

TOWN OF BERLIN



SELECT BOARD

NOTICE TO VOTERS

This is the first year that:

- 1) Only these documents are being mailed to each voter household. Please bring these documents to Annual Town Meeting (M.G.L. Ch. 30, Sec. 10; Berlin General By-Law Article II, Section 3)
 - **Annual Town Meeting warrant** or “agenda” for the Monday, May 2, 2022, Annual Town Meeting at Berlin Memorial School, 34 South Street. All Berlin registered voters are encouraged to attend to vote on the articles listed on the warrant.
 - **Berlin Finance Committee:**
 - Report for Calendar Year 2021 (July 1, 2020-June 30, 2021)
 - Recommended Budget for Fiscal Year 2023 (7/1/2022 – 6/30/2023)
 - *Please bring the mailer to Town Meeting (extra copies will be available).*
- 2) To eliminate waste and contain costs, this is the first year that the Town will not be mailing the Annual Town Report to each voter household. Instead, the *2021 Annual Town Report* is available:
 - Online: <https://www.townofberlin.com/select-board/pages/annual-town-reports>
 - Print copies will be available at Annual Town Meeting, the Town Offices & Public Library.

UPDATES <https://www.townofberlin.com/home/news/2022-annual-town-meeting-town-election-town-report>

BERLIN

2022 ANNUAL TOWN MEETING WARRANT



Monday, May 2, 2022, at 6:30 PM

***Additional session, if needed:* Tuesday, May 3, 2022, at 6:30 PM**

Berlin Memorial School

34 South Street, Berlin, MA 01503

To the Constable of the Town of Berlin in the County of Worcester:

Greetings: In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet at the Berlin Memorial School, 34 South Street, in said Berlin on **MONDAY, the SECOND DAY OF MAY, 2022, next, at 6:30 o'clock in the evening**, then and there to act on the following articles; or in relation thereto:

***** CURRENT FISCAL YEAR 2022 ENDING JUNE 30, 2022 *****

UNPAID BILLS OF PRIOR FISCAL YEARS

ARTICLE 1: To see if the Town will vote to transfer from Fiscal Year 2022 Police Department Expenses (210-5700) the sum of **eighty dollars and ninety-two cents (\$80.92)** to pay an unpaid bill of the prior fiscal year, or take any action relative thereto. (Police Chief)

4/5 VOTE - MGL c.44, §64

Finance Committee recommendation: 5-0

Summary: *The Police Department received an invoice from UMass Memorial Health after the start of Fiscal Year 2022 for services rendered in Fiscal Year 2021 for a pre-hire physical. This portion of the total amount had not been encumbered to allow the prior year's invoice to be paid in full in the current year; therefore, a 4/5 vote of the Annual Town Meeting is required to authorize the payment.*

FIRE/EMS VEHICLE AND POLICE VEHICLE SUNSET CLAUSE EXTENSIONS

ARTICLE 2: To see if the Town will vote to amend the vote taken under Article 7 items 3 and 4 of the 2021 Annual Town Meeting, to further extend until June 30, 2023, the date by which money must be expended for the purpose of purchasing and equipping a new Fire and EMS Department Car 2 pickup truck to replace non-operational Car 2 and a new Police Department Police cruiser SUV to replace the 2014 Ford Interceptor SUV; said non-operational Fire and EMS Car 2 and Police 2014 Ford Interceptor SUV to be sold or traded, or take any action relative thereto. (Fire and EMS Department, Police Department, Town Accountant)

Finance Committee recommendation: 5-0

Summary: *Receipt of these public safety vehicles is not anticipated by June 30, 2022, due to supply chain delays; therefore, a vote to extend the June 30, 2022 sunset clause voted under Article 7 of the 2021 Annual Town Meeting is required.*

SNOW & ICE DEFICIT

ARTICLE 3: To see if the Town will vote to appropriate from Free Cash, a sum of money to offset the Fiscal Year 2022 Snow and Ice labor (01-423-5112 and 5114) and expense (01-423-5700) account deficits; or take any action relative thereto. (Town Accountant/Select Board)

Finance Committee recommendation: 5-0

Summary: *MGL c.44, s.31D allows Snow and Ice accounts to be deficit spent. The purpose of this article is to restore any deficits in the Fiscal Year 2022 Snow and Ice operating budget accounts, if needed.*

TOWN OFFICE AND PUBLIC SAFETY PARKING LOT EXPANDED SCOPE AND SUNSET CLAUSE EXTENSION

ARTICLE 4: To see if the Town will vote to amend the scope of Article 18 (item 5) of the June 22, 2020, Annual Town Meeting, for the purpose of Town Office and Public Safety “Parking Lot Repair, including regrading and repaving, and reconstruction of the drainage system, signage, lighting”, to also include “landscaping, hardscaping and access improvements to town-owned buildings”, and to remove the June 30, 2022 sunset clause in said Article 18 (item 5), or take any action relative thereto. (Town Accountant)

Finance Committee recommendation: 5-0

Summary: *The repaving and line striping portion of this project has been completed at a total cost of \$145,291.59, leaving a balance of \$159,708.41 in the original \$205,000 appropriation after the \$100,000 state reimbursement grant is applied. Landscaping, hardscaping (including island repairs & replacement), and access improvements are needed for this project and to address similar needs at other town-owned buildings. A vote to remove the June 30, 2022 sunset clause is required to complete the work.*

TRANSFER PUBLIC SAFETY MITIGATION PAYMENTS TO THE PUBLIC SAFETY STABILIZATION FUND

ARTICLE 5: To see if the Town will vote to amend the vote taken under Article 13 of the November 8, 2021, Special Town Meeting, the establishment of the Public Safety Special Purpose Stabilization Fund, to include in its funding purposes public safety personnel wages, training, equipment and supply costs, and to transfer to the Public Safety Special Purpose Stabilization Fund, all Development Agreement Public Safety Mitigation receipts received by the Town following the November 8, 2021, Special Town Meeting through June 30, 2022, or take any action relative thereto. (Select Board)

Finance Committee recommendation: 5-0

Summary: *The Public Safety Special Purpose Stabilization Fund was established and initially funded by the vote taken under Article 13 of the November 8, 2021, Special Town Meeting. Pursuant to the last paragraph of G.L. 40, c. 5B accepted under said vote, all Development Agreement Public Safety Mitigation receipts received on or after July 1, 2022, will be dedicated without further appropriation to the Public Safety Special Purpose Stabilization Fund. Until then, Town Meeting must vote to transfer all Public Safety Mitigation receipts received since the November 8, 2021, Special Town Meeting.*

POLICE COLLECTIVE BARGAINING AGREEMENT FUNDING

ARTICLE 6: To see if the Town will vote to raise and appropriate, transfer, or otherwise provide a sum of money to fund any necessary Fiscal Year 2022 costs associated with the collective bargaining agreement between the Town of Berlin and Berlin Police Union Local 264, Massachusetts Coalition of Police, IUPA, AFL-CIO, or take any action relative thereto. (Select Board)

Finance Committee recommendation: 5-0

Summary: *Collective bargaining negotiations are ongoing for a successor contract to the July 1, 2018, through June 30, 2021 contract between the Town and the Berlin Police Union. This article would fund any required Fiscal Year 2022 contract costs over and above available Fiscal Year 2022 Contingency line item funding voted under Article 18 of the May 15, 2021 Annual Town Meeting.*

ADDITIONAL FUNDING FOR 6A-1 AMBULANCE REPLACEMENT

ARTICLE 7: To see if the Town will vote to transfer from available Ambulance receipts reserved for appropriation, the sum of **five thousand dollars (\$5,000)**, to be added to the three hundred fifteen thousand dollars (\$315,000) approved under Article 7 of the November 8, 2021, Special Town Meeting, for the purchase and equipping of an ambulance, to be spent under the direction of the Fire & EMS Chief, or take any action relative thereto. (Fire & EMS Department)

Finance Committee recommendation: 5-0

Summary: *This article is to match the specification-driven funding and the supply and demand-related increased costs associated with the replacement of the current 6A-1 ambulance.*

CABLE ACCESS COMMITTEE – SUPPLEMENTAL P.E.G. SPENDING

ARTICLE 8: To see if the Town of Berlin will vote to appropriate from the Public, Educational, and Government (P.E.G.) Access & Cable Related Fund the additional sum of **ten thousand dollars (\$10,000)** to fund the purchase and installation of audio and video equipment, and any costs related or incidental thereto, in meeting rooms located at the Town Offices, 23 Linden Street, in accordance with the P.E.G. Access grant and Massachusetts General Law Chapter 44, Section 53F 3/4, and to extend until June 30, 2023, the date by which money appropriated under this Article and Article 16 of the May 15, 2021, Annual Town Meeting must be expended for this purpose, said sums to be expended by the Cable Access Committee with unexpended funds as of June 30, 2023, being returned to their original funding source, or take any action relative thereto. (Cable Access Committee)

Finance Committee recommendation: 5-0

Summary: *The purpose of this article is to appropriate supplemental funding and extend previously authorized funding from the P.E.G. Access & Cable Related Fund to Fiscal Year 2023, if needed, for the purchase, installation, and related costs of audio and video equipment in Town Office meeting rooms.*

***** UPCOMING FISCAL YEAR 2023 (July 1, 2022 thru June 30, 2023) *****

ARTICLES 9 THROUGH 15 TO BE MOVED TOGETHER AS PRINTED IN WARRANT

ARTICLE 9: To see if the Town will vote to fill all vacancies and choose all necessary Town Officers, not required to be chosen by ballot, or take any action relative thereto.

MOTION: I move that the Select Board, or any other Board having the proper authority, appoint all necessary Town Officers as may be provided for by statute or other authority and who are not required by law to be chosen by ballot.

ARTICLE 10: To see what action the Town will take on the printed reports of the officers and committees of the Town for the Year 2021; or take any action relative thereto.

MOTION: I move that the various reports of officers and committees of the Town as contained in the 2021 Annual Town Report be accepted by the Town, but without imposing any personal liability on any individuals who are officers of any board for the action taken hereby.

ARTICLE 11: To see if the Town will vote to authorize the Treasurer, with the approval of the Select Board, to borrow in anticipation of reimbursement to the Town by the Massachusetts Department of Transportation for the repair of roads and bridges; and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Massachusetts General Law Chapter 44, Section 20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs or take any action relative thereto.

MOTION: I move to authorize the Treasurer, with the approval of the Select Board, to borrow money in anticipation of reimbursement to the Town by the Massachusetts Department of Transportation for the repair of roads and bridges.

ARTICLE 12: To see if the Town will vote pursuant to Massachusetts General Law Chapter 44, Chapter 53E½, to establish annual expenditure limits for Fiscal Year 2023 for the following revolving funds listed in the Revolving Funds by-law, Article XX of the General By-laws, as set forth below:

Library Video Fines	\$1,000
Recreation	\$20,000
Town Hall	\$40,000

Or take any other action relative thereto.

Finance Committee recommendation: 5-0

MOTION: I move to fix the maximum amount that may be spent during Fiscal Year 2023 beginning on July 1, 2022, for the revolving funds established under Article XX of the Town General By-laws for certain departments, boards, committees, or officers in accordance with Massachusetts General Law Chapter 44, Section 53E½, as printed in Article 12 of the warrant for this meeting.

ARTICLE 13: To see if the Town will vote to authorize the Tree Warden to expend from the Highway Department Expense budget, as enacted under Article 20 of this Annual Town Meeting, a sum not to exceed **three hundred dollars (\$300)** for insect and pest control and a sum not to exceed **two thousand dollars (\$2,000)** for Dutch Elm disease control, provided that the Tree Warden shall request the expenditure of such funds of the Select Board, or take any action relative thereto.

Finance Committee recommendation: 5-0

MOTION: I move to authorize the Tree Warden to expend from the Highway Department Expense Budget, as enacted under Article 20 of this Annual Town Meeting, a sum of **three hundred dollars (\$300)** for insect and pest control and a sum of **two thousand dollars (\$2,000)** for Dutch Elm Disease control, provided that the Tree Warden shall request the expenditure of such funds of the Select Board.

ARTICLE 14: To see if the Town will vote to appropriate the apportionment of Chapter 90 Transportation Bond Issue monies in the amount certified by the Commonwealth of Massachusetts, or take any action relative thereto.

Finance Committee recommendation: 5-0

MOTION: I move to appropriate the apportionment of Chapter 90 Transportation Bond Issue monies in the amount certified by the Commonwealth of Massachusetts.

ARTICLE 15: To see if the Town will vote to authorize the Select Board, in accordance with the provisions of Massachusetts General Laws Chapter 30B, Section 12(b), to solicit and award contracts for terms exceeding three (3) years, including any renewal, extension or option, provided in each instance the longer term is determined to be in the best interest of the Town by a vote of the Select Board, as appropriate, or take any action relative thereto. (Select Board)

MOTION: I move that the Town vote to authorize the Select Board, in accordance with the provisions of Massachusetts General Laws Chapter 30B, Section 12(b), to solicit and award contracts for terms exceeding three (3) years, including any renewal, extension or option, provided in each instance the longer term is determined to be in the best interest of the Town by a vote of the Select Board, as appropriate.

OUTSTANDING 2021 TOWN REPORTS

ARTICLE 16: To hear and act on any reports not included in the printed 2021 Annual Town Report, or take any action relative thereto.

**ESTABLISHMENT OF INSPECTOR WAGES REVOLVING FUNDS AND
REVOLVING FUNDS BYLAW AMENDMENT**

ARTICLE 17: To see if the Town will vote pursuant to Massachusetts General Law Chapter 44, Chapter 53E½, to establish a Plumbing & Gas Inspector Wages revolving fund and an Electrical Inspector Wages revolving fund, and set a Fiscal Year 2023 annual expenditure limit of \$75,000 for each such revolving fund, and, for such purposes, to amend the table under Article XX of the Town of Berlin General By-laws by inserting said revolving funds as shown in ***bold italics***, and deleting obsolete revolving funds as shown in ~~strike through~~, with all remaining balances closed out to the General Fund, as set forth below:

TITLE	SOURCE OF RECEIPTS AND USE OF FUNDS	AUTHORITY TO EXPEND
Dog Licensing	Receipts: 50% of dog fees collected. Uses: Cost of licensing and purchase of dog tags.	Town Clerk
Library Video Fines	Receipts: Video fines, photocopier fees, fax fees, and fees for lost materials. Uses: Purchase of new and replacement material.	Library Trustees/ Director of Library
Assessors Maps	Receipts: Planning Board fees charged for map updates, monies collected for the sale of maps, deeds, and reports. Uses: The cost of updating Town maps.	Board of Assessors
Recreation	Receipts: Facility rental fees, contributions, and other funds. Uses: Purchase services or supplies which are part of Recreation programs.	Recreation Committee
Town Hall	Receipts: Contributions, donations, user fees, and fundraising activity receipts. Uses: Supplies, part-time wages, and related benefits, maintenance, general operating expenses & expenses related to fundraisers.	Select Board/ Town Hall Manager
Permitting Software	Receipts: 3% atop Building, Plumbing/Gas, and Electrical permit fees. Use: Payment to GeoTMS, Inc. for support for, training on, and right to use its permitting software.	Board of Selectmen
<i>Plumbing & Gas Inspector Wages</i>	<i>Receipts: 95% of Plumbing/Gas permit fees received. Use: Payment of wages to Plumbing & Gas Inspector or Alternate Plumbing & Gas Inspector as assigned, according to established compensation policies & procedures.</i>	<i>Town Treasurer (MGL c.41, s.41)</i>
<i>Electrical Inspector Wages</i>	<i>Receipts: 75% of Electrical permit fees received. Use: Payment of wages only to Electrical Inspector or Alternate Electrical Inspector as assigned, according to established compensation policies & procedures.</i>	<i>Town Treasurer (MGL c.41, s.41)</i>

Or take any action relative thereto. (Select Board/Accountant)

Finance Committee recommendation: 5-0

Summary: *The purpose of this article is to establish and set initial funding for two new revolving funds and delete three no-longer-used revolving funds.*

CABLE ACCESS COMMITTEE – P.E.G. SPENDING

ARTICLE 18: To see if the Town of Berlin will vote to appropriate from the Public, Educational, and Government (P.E.G.) Access & Cable Related Fund the **sum of seventy-nine thousand five hundred thirty-five dollars (\$79,535)** as a grant to be used for Fiscal Year 2023 operating purposes, and an additional sum of **fifty thousand dollars (\$50,000)** to fund the purchase and installation of audio and video equipment, and any costs related or incidental thereto, in meeting rooms located at the Town Offices, 23 Linden Street, in accordance with the P.E.G. Access grant and Massachusetts General Law Chapter 44, Section 53F 3/4, said sums to be expended by the Cable Access Committee; or take any action relative thereto. (Cable Access Committee)

Finance Committee recommendation: 5-0

Summary: *The purpose of this article is to 1) appropriate money from the P.E.G. Access & Cable Related Fund account to cover the cost of goods and services related to the operations of Berlin Cable, per the P.E.G. Access agreement, and 2) extend previously authorized funding from the P.E.G. Access & Cable Related Fund to Fiscal Year 2023, if needed, for the purchase and installation of audio and video equipment in Town Office meeting rooms.*

FISCAL YEAR 2023 CAPITAL BUDGET

ARTICLE 19: To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide the sum of **four hundred ninety-seven thousand six hundred nineteen dollars (\$497,619)** for the purpose of funding the Fiscal Year 2023 CAPITAL BUDGET as recommended by the Capital Planning Committee, including acquisition, installation and equipping and other expenses incidental or related thereto, and Capital Stabilization funding, for the fiscal year beginning July 1, 2022, as follows, with all unexpended or unencumbered funds for Items #1, 2 and 3 to be returned to their original funding source upon project close-out, or take any action relative thereto.

(Capital Planning Committee) **2/3 vote required for Items #1, 2 and 3**

Finance Committee recommendation: 5-0

Item	Dept	Project Title	Cost	Funding Source	Notes
#1.	Fire/EMS	Command Car 1 Replacement	\$60,000	Public Safety Special Stabilization	Replace Car 1 - Chief's Command Vehicle, Old Car 1 to be sold or traded.
#2.	Fire/EMS	Air Bag Rescue System & Equipment	\$15,364	Public Safety Special Stabilization	Purchase an airbag rescue system and associated equipment for motor vehicle extractions
#3.	Police	Cruiser Replacement	\$54,641	Public Safety Special Stabilization	Replace Car #5 2016 Ford F-150 pickup with a new Ford Explorer SUV hybrid. Part of yearly replacement program...safety issue, maintenance cost. 2016 Ford F-150 pickup has become Chief's car.
#4.	Highway	Hot Top	\$80,000	Free Cash	Recurring need to improve/ repair roads. Supplements Ch. 90 state funds.
#5.	Highway	2006 One Ton Dump Truck Replacement	\$85,000	Free Cash	Replace a 2006 F550 one-ton dump truck in poor condition with 91,228 miles, with a 2022 Ford F550 Super Duty one-ton dump truck with a 9' heavy-duty plow. Old one-ton truck to be sold or traded.
#6.	Planning Board	Master Plan Updates	\$5,000	Free Cash	Continuation of updates to the master plan and related components such as open space, housing production, and transportation. MA state requirement and necessary for grant eligibility.
#7.	Capital Planning Committee	Fund Capital Stabilization	\$197,614	Free Cash	Savings to partially fund and/or reduce debt service on major capital projects (GL c.44, §§7 & 8), per Free Cash Guidelines.

FISCAL YEAR 2023 BUDGET

ARTICLE 20: To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, or otherwise provide all necessary sums of money to defray the Town's expenses for the fiscal year beginning July 1, 2022, and to determine the salaries of the Town Officers for that period; or take any action relative thereto.

This article contains multiple motions that the Finance Committee will present to this Town Meeting on a separate motions sheet.

COMMUNITY PRESERVATION ACT FISCAL YEAR 2023 BUDGET

ARTICLE 21: To see if the Town will vote to appropriate or transfer/reserve from the Community Preservation fund annual revenues in the amounts recommended by the Community Preservation Act Committee for committee administrative expenses, community preservation projects, and other expenses in Fiscal Year 2023, with each item to be considered a separate appropriation:

Appropriations:

From FY 2023 estimated revenues

For Committee Administrative Expenses 28,125.00

From FY 2023 estimated revenues

For Budgeted Reserve 365,625.00

Revenues:

From FY 2023 estimated revenues

For Community Housing Reserves 56,250.00

From FY 2023 estimated revenues

For Committee Historic Reserve 56,250.00

From FY 2023 estimated revenues

For Open Space Reserve..... 56,250.00

Or take any action relative thereto. (Community Preservation Committee)

Finance Committee recommendation:

COMMUNITY PRESERVATION ACT FISCAL YEAR 2023 PROJECTS

ARTICLE 22: To see if the Town will vote to appropriate the total sum of \$100,000 from the Community Preservation Fund, with the sum of \$48,466.70 to be transferred from the Fund Balance Reserved for Historic Resources Fiscal Year 2022 and the sum of \$51,533.30 to be transferred from the Fund Balance Reserved for Historical Resources Fiscal Year 2023, for architectural services to support the Massachusetts Historical Commission (MHC) Grant and for structural rehabilitation at the historic Bullard House located at 4 Woodward Avenue in the Town of Berlin, and, further, to amend the vote taken under Article 9 of the November 8, 2021 Special Town Meeting, pursuant to which \$77,483.73 was appropriated from the CPA Fund Balance Reserved for Historic Resources, to allow up to \$30,000 of said funds to be used to engage a licensed architect to support said Massachusetts Historical Commission (MHC) Grant and structural rehabilitation, including any incidental and related purposes; said funds to be expended by the Historical Commission in consultation with the Community Preservation Act Committee; or take any action relative thereto.

The Historical Commission will provide a summary of this article at the Annual Town Meeting.

ARTICLE 23: To see if the Town will vote to

A) Authorize the Select Board to acquire, for open space purposes, three parcels of land near the junction of Linden Street and Lyman Road in the Town of Berlin, identified on Assessors Map 9 as Parcel 41 (consisting of 59.54 acres, more or less) and Parcel 42 (containing 38.57 acres, more or less), and on Assessors Map 10 as Parcel 6 (containing 7.67 acres, more or less), with the care, custody, and control of said parcels to be held by the Conservation Commission pursuant to M.G.L. Chapter 40, §8C;

B) Authorize the Select Board, or its designee, to apply for, accept, and expend on behalf of the Town of Berlin any funds that may be provided by the Commonwealth or other public or private sources to defray all or a portion of the costs of said acquisition, including, but not limited to, grants and/or reimbursement from the

Commonwealth under the LAND Act grant program (M.G.L. Chapter 132A, §11) and/or the Land and Water Conservation Fund, and any other funds in any way connected with the scope of this acquisition;

C) Appropriate the total sum of \$1,250,000 to acquire said parcels and pay for costs incidental or related thereto, which appropriation shall be funded as follows:

Date	Amount	Funding Source
5/2/22 ATM	\$48,466.70	CPA Fund Balance Reserved for Open Space 2022
5/2/22 ATM	\$283,724.25	CPA Budgeted Reserve 2022
5/2/22 ATM	\$17,809.05	CPA Fund Balance Reserved for Open Space 2023
5/2/22 ATM	\$100,000	Free Cash
5/2/22 ATM	\$260,000	Conservation Commission Open Space account
1/20/22	\$50,000	Sudbury Valley Trustees fundraising for the purpose of this land acquisition
11/8/21 STM	\$490,000	Undesignated Community Preservation Fund Balance

TOTAL APPROPRIATION FOR ACQUISITION \$1,250,000

E. Any grants and/or funds so received to be used, to the extent consistent with law, to first return to the General Fund an amount equal to any sums appropriated from Free Cash, and the remaining grants and/or funds to reimburse the Community Preservation Fund, and, further,

F. Authorize the Town Administrator, the Select Board, and/or the Conservation Commission, as applicable, to enter into all agreements and execute any and all instruments as may be necessary or appropriate to effectuate the foregoing acquisition, and, further, as required by M.G.L. c.44B, § 12(a), to authorize the Select Board to convey to the Sudbury Valley Trustees, or any other organization qualified and willing to hold, a perpetual conservation restriction on said parcels in accordance with M.G.L. Chapter 184;

Or take any other action relative thereto. (Conservation Commission)

Finance Committee recommendation:

Capital Planning Committee recommendation:

Summary: *The Conservation Commission (CC) is working to finalize the acquisition of 100+- acres at the corner of Linden St and Lyman Road in conjunction with Sudbury Valley Trustees (SVT). SVT has entered into a purchase option agreement with the property owner thus allowing the Commission to apply for grants to reimburse funds spent on this acquisition. These funds, along with the \$490,000 granted to this project from CPA funds at the fall STM, will help ensure the timely acquisition of this land for the town. This article will fully fund this project which is a requirement of the state for us to be able to apply for reimbursement grants. The funding breaks down as follows:*

Purchase price -	\$1,250,000
SVT fundraising -	(\$50,000)
CPA (from the 11/8/2021 STM) -	(\$490,000)
CPA (this article) -	(\$350,000)
CC Open space (this article) -	(\$260,000)
Free cash (this article) -	(\$100,000)

*All of this **must** be in place at **this** Town Meeting for us to apply for the grants. The grants could bring between \$600,000 (50%) and \$937,000 (75%) back to CPA for use on other CPA projects.*

TAX DEFERRAL INTEREST RATE REDUCTION

ARTICLE 24: To see if the Town will vote to reduce the rate of interest that accrues on property taxes deferred by eligible seniors under M.G.L. c. 59, § 5, Clause 41A from 5% (five percent) to 2% (two percent), with such reduced rate to apply to taxes assessed for any fiscal year beginning on or after July 1, 2022, for Fiscal Year 2023, or take any action relative thereto. (Board of Assessors)

Finance Committee recommendation: 4-0

Summary: *The purpose of this article is to provide additional relief to eligible taxpayers who have entered into a tax deferral agreement with the Town. Mass General Law allows towns to lower the interest rate it collects on tax deferrals. This was lowered at the May 2016 Town Meeting from 8% to 5%. Tax deferrals require age and asset limits and must be filed yearly to qualify. With interest market rates being so low and to help eligible seniors to stay in their own homes, the Board of Assessors recommends that the rate be lowered to 2%*

POLICE BRIDGE ACADEMY TRAINING

ARTICLE 25: To see if the Town will vote to transfer from the Public Safety Special Stabilization fund the sum of **forty-five thousand dollars (\$45,000)** to pay for costs associated with two years of Bridge Academy training for part-time officers under the Police Reform Law; or take any action relative thereto. (Police Chief/Select Board)

2/3 vote required

Finance Committee recommendation: 4-0

Summary: *The purpose of this article is to fund all Bridge Academy training costs in Fiscal Year 2023 and Fiscal Year 2024 for part-time officers as required under the Mass. Police Reform Law.*

GENERAL STABILIZATION FUNDING

ARTICLE 26: To see if the Town will vote to appropriate from Free Cash the sum of **one hundred ninety-seven thousand six hundred fourteen dollars (\$197,614)** to fund the General Stabilization Fund in the fiscal year ending June 30, 2022; or take any action relative thereto.

Finance Committee recommendation: 5-0

Summary: *The Town's General Stabilization Fund has a current balance of \$1,200,000 and is available only with a 2/3 vote of Town Meeting for emergency use and for other extraordinary expenses. The purpose of this article is to supplement General Stabilization funding using certified Free Cash per the Finance Committee's established Use of Free Cash Guidelines.*

STATUTE ACCEPTANCE

ARTICLE 27: To see if the Town will vote pursuant to Massachusetts General Law c.44, s.55C to establish an Affordable Housing Trust for the purpose of providing for the preservation and creation of affordable housing in the Town of Berlin for the benefit of low- and moderate-income households, as set forth in the Town Meeting handout titled "May 2, 2022, Annual Town Meeting Article 27: Berlin Municipal Affordable Housing Trust", or take any action relative thereto. (Planning Board)

Finance Committee recommendation: 5-0

Summary: *The article would provide for the creation of an Affordable Housing Trust for the preservation and creation of affordable housing in the Town of Berlin for the benefit of low-and- moderate-income households. The Trust would be governed by Trustees in accordance with Mass. General Laws Chapter 44, Section 55C and the authority granted by Town Meeting. Passage would establish the specific powers of the Affordable Housing Trust as well as the actions the Trust could undertake. With the passage of the Community Preservation Act, funds are now generated that can be used to support the housing needs of low-and-moderate income households. The creation of a Trust will provide for the effective use of these CPA funds.*

ARTICLE 28: To see if the Town will vote to establish an Other Post-Employment Benefits (OPEB) Fund pursuant to Massachusetts General Law c.32B, s.20(b) for the purpose of funding post-retirement health benefits for eligible Town of Berlin employees; or take any action relative thereto. (Insurance Advisory Committee)

Finance Committee recommendation: 5-0

Summary: *The Insurance Advisory Committee (IAC) has been reviewing the potential for Other Post-Employment Benefits (OPEB). The intent is for the Town of Berlin to provide post-retirement health insurance benefits to certain eligible employees based on established requirements and years of service. This article would establish but not yet fund or create the trust structure for an OPEB Trust Fund to pay for future retiree health insurance costs. Other than voters by ballot vote, Town Meeting has the sole local authority to approve contributing to retiree health insurance for qualified Town employees, establishing the OPEB Trust Fund oversight structure, and funding the OPEB Trust Fund. The Town of Berlin is only one of a small handful of communities in Massachusetts that currently does not contribute toward retiree health benefits for eligible Town employees. The IAC believes that by the Town not contributing toward retiree health insurance, the Town is disadvantaged in recruiting and retaining quality municipal employees. Based on an actuary study by the Odyssey Advisory Group, the annual cost to fund OPEB over a 30-year period would be around \$150,000. The IAC has identified numerous cost-saving initiatives that will fund OPEB with minimal impact on the budget. The goal of this article is to bring equity to the Town of Berlin's employees when compared to surrounding communities. This will enable the Town of Berlin to recruit and maintain a quality work staff that supports the community.*

GENERAL BYLAWS

PERSONNEL BYLAW

ARTICLE 29: To see if the Town will amend the General Bylaws by deleting Article VIII Personnel and Procedures in its entirety and replacing it with the text shown on the Town Meeting handout titled "May 2, 2022 Annual Town Meeting Article 29: General Bylaw Amendment - Article VIII Personnel Bylaw" on file in the Town Clerk's office, or take any action relative thereto. (Personnel Committee/Select Board)

Summary: *The purpose of this article is to replace the outdated bylaws last amended at the 1999 Annual Town Meeting. Adoption of the new bylaw would replace obsolete policies and legal references and allow established Select Board-approved personnel policies to govern benefits for non-union, non-contract Town employees.*

ENGINE "JAKE BRAKE" BYLAW

ARTICLE 30: To see if the Town will vote to amend the General Bylaws by inserting in Article VI Public Roads, Ways and Places, a new "Section 9. Excessive noise from compression brakes prohibited", as follows:

It is unlawful for the driver of any vehicle to use or operate, or cause to be used or operated along any public way maintained by the Town of Berlin, any compression brake, engine brake, dynamic brake or mechanical exhaust device designed to assist in the deceleration or braking of any motor vehicle, if such device or devices result in excessive, loud, or otherwise unusual noise.

This section may be enforced through any lawful means in law or in equity, including, but not limited to, non-criminal disposition pursuant to G.L. c. 40, §21D. If enforced through non-criminal disposition, any person who violates any provision of this section shall be subject to a penalty of two hundred fifty dollars (\$250.00) per violation, and, for such purposes, the Police Chief and any Police Officer of the Town shall be the enforcing authority.

Or take any action relative thereto. (Traffic Safety Advisory Committee/Select Board)

Summary: *The Town of Berlin, like all of our surrounding towns, has experienced increased building and infrastructure activity. With this work, an increased number of large commercial trucks are using our roads to haul materials of all kinds. This bylaw is aimed at helping to preserve the peace and tranquility of our neighborhoods and town center. The excessive noise of "Engine Brakes" constitutes noise pollution that doesn't match the character of our town. This article does not seek to ban the use of all engine brakes; merely the "modified" ones that create an enormous amount of unpleasant noise.*

ZONING BYLAWS

ARTICLE 31: To see if the Town will vote to amend the Zoning By-law by inserting in proper alphabetical order the following new definitions in Article 14, Definitions:

Contractor yard: Any land or buildings used for the housing, storage or repair of equipment, vehicles, machinery (new or used), supplies, materials, or components used by the owner or occupant of the premises, or on behalf of a contractor, stored for use offsite.

Salesroom: a building or any part thereof in which only goods which are not readily portable are kept exposed for sale or auction by a retailer or wholesaler; showroom.

Service establishment: Any establishment whose primary activity is the provision of assistance, as opposed to products, to individuals, business, industry, government, and other enterprises excluding Home Occupations requiring a Special Permit. Service establishment means any business, or professional providing a substantial function of the business as on-site services, which involve personal contact with people who do not work in the office. Examples include, but shall not be limited to, residential real estate sales, medical offices, and employment agencies. Also included shall be personal service shops that administer personal services, including but not limited to beauty and barber shops, nail salons, tanning salons, day spas, pet grooming, tailoring, shoe repair, and other similar uses.

Or take any action relative thereto. (Planning Board)

Summary: *Defining these terms clarifies the intent of the Zoning Bylaw.*

ARTICLE 32: To see if the Town will vote to amend the Zoning Bylaw Article 14, Definitions, "Floor Area", by deleting the existing text in its entirety and replacing it with the following:

Floor Area: The sum of the horizontal areas of each floor of a building, measured from the interior faces of the exterior walls or from the centerline of any common walls separating two buildings. The floor area measurement is exclusive of areas of unfinished basements, unfinished attics, attached garages or space used for off-street parking or loading, breezeways, enclosed and unenclosed porches, elevator or stair bulkheads, and accessory structures.

Or take any action relative thereto. (Planning Board)

Summary: *The current definition of floor area is very cumbersome to utilize. This change will make the calculation less complex.*

ARTICLE 33: To see if the Town will vote to amend the Zoning By-law, Section 540, Home-Based Contracting Business, as follows:

A) Add the following sentence to the end of Section 540.1: "The business shall be owned and operated by a resident and owner of the dwelling.

- B) Insert, in the first sentence of Section 540.5, the word “incidental” before the word “materials” so that the sentence will read: “Machinery and incidental materials used in the conduct of the business, if stored outside, shall be completely screened from public view.”
 - C) Insert the following new sentence at the end of Section 540.6: “Any vehicle displaying the name of, or any advertising for, the home-based contracting business shall not be considered a private use vehicle.”
- Or take any action relative thereto. (Planning Board)

Summary: *These changes specify certain criteria that must be met to operate a Home-Based Contracting Business.*

ARTICLE 34: To see if the Town will vote to amend the Zoning By-law, Section 1020, Noise, by deleting Section 1021, General Requirements, in its entirety, and replacing it with the following:

1021 General Requirements

1021.1 Noise as measured at any property line of the lot shall not exceed the following intensities:

7:00 A.M. – 10:00 P.M. 60 dBA

10:00 P.M. – 7:00 A.M. 50 dBA

1021.2 The above limitations shall not apply to:

- (a) Temporary construction activity that takes place between the hours of 7:00 A.M. and 7:00 P.M.
- (b) Snow removal operations
- (c) Parking lot vacuuming/sweeping operations or trash removal operations that take place between the hours of 7:00 A.M. and 7:00 P.M.
- (d) Noise making devices which are maintained and utilized exclusively to serve as warning devices.
- (e) Use of power tools and equipment such as lawn mowers, chain saws, tractors used for non-agricultural purposes, and similar equipment for the maintenance of property.
- (f) Sounds emitted during and associated with parades, public gatherings, concerts, or sporting events, for which permits have been issued provided that said parades, public gatherings, concerts, or sporting events in Berlin do not cause noise in another city or town.

Or take any action relative thereto. (Planning Board)

Summary: *This article has three objectives. The first is to correct a conflict in the hours of activity in the language of the existing Bylaw. The second change increases the maximum dBA in the 7:00 A.M. – 10:00 P.M. time-period from 55 dBA to 60 dBA. The final change adds section (f) which would provide for an exemption for activities for which a permit had been issued by the Town, presumably by the Selectboard. The Town in issuing a permit, would be able to establish certain criteria under which the event might occur, and a permit might be issued for single as well as multiple dates on an annual basis.*

ARTICLE 35: To see if the Town will vote to amend the Zoning By-Law, Section 340, Table of Accessory Use Regulations, by deleting the current listing for the use titled, "Home Occupation", and replacing it with the following:

Home Occupation	RA	MD	CV	C	LB	LI
	SR	SR	YR	YR	N	N

Or take any action relative thereto. (Planning Board)

Summary: *Currently Home Occupations are allowed by right in the Residential Agricultural Zone. The change would make it necessary to receive a Special Permit and Site Plan Approval to establish such a use in this Zone. This would allow abutters the opportunity to comment on the proposal at a public hearing before approval.*

ARTICLE 36: To see if the Town will vote to amend Article 11: Nonconforming Uses and Structures by deleting the current text in its entirety and replacing it with the following:

ARTICLE 11: NONCONFORMING USES AND STRUCTURES

1110 APPLICABILITY

This Zoning By-Law shall not apply to structures or uses lawfully in existence or lawfully begun, or to a building or special permit issued before the first publication of notice of the public hearing required by G.L. c. 40A, s.5, at which this zoning by-law, or any relevant part thereof, was adopted. Such prior, lawfully existing nonconforming uses and structures may continue, provided that no modification of the use or structure is accomplished, unless authorized hereunder.

1120 NONCONFORMING USES in Non-Residential-Agricultural Zones

The Board of Appeals may grant a special permit to change a nonconforming use in accordance with this section only if it determines that such change or extension shall not be substantially more detrimental than the existing nonconforming use to the neighborhood. The following types of changes to nonconforming uses may be considered by the Board of Appeals:

- (a) Change or substantial extension of the use.
- (b) Alteration to the existing structure to provide for a substantially different purpose or for the same purpose in a substantially different manner or to a substantially greater extent,
- (c) Change from one nonconforming use to another, less detrimental, nonconforming use.

1125 NONCONFORMING USES in the Residential-Agricultural Zone

A nonconforming use in the Residential-Agricultural Zone may not be extended, altered, or changed.

1130 NONCONFORMING STRUCTURES in Non-Residential-Agricultural Zones

The Board of Appeals may grant a special permit to reconstruct, extend, alter, or change a nonconforming structure in accordance with this section only if it determines that such reconstruction, extension, alteration, or change shall not be substantially more detrimental than the existing nonconforming structure to the neighborhood. The following types of changes to nonconforming structures may be considered by the Board of Appeals:

- (a) Reconstruction, extension, or structural change to the existing structure,
- (b) Reconstruction after a catastrophe, provided that the owner shall apply for a building permit and start operations for reconstruction on said premises within twelve (12) months after such catastrophe, and provided that the building(s) as reconstructed shall be only as great in volume or area as the original nonconforming structure.

1140 NONCONFORMING SINGLE AND TWO-FAMILY RESIDENTIAL STRUCTURES

1141 Allowed Changes

Nonconforming single and two-family residential structures may be reconstructed, or structurally changed upon a determination by the Zoning Enforcement Officer that such proposed reconstruction, or change does not increase the nonconforming nature of said structure, and the issuance of a building permit where applicable.

1142 Changes Requiring a Special Permit

In the event that the Zoning Enforcement Officer determines that the nonconforming nature of such structure would be increased by the proposed reconstruction, extension, alteration or change, the Board of Appeals may, by special permit, allow such reconstruction, extension, alteration or change where it determines that the proposed modification will not be substantially more detrimental than the existing nonconforming structure to the neighborhood.

1150 ABANDONMENT OR NON-USE

A nonconforming use or structure which has been abandoned, or not used for a period of two (2) years, shall lose its protected status and be subject to all the provisions of this zoning by-law.

1160 REVERSION TO NONCONFORMITY

No nonconforming use shall, if changed to a conforming use, revert to a nonconforming use.

Or take any action relative thereto. (Planning Board)

Summary: *The proposed changes explain the manner a non-conforming use and a non-conforming structure are treated. The change would also clarify that a nonconforming use in the Residential-Agricultural Zone may not be extended, altered, or changed.*

2022 ANNUAL TOWN ELECTION

ARTICLE 37: To meet at the Berlin Town Offices, 23 Linden Street, lower level, in said Berlin on Monday, May 9, 2022, between the hours of 12:00 noon and 8:00 p.m. to elect by ballot the following officers: Moderator for one year; Select Board member for three years; Assessor for three years; Constable for three years; Assabet Valley Regional Vocational District School Committee for four years; Library Trustee for three years; Trustee of Trust Funds for three years; Cemetery Commissioner for three years; Planning Board for five years; Board of Health for three years.

And you are directed to serve this Warrant, by posting up attested copies thereof as per vote of the Town in said Town, seven (7) days at least before the time of holding said meeting.

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

Given under our hands this 11th day of April in the year of our Lord two thousand twenty-two.

BERLIN SELECT BOARD

Margaret Stone, Chair

R. Scott Hawkins, Vice Chair

Christine Keefe, Clerk

Berlin Town Finance Committee Annual Report

At this time, the Finance Committee continues to finalize recommendations for an FY2023 budget to maintain town spending levels in most areas at or below FY2022. The Finance Committee anticipates property tax revenue to be raised from existing taxpayers under this budget to be within the 2.5% Levy Limit and, to the extent permitted under legal and contractual obligations, expenditures will remain level with FY2022 in all areas except the Regional School District budget. A 2% Cost of Living Adjustment and appropriate market adjustments for relevant positions have been applied to Town employee compensation. With Public Safety contract negotiations continuing, pending retirements, and continuing uncertainties arising from the COVID-19 Virus pandemic, the Finance Committee anticipates our recommendations will continue to change between the time of this writing and the Annual Town Meeting.

Notable Items in FY2023 Recommended Budget

Regional School District – Both the Berlin/Boylston Regional School District and Assabet have proposed increases in their FY2023 budgets.

The increase at Assabet over FY2022 is due primarily to the loss of out-of-district student revenues associated with limits on the number of students Assabet can admit, coupled with an increase in the number of students from Berlin, and Berlin's Massachusetts Wealth Assessment Factor that increases Berlin's financial obligation relative to other towns in the district.

The primary drivers for the increases at BBRSD are an overall increase in student numbers; an increase in the ratio of Berlin to Boylston student numbers; an increase in the number of special education students; and an increase in out-of-district placements for in-district students. BBRSD bond refinancing has continued to generate budgeted savings over the life of the bond for the Tahanto building, reducing overall costs to the Town. Capital Assessments are level or slightly higher for both Berlin Elementary and Tahanto. Assabet, Berlin Memorial, Tahanto School Assessments, and Capital Assessments are presented as separate line items. All State Chapter 70 and 30B funds now are paid directly to the School Districts rather than the Town.

Public Safety – Police and Fire Departments have noted increased service requests as Riverbridge apartments reach full occupancy. A portion of public safety mitigation funds is allocated to fund personnel costs in support of Police and Fire Department expenses. Recommended capital expenditure requests include the purchase for the Fire & EMS Department of airbag equipment for rescue of trapped persons and a new vehicle for the Fire Chief and the purchase for the Police Department of a new cruiser.

Assessors – We are replacing an outdated current system with subscription GIS mapping for cyclical data collection on the status of real property.

Public Works/Facilities – FY22 changes in work responsibilities have shifted costs out of other areas into Public Works/Facilities. This change, as well as changes in the jobs mix within Public Works, has increased Department expenses, but with little net effect on overall FY23 expenses.

Stabilization Fund – The Finance Committee continues to support the allocation of prudent funds into the stabilization fund.

Summary

As we emerge from the recent public health crisis, the Administrative Finance Team headed by the Town Administrator has been able to implement operational changes reflected in shifting some operational budget expenses, updating systems and resources, and adjustments in areas where employee compensation was out of line with market conditions, this last change being critical given current employment markets. These actions have been taken from a long-term view, balanced with sensitivity to short-term taxpayer impact, to keep the Town in a strong financial position. The Town has been able to fund the majority of requested departmental budgets for FY2023 while increasing free cash as revenues recover from pandemic conditions.

The Town budget continues to expand as more and more is demanded of all departments, but particularly public safety officials, and particularly due to expanded real estate development. More staff and more staff hours are required to service our growing town. The school budgets have grown most dramatically to meet student needs and regulatory mandates. Schools simply have not been able to limit increases to 2.5% over FY2022 as we requested.

One thing remains clear: budgets cannot continue to grow at the rates they have been. Our heavy reliance on retail for most non-residential tax revenue cannot continue with retail development mitigation funds by no means a sure thing. While unpalatable, we could and may need to exercise some of our unused levy capacity and raise residential property taxes without a Prop 2 ½ override to fund future Town budgets.

We may have to face some hard choices. While we acknowledge the increased level of services year over year the Town must provide, we will continue to scrutinize very carefully the growth of all Town departments, step and cost of living increases for Town employees, and other large sections of the budget, most notably the regional schools.

Berlin Finance Committee: Janet Lamy, Julie Malik, Mary Porter,

Stan Rogalinski (Chair), and Scott Schultz

Finance Committee Budget Summary for Year Ending June 30, 2023

REVENUE SOURCES	FY22 Budgeted	FY23 Proposed
Local Property Taxes Used	\$ 12,680,693	\$ 13,043,362
Property Taxes: New Growth	\$ 200,000	\$ 300,000
State Aid	\$ 241,869	\$ 254,342
Local Receipts	\$ 800,000	\$ 891,600
Offset Receipts	\$ 285,000	\$ 124,400
Reserve Receipts	\$ 322,508	\$ 111,850
Other Revenue Sources	\$ 130,000	\$ 300,538
Sub-total Income	\$ 14,660,070	\$ 15,026,092
LESS OBLIGATIONS	\$ (296,617)	\$ (297,607)
Total Income	\$ 14,363,453	\$ 14,728,485
EXPENSES		
100 - GENERAL GOV'T	\$ 1,419,155	\$ 1,378,799
200 - PUBLIC SAFETY	\$ 2,628,772	\$ 2,519,395
400 - PUBLIC WORKS	\$ 834,064	\$ 897,175
500 - HUMAN SERVICES	\$ 114,520	\$ 123,618
600 - CULTURE & RECREATION	\$ 176,516	\$ 186,479
700 - DEBT & INTEREST	\$ 312,583	\$ 298,775
800 - INTERGOV'L EXP.	\$ 7,370,722	\$ 7,790,212
900 - MISC. BENEFITS & INSURANCE	\$ 1,490,290	\$ 1,534,032
Total Expenses	\$ 14,346,622	\$ 14,728,485
MAXIMUM BUDGET CALCULATIONS		
LEVY LIMIT (prior FY)	\$ 12,672,100	\$ 13,393,194
Allowed 2.5% Increase	\$ 316,803	\$ 334,830
NEW GROWTH	\$ 404,291	\$ 300,000
Add DEBT EXCLUSION	\$ 816,729	\$ 806,578
SUBTOTAL	\$ 14,209,923	\$ 14,834,602
STATE AID	\$ 249,727	\$ 254,342
LOCAL RECEIPTS	\$ 800,000	\$ 891,600
OFFSET RECEIPTS	\$ 285,000	\$ 124,400
RECEIPTS RES FOR APPROPRIATION	\$ 322,508	\$ 111,850
OTHER REVENUE SOURCES	\$ 130,000	\$ 300,538
SUBTOTAL	\$ 15,997,158	\$ 16,517,332
LESS OBLIGATIONS	\$ (296,979)	\$ (297,607)
Maximum Allowed Budget	\$ 15,700,179	\$ 16,219,725
Proposed FY Budget	\$ 14,346,622	\$ 14,728,485
Difference	\$ 1,353,557	\$ 1,491,240

Sources of Funds Fiscal Year 2022

	Budget FY22	Budget FY23	% Change
STATE AID			
Exemptions-Vets, Blind, Elderly-Sps	\$ 16,361	\$ 13,175	-19.5%
Chapter 70 - School Aid	\$ -	\$ -	
Unrestricted General Aid	\$ 214,087	\$ 227,563	6.3%
Veterans Benefits	\$ 6,701	\$ 8,861	32.2%
Public Library Offset Receipts	\$ 4,720	\$ 4,743	0.5%
Total State Aid	\$ 241,869	\$ 254,342	5.2%
LOCAL RECEIPTS			
Motor Vehicle Excise	\$ 500,000	\$ 510,000	2.0%
State Meals Tax	\$ 34,000	\$ 33,000	-2.9%
Hotel Rooms Tax	\$ 6,000	\$ 95,000	1483.3%
Interest on PP,RE & Excise	\$ 20,300	\$ 20,300	0.0%
Payment in Lieu of Taxes	\$ 77,000	\$ 77,000	0.0%
Fees and Charges	\$ 14,500	\$ 14,500	0.0%
Other Departmental	\$ 12,000	\$ 12,000	0.0%
Licenses and Permits	\$ 92,800	\$ 92,800	0.0%
Fines and Forfeits	\$ 21,000	\$ 21,000	0.0%
Interest on investments	\$ 22,400	\$ 16,000	-28.6%
Premium from School Refinancing	\$ -	\$ -	
Medicaid Reimbursement	\$ -	\$ -	
Total Local Receipts	\$ 800,000	\$ 891,600	11.5%
OTHER REVENUE SOURCES			
Assessors Overlay Surplus	\$ -	\$ -	
Prior Capital Article Closeouts	\$ -	\$ -	
Free Cash for Contingency & BMS Capital	\$ 118,000	\$ 78,538	-33.4%
Affordable Housing Account	\$ 12,000	\$ 12,000	0.0%
Public Safety Special Stabilization Fund		\$ 210,000	
Total Other Revenue Sources	\$ 130,000	\$ 300,538	131.2%
OFFSET RECEIPTS			
Transfer Station Receipts	\$ 120,000	\$ 124,400	3.7%
Total Offset Receipts	\$ 285,000	\$ 124,400	-56.4%
RESERVE RECEIPTS			
Highland Commons Public Safety Fund	\$ 210,000	\$ -	-100.0%
Rescue Squad Receipts Fund	\$ 100,000	\$ 100,000	0.0%
Water Pollution Abatement Trust (WPAT)	\$ 4,308	\$ -	-100.0%
Cemetery Receipts	\$ 8,200	\$ 11,850	44.5%
Total Proposed Use of Reserve Receipts	\$ 322,508	\$ 111,850	-65.3%
ESTIMATED OBLIGATIONS			
Library Offset	\$ 4,720	\$ 4,743	0.5%
State Charges	\$ 41,897	\$ 42,864	2.3%
Assessors Overlay	\$ 250,000	\$ 250,000	0.0%
Total Obligations	\$ 296,617	\$ 297,607	0.3%
**DEBT EXCLUSION			
Tahanto Capital Assessment Debt Service	\$ 504,146	\$ 507,803	0.7%
Highway Barn	\$ 312,583	\$ 298,775	-4.4%
TOTAL	\$ 816,729	\$ 806,578	-1.2%

FY23 Finance Committee Recommended Budget

Line Item	UMAS ACCOUNT	DEPARTMENT	Town Approved FY22	Requested FY23	\$ Increase Requested	Recommended FY23	Recommended Change \$	Recommended Change %
	100 GENERAL GOVERNMENT							
1	114-5110	Moderator-Salary	\$ 50	\$ 50	\$ -	\$ 50	\$ -	0.0%
2	114-5700	Expenses	\$ 85	\$ 85	\$ -	\$ 85	\$ -	0.0%
3	122-5110	Selectmen-Salary	\$ 3,690	\$ 3,765	\$ 75	\$ 3,765	\$ 75	2.0%
4	122-5112	Wages-FT	\$ 67,735	\$ 69,092	\$ 1,357	\$ 69,092	\$ 1,357	2.0%
	122-5114	Wages-PT	\$ -		\$ -		\$ -	
5	122-5200	Consulting	\$ 20,000	\$ 20,000	\$ -	\$ 20,000	\$ -	0.0%
6	122-5700	Expenses		\$ 5,250	\$ -	\$ 5,250	\$ -	0.0%
7	123-5111	Town Admin-Salary	\$ 150,000	\$ 150,000	\$ -	\$ 150,000	\$ -	0.0%
8	123-5700	Expenses	\$ 3,415	\$ 3,415	\$ -	\$ 3,415	\$ -	0.0%
9	131-5700	Fin Com-Expenses	\$ 175	\$ 175	\$ -	\$ 175	\$ -	0.0%
10	132-5781	Reserve Fund	\$ 95,000	\$ 95,000	\$ -	\$ 95,000	\$ -	0.0%
11	132-5782	Contingency Line Item	\$ 89,243	\$ -	\$ -	\$ -	\$ -	-100.0%
12	135-5111	Accountant-FT Salary	\$ 83,931	\$ 85,610	\$ 1,679	\$ 92,155	\$ 8,224	9.8%
13	135-5112	Wages-FT	\$ -	\$ 47,262	\$ 47,262	\$ 48,440	\$ -	
14	135-5114	Wages-PT	\$ 40,249	\$ -	\$ -	\$ -	\$ -	-100.0%
15	135-5700	Expenses	\$ 9,040	\$ 9,889	\$ 849	\$ 9,889	\$ 849	9.4%
16	136-5700	Audit	\$ 26,000	\$ 26,000	\$ -	\$ 26,000	\$ -	0.0%
17	141-5110	Assessor's-Salary	\$ 2,334	\$ 2,381	\$ 47	\$ 2,381	\$ 47	2.0%
18	141-5113	Assistants: PT Salary	\$ 68,628	\$ 77,000	\$ 8,372	\$ 77,000	\$ 8,372	12.2%
19	141-5114	Wages-PT	\$ 66,279	\$ 67,249	\$ 970	\$ 67,249	\$ 970	1.5%
20	141-5700	Expenses	\$ 38,686	\$ 48,050	\$ 9,364	\$ 48,050	\$ 9,364	24.2%
21	142-5000	Revaluation-Expenses	\$ 28,920	\$ 14,700	\$ -	\$ 14,700	\$ -	-49.2%
22	145-5111	Treasurer/Collector-Salary	\$ 77,439	\$ 78,988	\$ 1,549	\$ 78,988	\$ 1,549	2.0%
23	145-5114	Wages - PT	\$ 47,747	\$ 48,853	\$ 1,106	\$ 48,853	\$ 1,106	2.3%
24	145-5170	Incentive	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -	0.0%
25	145-5700	Expenses	\$ 39,696	\$ 35,116	\$ -	\$ 35,116	\$ -	-11.5%
26	151-5700	Legal Expenses	\$ 50,000	\$ 50,000	\$ -	\$ 50,000	\$ -	0.0%
27	152-5700	Personnel-Expenses	\$ 225	\$ 250	\$ 25	\$ 250	\$ 25	11.1%
28	153-5000	Tax Title	\$ 5,000	\$ 10,000	\$ 5,000	\$ 10,000	\$ 5,000	100.0%
29	155-5113	Data Systems- PT Salary	\$ -	\$ -	\$ -		\$ -	
30	155-5700	Expenses	\$ 85,100	\$ 86,956	\$ 1,856	\$ 86,956	\$ 1,856	2.2%
31	161-5110	Town Clerk-Salary	\$ 31,824	\$ 38,896	\$ 7,072	\$ 38,896	\$ 7,072	22.2%
	161-5113	PT Salary	\$ 13,011		\$ -		\$ -	-100.0%
32	161-5114	Wages PT		\$ 15,925	\$ 15,925	\$ 15,925	\$ -	100.0%
33	161-5700	Expenses	\$ 2,845	\$ 3,020	\$ 175	\$ 3,020	\$ 175	6.2%
34	162-5124	Elections-Wages PT	\$ 1,995	\$ 4,396	\$ 2,401	\$ 4,396	\$ 2,401	120.4%
35	162-5700	Expenses	\$ 4,100	\$ 4,150	\$ 50	\$ 4,150	\$ 50	1.2%
36	163-5113	Registration-Salary	\$ 100	\$ 100	\$ -	\$ 100	\$ -	0.0%
37	163-5114	Wages-PT	\$ 449	\$ 511	\$ 62	\$ 511	\$ 62	13.8%
38	163-5700	Expenses	\$ 95	\$ 100	\$ 5	\$ 100	\$ 5	5.3%
39	171-5114	Conservation Com-Wages PT	\$ -	\$ 17,678	\$ 17,678	\$ 11,786	\$ -	
40	171-5700	Conservation Com-Expenses	\$ 2,000	\$ 2,000	\$ -	\$ 2,000	\$ -	0.0%
41	175-5700	Planning Board-Expenses	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -	0.0%
42	176-5114	Board of Appeals-Wages PT	\$ -	\$ -	\$ -		\$ -	
43	176-5700	Expenses	\$ 500	\$ 500	\$ -	\$ 500	\$ -	0.0%
44	177-5700	Agricultural Comm-Expenses	\$ 1,330	\$ 1,350	\$ 20	\$ 1,350	\$ 20	1.5%
45	192-5114	Public Bldgs: Wages PT	\$ 19,382	\$ 19,773	\$ 391	\$ -	\$ -	-100.0%
46	192-5700	Expenses	\$ 100,607	\$ 108,556	\$ 7,949	\$ 108,706	\$ 8,099	8.1%
47	192-5211	Electricity	\$ 80,000	\$ 80,000	\$ -	\$ 80,000	\$ -	0.0%
48	192-5212	Fuel Oil	\$ 50,000	\$ 59,000	\$ 9,000	\$ 59,000	\$ 9,000	18.0%
49	195-5700	Town Report-Expenses	\$ 5,000	\$ 3,500	\$ -	\$ 3,500	\$ -	-30.0%
	TOTAL GENERAL GOVERNMENT		\$ 1,419,155	\$ 1,396,591	\$ -	\$ 1,378,799	\$ -	-2.8%

FY23 Finance Committee Recommended Budget

Line Item	UMAS ACCOUNT	DEPARTMENT	Town Approved FY22	Requested FY23	\$ Increase Requested	Recommended FY23	Recommended Change \$	Recommended Change %
200 PUBLIC SAFETY								
50	210-5111	Police-Salary	\$ 150,603	\$ 135,660	\$	\$ 135,660	\$	-9.9%
51	210-5112	Wages FT	\$ 845,829	\$ 869,028	\$ 23,199	\$ 869,028	\$	2.7%
52	210-5114	Wages PT	\$ 132,233	\$ 159,411	\$ 27,178	\$ 137,875	\$ 5,642	4.3%
53	210-5700	Expenses	\$ 100,512	\$ 109,362	\$ 8,850	\$ 109,362	\$ 8,850	8.8%
54	221-5111	Fire & EMS- Salary	\$ 128,000	\$ 128,981	\$ 981	\$ 128,981	\$ 981	0.8%
55	221-5112	Wages FT	\$ 192,087	\$ 206,382	\$ 14,295	\$ 206,382	\$	7.4%
56	221-5114	Wages PT	\$ 350,468	\$ 350,629	\$ 161	\$ 350,629	\$ 161	0.0%
57	221-5700	Expenses	\$ 144,910	\$ 150,210	\$ 5,300	\$ 150,210	\$ 5,300	3.7%
58	241-5111	Building Inspector-Salary	\$ 94,350	\$ 96,237	\$ 1,887	\$ 96,237	\$ 1,887	2.0%
59	241-5112	Wages FT	\$ -		\$ -		\$ -	
60	241-5114	Wages PT	\$ 30,804	\$ 31,421	\$ 617	\$ 32,769	\$ 1,965	6.4%
61	241-5700	Expenses	\$ 26,696	\$ 26,696	\$ -	\$ 26,696	\$ -	0.0%
62	242-5114	Plm & Gas Inspector-Wages PT	\$ 65,000	\$ 75,000	\$ 10,000	\$ -	\$	-100.0%
63	242-5700	Expenses	\$ 300	\$ 300	\$ -	\$ 300	\$ -	0.0%
64	243-5114	Elec Inspector-Wages PT	\$ 100,000	\$ 75,000	\$	\$ -	\$	-100.0%
65	243-5700	Expenses	\$ 600	\$ 600	\$ -	\$ 600	\$ -	0.0%
66	249-5113	Animal Inspector-Salary	\$ 2,032	\$ 2,073	\$ 41	\$ 2,073	\$ 41	2.0%
67	249-5700	Expenses	\$ 500	\$ 500	\$ -	\$ 500	\$ -	0.0%
68	292-5113	Animal Control Officer-Salary	\$ 5,508	\$ 5,619	\$ 111	\$ 5,619	\$ 111	2.0%
69	292-5700	Expenses	\$ 1,820	\$ 1,820	\$ -	\$ 1,820	\$ -	0.0%
70	296-5112	Communications-Wages FT	\$ 44,725	\$ 46,605	\$ 1,880	\$ 47,753	\$ 3,028	6.8%
71	296-5700	Communications-Expenses	\$ 211,795	\$ 211,795	\$ -	\$ 216,901	\$ 5,106	2.4%
TOTAL PUBLIC SAFETY			\$ 2,628,772	\$ 2,683,329	\$ 54,557	\$ 2,519,395	\$	-4.2%
400 PUBLIC WORKS/FACILITIES								
72	422-5111	Highway-Salary	\$ 83,436	\$ 85,105	\$ 1,669	\$ 85,105	\$ 1,669	2.0%
73	422-5112	Wages FT	\$ 226,761	\$ 281,049	\$ 54,288	\$ 281,049	\$	23.9%
74	422-5114	Wages PT	\$ 30,531	\$ 24,790	\$	\$ 24,790	\$	-18.8%
75	422-5700	Expenses	\$ 143,920	\$ 143,920	\$ -	\$ 143,920	\$ -	0.0%
76	423-5112	Snow & Ice - FT OT	\$ 35,881	\$ 44,473	\$ 8,592	\$ 44,473	\$ 8,592	23.9%
77	423-5114	Wages PT	\$ 15,118	\$ 11,502	\$	\$ 11,502	\$	-23.9%
78	423-5700	Expenses	\$ 85,000	\$ 85,000	\$ -	\$ 87,500	\$ 2,500	2.9%
79	424-5211	Street Lights	\$ 9,000	\$ 9,000	\$ -	\$ 9,000	\$ -	0.0%
80	433-5114	Transfer Station-Wages PT	\$ 37,889	\$ 38,905	\$ 1,016	\$ 43,248	\$ 5,359	14.1%
81	433-5700	Expenses	\$ 150,860	\$ 150,920	\$ 60	\$ 150,920	\$ 60	0.0%
82	491-5113	Cemetery-PT Salary	\$ -	\$ -	\$ -	\$ -	\$ -	
83	491-5700	Expenses	\$ 15,668	\$ 15,668	\$ -	\$ 15,668	\$ -	0.0%
TOTAL PUBLIC WORKS			\$ 834,064	\$ 890,332	\$ 56,268	\$ 897,175	\$	7.6%
500 HUMAN SERVICES								
84	510-5110	Board of Health-Salary	\$ 1,914	\$ 1,953	\$ 39	\$ 1,953	\$ 39	2.0%
85	510-5114	Wages PT	\$ 5,992	\$ 6,231	\$ 239	\$ 6,515	\$ 523	8.7%
86	510-5700	Expenses	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -	0.0%
87	511-5200	Nashoba Health	\$ 8,535	\$ 9,853	\$ 1,318	\$ 9,853	\$ 1,318	15.4%
88	522-5200	Nashoba Nursing	\$ 3,896	\$ 4,516	\$ 620	\$ 4,516	\$ 620	15.9%
89	541-5112	COA/Social Services Director-	\$ -	\$ 69,072	\$ 69,072	\$ 33,544	\$	
90	541-5114	COA-Director PT Wages *	\$ 28,987	\$ -	\$	\$ -	\$	-100.0%
91	541-5114	Wages PT	\$ 24,648	\$ 24,625	\$ (23)	\$ 24,625	\$	-0.1%
92	541-5700	Expense	\$ 12,625	\$ 14,186	\$ 1,561	\$ 14,186	\$ 1,561	12.4%
93	543-5111	Veterans-Salary	\$ 8,658	\$ 9,126	\$ 468	\$ 9,126	\$ 468	5.4%
94	543-5700	Expenses	\$ 265	\$ 300	\$ 35	\$ 300	\$ 35	13.2%
95	543-5800	Benefits	\$ 11,000	\$ 11,000	\$ -	\$ 11,000	\$ -	0.0%

FY23 Finance Committee Recommended Budget




Line Item	UMAS ACCOUNT	DEPARTMENT	Town Approved FY22	Requested FY23	\$ Increase Requested	Recommended FY23	Recommended Change \$	Recommended Change %
96	599-5200	Community Social Services	\$ 7,000	\$ 7,000	\$ -	\$ 7,000	\$ -	0.0%
	TOTAL HUMAN SERVICES		\$ 114,520	\$ 158,862	\$ 44,342	\$ 123,618	\$ 9,098	7.9%
	600 CULTURE AND RECREATION							
97	610-5114	Library-Wages PT	\$ 127,411	\$ 129,956	\$ 2,545	\$ 134,379	\$ 6,968	5.5%
98	610-5700	Expenses	\$ 32,095	\$ 33,090	\$ 995	\$ 33,090	\$ 995	3.1%
99	630-5700	Recreation-Expenses	\$ 12,410	\$ 16,483	\$ 4,073	\$ 14,410	\$ 2,000	16.1%
100	631-5700	Cultural Council -Expenses	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	\$ -	0.0%
101	691-5700	Historical Comm. - Expenses	\$ 600	\$ 600	\$ -	\$ 600	\$ -	0.0%
102	692-5700	Memorial Day-Expense	\$ 2,000	\$ 2,000	\$ -	\$ 2,000	\$ -	0.0%
103	694-5700	Festive Events - Expenses	\$ 500	\$ 500	\$ -	\$ 500	\$ -	0.0%
	TOTAL CULTURE & RECREATION		\$ 176,516	\$ 184,129	\$ 7,613	\$ 186,479	\$ 9,963	5.6%
	700 DEBT & INTEREST							
104	752-5800	Interest	\$ 118,275	\$ 108,775	\$ -	\$ 108,775	\$ (9,500)	-8.0%
105	752-5900	Principal	\$ 194,308	\$ 190,000	\$ -	\$ 190,000	\$ (4,308)	-2.2%
	TOTAL DEBT & INTEREST		\$ 312,583	\$ 298,775	\$ -	\$ 298,775	\$ (13,808)	-4.4%
	800 INTERGOVERNMENTAL EXPENDITURES							
106	800-5641	CMRPC	\$ 863	\$ 951	\$ 88	\$ 951	\$ 88	10.2%
107	840-5700	Assabet Regional Housing	\$ 12,000	\$ 12,000	\$ -	\$ 12,000	\$ -	0.0%
108	835-5321	Assabet Assessment	\$ 479,103	\$ 581,420	\$ 102,317	\$ 581,420	\$ 102,317	21.4%
109	835-5901	Assabet Capital Assessment	\$ 70,185	\$ 68,177	\$ -	\$ 68,177	\$ (2,008)	-2.9%
110	835-5320	Berlin Memorial Assessment	\$ 3,443,613	\$ 3,598,326	\$ 154,713	\$ 3,598,326	\$ 154,713	4.5%
111	835-5903	Berlin Memorial Capital	\$ 68,000	\$ 68,000	\$ -	\$ 68,000	\$ -	0.0%
112	835-5322	Tahanto Assessment	\$ 2,792,812	\$ 2,942,997	\$ 150,185	\$ 2,942,997	\$ 150,185	5.4%
113	835-5900	Tahanto Capital Assessment	\$ 504,146	\$ 518,341	\$ 14,195	\$ 518,341	\$ 14,195	2.8%
	TOTAL INTERGOVERNMENTAL		\$ 7,370,722	\$ 7,790,212	\$ 419,490	\$ 7,790,212	\$ 419,490	5.7%
	900 MISC BENEFITS & INSURANCE							
114	911-5200	Worcester Regional	\$ 551,425	\$ 605,652	\$ 54,227	\$ 605,652	\$ 54,227	9.8%
115	912-5200	Workers Compensation	\$ 23,000	\$ 25,300	\$ 2,300	\$ 25,300	\$ 2,300	10.0%
116	913-5200	Unemployment Insurance	\$ 50,000	\$ 25,000	\$ -	\$ 25,000	\$ (25,000)	-50.0%
117	915-5175	Chapter 32B Insurance	\$ 665,000	\$ 665,000	\$ -	\$ 665,000	\$ -	0.0%
118	916-5200	Police & Fire Sick & Acc Ins	\$ 22,861	\$ 24,000	\$ 1,139	\$ 24,000	\$ 1,139	5.0%
119	919-5190	Sick Pay	\$ 39,000	\$ 39,780	\$ 780	\$ 39,780	\$ 780	2.0%
120	920-5170	Medicare	\$ 45,004	\$ 45,004	\$ -	\$ 45,900	\$ 896	2.0%
121	945-5740	Property/Liability Insurance	\$ 94,000	\$ 103,400	\$ 9,400	\$ 103,400	\$ 9,400	10.0%
	TOTAL MISC BENEFITS & INSURANCE		\$ 1,490,290	\$ 1,533,136	\$ 42,846	\$ 1,534,032	\$	2.9%
	TOTAL BUDGETS		\$ 14,346,622	\$ 14,935,366	\$ 588,744	\$ 14,728,485	\$	2.7%

* Off-budget ARPA funding for FT COA/Social Services Director = \$35,528

Finance Committee's recommended budget amount for some budget lines may be greater than requested due to market rate adjustments

Open & Save – Contains the: 2022 Annual Town Meeting Warrant, Finance Committee Report, and the Finance Committee’s Recommended Fiscal Year 2023 Budget

DATES/EVENTS/PLACES

<p><i>Thursday, April 21, 2022, at 6:30 PM</i></p>	<p>Coffee Talk with the Select Board</p>  <p>Featuring presentations and Q&A in advance of the Annual Town Meeting</p> <p>VIRTUAL on www.Zoom.us</p>	<ul style="list-style-type: none"> ▪ Webinar: https://us02web.zoom.us/j/148969555 ▪ One tap mobile: +16465588656,,148969555# ▪ Telephone (Audio only): +1 646 558 8656 Press *6 = phone microphone on/off Press *9 = “raise hand” to be called on
<p><i>Monday, May 2, 2022, at 6:30 PM</i></p>	 <p>Annual Town Meeting</p>	<p>Berlin Memorial School 34 South Street, Berlin, MA 01503</p>
<p><i>Monday, May 9, 2022, 12 – 8 PM</i></p>	 <p>Annual Town Election</p>	<p>Park in the front lot, enter the front door, take the stairs/elevator to Room 114 (Lower Level) Town Office Building, 23 Linden Street</p>

Berlin Select Board
23 Linden Street
Berlin, MA 01503

<p>Presorted Standard U.S. Postage ECRWSS PAID PERMIT NO. 3 BERLIN MA 01503</p>

POSTAL PATRON
BERLIN, MA 01503