the value, condition, durability or appearance and quiet enjoyment of real property, including real property owned or occupied by an Interested Party as defined in Section 49.2.5 below.

50.2.2 Building

A structure, whether portable or fixed, with exterior walls or firewalls and a roof, built, erected or framed, of a combination of any materials, to form shelter per persons, animals, or property. See "structure" below.

50.2.3 Dilapidated

A condition of decay or partial ruin by reason of neglect, misuse, or deterioration. The term includes, but is not limited to:

- a. Property having deteriorated or ineffective waterproofing of exterior walls, roofs, foundations or floors, including broken or inadequately secured windows or doors.
- b. Property having defective weather protection for exterior wall covering or deleterious weathering due to lack of such weather protection or other protective covering such that the property is not structurally sound.
- c. Personal property that is broken, rusted, worn, partially or wholly dismantled or otherwise due to deterioration, is unsuitable for the purpose for which designed.

50.2.4 Hazard A condition likely to expose persons to injury, or property to damage, loss or destruction.

50.2.5 Interested Parties

In conjunction with the notification requirements of this by-law Interested Parties are the Building Commissioner and his agents and assigns; owner (s) and/or occupants of property which is the subject of a hearing; owners and/or occupants of property directly opposite the subject property on any public or private street or way, owners and/or occupants of property abutting the subject property, and owners and/or occupants of property abutting, that are within three hundred (300') feet of the property line of the subject property.

50.2.6 Constitution of Nuisance

It shall be a violation of this by-law to maintain, cause, or create a nuisance that substantially interferes with the common interest of the general public in maintaining decent, safe, and sanitary structures that are not dilapidated when such interference results from the hazardous or blighted condition of private real property, land or buildings. The fact that a particular structure or use may be permitted under the Zoning By-Law does not create an exemption from the application of this By-Law. The term "nuisance" includes, but is not limited to:

- a. The existence of any structure or part of the structure which because of fire, wind, or other natural disaster, or physical deterioration is no longer salvageable or habitable as a dwelling, nor useful for any other purpose for which it may have been intended;

b. Dilapidated real or personal property, which includes the existence of any vacant dwelling, garage, or other out-building not kept securely locked, or neatly boarded up and otherwise protected to prevent entrance thereto by vandals.

c. Personal property in public view that is exposed to the elements without protection against deterioration, rust, or dilapidation;

d. Machinery or mechanical equipment or parts thereof that are located in public view , on soil grass or other porous surfaces that may result in the destruction of vegetation or contamination of soil.

e. Any unregistered vehicle defined in the General By-Laws article IV Section 21.

50.2.7 Enforcing Authority

The Enforcing Authority of this by-law for investigation and enforcement purposes , shall be the Building Commissioner and his agents and assigns and may include the Board of Health Agent and members of the Police Department.

50.2.8 Occupant

Any person who occupies real property with the consent of the owner as a lessee , tenant at will, licensee or otherwise. The singular use of the term includes the plural when the context so indicates.

50.2.9 Owner

Every person who alone or jointly or severally with others:

- (a) has legal title to any building, structure or property;
- (b) has care, charge, or control of any such building structure or property in any capacity including but not limited to agent, executor, executrix, administrator, administratrix ,trustee or guardian of the estate of the holder of legal title;
- (c) is a lessee under a written letter agreement;
- (d) is a mortgagee in possession; or
- (e) is an agent, trustee or other person appointed by the courts.

50.2.10 Responsible Party

The owner or occupant (in the case of real property) of property that is the subject of proceedings under this by-law. The singular use of the term includes the plural when the context so indicates.

50.2.11 Structure

A combination of materials, whether wholly or partially level with, above or below the surface of the ground, whether permanent or temporary, assembled at a fixed location to give support, shelter or enclosure such as a building, framework, retaining wall, stand, platform, bin, fence (having a height at any point of six feet or greater above grade) in public view.

50.3 Administration

50.3.1 Enforcement

This By-law shall be enforced by the Enforcing Authority.

If the Enforcing Authority shall be informed or have reason to believe that any provision of this By-law is being violated he shall make or cause to be made an investigation of the facts, including an investigation of the property where the violation may exist. In making such an inspection, the Enforcing Authority shall have such right of access to premises that may be lawfully exercised by him under the laws and constitution of the Commonwealth or of the United States.

The first notice of violation issued by the Enforcing Authority shall be a written warning. The Owner or Occupant shall then have sixty (60) days within which to remedy and cure the violation. If after this sixty (60) days has elapsed, the violation has yet to be remedied, the Enforcing Authority may issue a second written violation notice with a fine of one hundred (\$100.00) dollars. If one hundred twenty (120) days after the issuance of the first notice of violation, the violation has still not been remedied, the Enforcing Authority may issue a third written violation with a fine of one hundred (\$100.00) dollars, plus an additional twenty five (\$25.00) dollars per day beginning on the 121 st. day following issuance of the first notice of violation and continuing thereafter until the violation is fully remedied/cured.

If the Enforcing Authority determines that the condition is subject to the jurisdiction of the Board of Health or is a violation of the State Sanitary Code or any health regulation, in addition to enforcing this By-law, he shall refer the matter to the Board of Health Agent of the Town of Hudson and/or appropriate State or Local Officials for action.

During investigation of the matter, the Enforcing Authority may consult, but is not required to do so, with any Interested Party in an attempt to obtain voluntary compliance with this By-law without the need to issue a notice of violation.

50.3.2 Notice to Complainant

In any matter in which a complaint has been made by a person other than the Enforcing Authority, the Enforcing Authority shall promptly notify the complainant in advance of all conferences or proceedings concerning resolution of the nuisance complaint or of any enforcement action and the complainant shall be allowed to be present and to be heard.

50.3.3 Removal of Nuisance

If the Responsible Party fails to remedy the nuisance upon notice from the Enforcing Agents to do so, said Building Commissioner or his agents and assigns may cause the nuisance to be removed as provided in M.G.L. Ch. 139 at the owner's expense. Any such debt shall constitute a lien on the land upon which the nuisance was located as provided in Massachusetts General Laws, Chapter 139, Section 3A.

50.3.4 Appeals

Any citizen against whom a notice of violation is issued under this by-law shall within twenty-one (21) days of the first notice of violation have the right for a hearing before the Board of Health and/or its designee, and following said hearing, the Board of Health and/or its designee shall within a reasonable period of time thereafter, issue a decision. From the date that such a hearing request is received by the Board of Health until the date that a decision is issued, all of the deadlines stated in 49.3.1 above shall be temporarily stayed.

50.3.6 Records Kept by the Enforcing Authority

The Building Commissioner shall keep records, that shall include all complaints of nuisance made to him; all proceedings begun by him under this By-law; all pending complaints and all investigations and enforcement actions taken by the Enforcing Authority. The records shall state the location of the premises, a summary of the nature of the complaint, the name of the Responsible Party (ies), and the disposition or the status of the matter.

And also to amend said By-Laws under Article X, Section 4, non-criminal complaint by adding the following:

<u>Article/Section</u>	<u>Fine</u>	<u>Enforcing Officer</u>
Article VI Section 49		
	\$0 First Offense	Building Inspector/Police Depart.
	\$100 Failure to remedy/cure first offense within sixty (60) days following issuance of the first notice of violation.	
	\$100 Failure to remedy/cure first offense within one hundred and twenty (120) days following the issuance of notice of violation .	
	\$25 Additional per diem fine beginning on the 121 st day for failure to remedy/cure first offense within one hundred and twenty (120) days following issuance of first notice of violation which additional daily fine shall continue until the first offense is fully remedied/cured. Or take any action relative thereto.	

James Grillo, et al

Article 23: The Finance Committee does not recommend the adoption of this article. Vote to not recommend 6-1-1.

ANNUAL TOWN MEETING

And you are also directed to notify and warn said inhabitants to meet at the several designated polling places in their respective precincts in said Hudson, to wit:

Precinct I Hudson High School, 69 Brigham Street
Precinct II Glen Road Community Center, 4 Glen Road
Precinct III J.F.K. School, 201 Manning Street
Precinct IV Joseph P. Mulready School, 306 Cox Street
Precinct V Forest Avenue School, 136 Forest Avenue
Precinct VI Auditorium, Town Hall, 78 Main Street
Precinct VII Auditorium, Town Hall, 78 Main Street

On Monday, May 9, 2011, at seven o'clock in the forenoon, *then and there to choose by ballot* the following Town Officers for the ensuing year:

Selectman, one for three years; Moderator, one for one year; School Committee, two for three years; Trustees of Susan Cox, Joseph S. Bradley, J.J. Angell, Sarah A. Brown, George E.D. and Abigail E. Wilkins, Addie E. Cahill, Helen M. Lewis, Mary E. Tacey, Maude A. Whitney and Clara E. Houghton Funds, one for three years; Housing Authority, one for five years; Municipal Light Board, one for three years; Park Commission, one for three years; Board of Health, one for three years; Library Trustees, one for three years; Planning Board, one for three years; Cemetery Commission, one for three years; Cemetery Commission, one for one year (to fill a vacancy); Constable, one for three years; Board of Assessors, one for three years and Vocational Regional District School Committee Member, one for four years


And you are directed to serve this warrant by posting up copies attested by you in the following places: one at the Post Office, one at the Town House, one at the Office of the Town Clerk, and in six other public places in said Town, seven days at least before the time of holding said meeting and by publication in a newspaper published in said Town.


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

Given under our hands this 28th day of February in the year Two Thousand eleven.


Antonio S. Loura, Chairman


Santino Parente, Vice Chairman


Charles P. McGourty


Joseph J. Durant, Clerk

James D. Vereault

INTRODUCTION TO TOWN MEETING

The Town Meeting is a deliberative assembly, charged with considering a number of questions of varying complexity in a reasonable period of time, and with full regard to the rights of the majority.

AUTHORITY

The three elements of authority at Town Meeting are a quorum of 150 registered voters or more, the Moderator and the Town Clerk.

The Moderator presides at and regulates the proceedings, decides all questions of order, and makes declarations of all votes. No one may speak on an issue without being recognized by the Moderator. It is his responsibility to approve the distribution of materials, and persons wishing to do so must seek his permission. The Moderator appoints Tellers and alternates for the purpose of counting votes of the meeting.

THE WARRANT

All matters to be considered at Town Meeting must be published in the Town Meeting Warrant, which is the responsibility of the Board of Selectmen. The Finance Committee reviews the warrant, making recommendations on items of business to be presented. In accordance with the by-laws, all articles in the Warrant are considered in the order in which they appear in the Warrant, unless the Town Meeting, after reasons have been stated. The Moderator has full discretion to decide whether or not the motion to change the order of articles will be entertained.

PARTICIPATION

All remarks should be limited to the subject then under discussion. It is improper to indulge in references to personalities. The Moderator may request any person to keep silent. If after warning from the Moderator, a person refuses to be silent or persists in other disorderly behavior, the Moderator may order a person to withdraw and if he fails to withdraw, may order a police officer to remove such person from the Meeting. Each individual who speaks to the Meeting should make an effort to be as brief as possible out of consideration for others attending the Meeting and the need to give adequate time to all matters coming before it.

CLASSIFIED MOTIONS

Pursuant to section 8 of article II of the by-laws of the Town of Hudson, when a question comes before Town Meeting certain motions shall be received and have precedence in the following order:

PRIVILEGED MOTIONS: These are motions that have no connection with the main motion before the Town Meeting, but are motions of such importance that they are entitled to immediate consideration. These motions have the privilege of temporarily setting aside the main business before the Town Meeting.

TO ADJOURN (decided without debate):

TO FIX THE TIME FOR ADJOURNMENT:

SUBSIDIARY MOTIONS: These are motions that are used to modify or dispose of the main motion being considered. Their existence as motions depend on the main motion to which they are subordinate.

TO LAY ON THE TABLE (decided without debate)

FOR THE PREVIOUS QUESTION (decided without debate)

TO COMMIT

TO AMEND

TO POSTPONE INDEFINITELY

All motions may be withdrawn by the maker if no objection is made.

INFORMATION ON MOTIONS

A motion is the means of bringing a proposal or question before the Meeting for consideration. When put forward it is a motion; after is seconded and acknowledged by the Moderator, it becomes the question or proposal; and if it is approved by the Meeting, it becomes a resolution. Generally, no motion shall be entertained unless the subject is contained within a warrant article. The Moderator shall determine whether a motion is within the "scope of the article," that is, whether the warrant gives adequate notice that the action proposed by the motion might be taken at the Meeting. Articles only give notice and do not initiate action; motions do. Motions may be withdrawn; articles may not be.

Some motions avoid a final determination by the Meeting. A motion to commit or refer sends the matter to an existing board or committee or one to be established. The motion to postpone indefinitely disposes of the question without bringing it to a direct vote. The motion to postpone indefinitely should not be confused with the motion to lay on the table which only temporarily delays a vote.

Pursuant to article II, section 3 of the Town of Hudson by-laws, no vote of Town Meeting shall be reconsidered except upon notice by an individual who voted with the majority thereon given within one hour of such vote at the same or succeeding session. If the individual who gives notice does not immediately make such motion, then a motion to reconsider may be made by another individual voter who voted with the majority.

Pursuant to section 4 of article II, no article in the Warrant shall be again taken into consideration after disposed of unless ordered by a vote of two-thirds of the voters present and voting. Pursuant to section 5 of article II, no voter shall speak more than twice upon any question without obtaining leave of Town Meeting except to correct an error or explain a point, nor until all other individuals who have not spoken and so desire have been given the opportunity to speak. Pursuant to section 6 of article II, all motions must be reduced to writing before being submitted to the Town Meeting if required by the Moderator.

Pursuant to section 9 of article II, a motion to receive the report of a committee shall put the report before Town Meeting but not discharge the committee. A vote to accept or adopt such report with or without amendment shall discharge the committee.

Pursuant to section 10 of article II, a 150-voter quorum is required to conduct business at Town Meeting. However, no quorum is needed for a motion to adjourn.

Pursuant to section 11 of article II, articles in a warrant shall be considered in order, except that the Moderator upon request and for reasons stated, may entertain a motion to consider an article out of regular order.

Pursuant to section 12 of article II and in addition to the authority already specified above, the Moderator may administer the oath of office to a town officer chosen at Town Meeting. If a vote declared by the Moderator is immediately questioned by seven or more voters, then the Moderator must verify the vote by polling voters or dividing the Town Meeting. If a two-thirds vote of Town Meeting is required by State Statute, the count shall be taken and the vote recorded by the Town Clerk. However, if the vote is declared to be unanimous, a count is not needed and the Town Clerk shall record the vote as unanimous unless immediately questioned by seven or more voters.

TOWN FINANCE TERMINOLOGY

The following terms are used from time to time in the Annual Report and Town Meeting. In order to provide everyone with a better understanding of the meaning, the following definitions are offered:

SURPLUS REVENUE: (Sometimes referred to as Excess and Deficiency Account). This fund is the amount by which the Cash, Accounts Receivable, and other assets exceed the liabilities and reserves.

AVAILABLE FUNDS: (Often called "Free Cash") This fund represents the amount of money remaining after deducting from the Surplus Revenue all uncollected taxes for prior years, taxes in litigation and court judgments. This fund is certified annually by the State Bureau of Accounts and may be used to defray town costs by a vote of the Town Meeting.

OVERLAY: The overlay is the amount raised by the Assessors in excess of appropriations and other charges for the purpose of creating a fund to cover tax abatements and exemptions granted and to avoid fractions in the tax rate.

RESERVE FUND: This is a fund established by the voters at the annual town meeting and may consist of direct appropriations or transfers. Transfers from the Reserve Fund are initiated by the Executive Assistant and require the approval of the Finance Committee. The use of the Reserve Fund is restricted to "extraordinary or unforeseen expenditures".