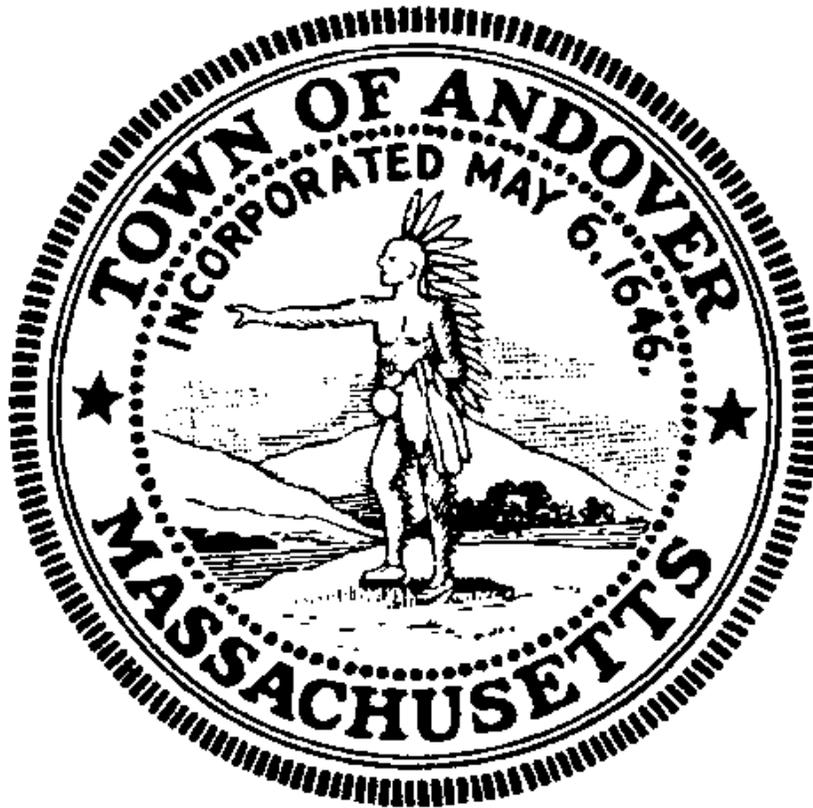


FINANCE COMMITTEE REPORT



2013
ANNUAL TOWN MEETING

TOWN OF ANDOVER

Town Offices
36 Bartlet Street
Andover, MA 01810
(978) 623-8200
www.andoverma.gov



April 11, 2013

To the Citizens of Andover,

The Finance Committee's duty is to investigate the cost of maintaining the different departments of the Town, and to recommend to voters in detail the amounts to be appropriated for each department for the ensuing year. Since the release of the Town Manager's budget in February, the Committee has worked diligently with the Board of Selectmen, the School Committee and the Department Directors to thoroughly examine Andover's finances. This letter summarizes the key points and Warrant Articles we deem to be of significant financial relevance.

Anticipated Revenues

Andover is fortunate to have a strong tax base, and local revenues continue to show slow but steady growth. The Town Manager anticipates total revenues of \$157,601,119 in FY2014.

After subtracting FY2014 fixed costs and other expenditures, the net amount available for Town and School operating budgets is \$103,878,915. This is a 3.42% increase from FY2013.

Probable tax impact

The proposed FY2014 budget is based on property tax revenues increasing to the full extent allowed by Proposition 2½. If the Town Manager's budget, as recommended by the Finance Committee, is approved, taxing to the levy limit will increase the average single family tax bill by 4.9%, or \$394. The increase includes \$81 in taxes to pay for the exempt debt service for the Bancroft School. The full impact of the new Bancroft School debt will appear on tax bills in FY2015.

The Budget Process and the School Department

In the past several years, there has been consistent collaboration between Town Officials, the Board of Selectmen, the School Committee, the Finance Committee and the voters to support the needs of our schools. Most recently, approval for \$5.7 million in additional funding to complete the Bancroft School was recommended by all Town Boards and Committees. In FY2013, \$2.5M was approved for Information Technology upgrades. We expect this collaboration to continue.

At the beginning of the budget process, the difference between the Town Manager's budget and the School Department budget was a daunting \$2,226,543. After reworking revenue assumptions, and after discussion, negotiation, and compromise, the difference now stands at \$973,721. This revised School Department request (\$69,607,782) represents a 5.68% increase in their budget versus the 4.21% increase (\$68,634,061) proposed by the Town Manager and recommended for approval by The Finance Committee and the Board of Selectmen. Negotiations to further narrow or eliminate the gap will continue.

If details of a budget balancing plan become available prior to Town Meeting, the Finance Committee will publish an addendum to this report on the Town's website.

Important FY2014 expenditures

Employees are Andover's greatest asset, and also by far our greatest expense. The combination of salaries, health insurance, pension and health care for retirees consumes 73% of our operating revenue. In spite of the magnitude of this outlay, we are still not fully funding our pension and retiree health care obligations. Between FY2012 and the proposed FY2014 budget, the Town Department's full time equivalents (FTEs) have remained essentially unchanged. For this same time period, the School Department has increased their FTEs by 106.5. Of these, 19.9 FTEs were originally funded by Federal stimulus grants and were moved to the School operating budget in FY2013. An additional 9 FTEs were added to the operating budget in order to reduce the cost of contract services provided by the Greater Lawrence Educational Collaborative (GLEC).

When all costs involved in hiring a new full time employee (FTE) are examined, it's clear that our current financial path with regard to personnel costs is unsustainable. Going forward, great care must be taken to consider total present and future costs when full time positions are contemplated. Additionally, collective bargaining agreements need to be negotiated that are fair to the employees, while also affordable for the Town.

Another important issue that the Finance Committee is watching is the projected growth of our debt. Non-exempt debt is paid out of our operating budget, subject to the limitations imposed by Proposition 2½. As non-exempt debt increases, department budgets will have to be reduced and/or not grow as fast as they otherwise would to stay within Prop 2½ limits.

Exempt debt service is paid for outside Proposition 2½. Exempt debt is nearing historical highs, with future exempt debt requests on the horizon. The tax impacts of projects such as a new Town Yard, a new fire station, improvements to Andover High School, and reevaluating the use of the Shawsheen School need to be clearly communicated to our taxpayers.

Maintenance of our infrastructure requires annual funding to insure the structural integrity of Andover's buildings, roadways, and water and sewer lines. During the recent recession, necessary repairs and maintenance were postponed. This year, Articles 28 and 36, which fund Town and School building maintenance and renovation, are being reduced by 50% due to budget constraints. Deferring maintenance and repairs may cause future expenditures to increase.

Capital Improvement Program (CIP)

The “Pay-As-You-Go” portion of the Capital Improvement Plan, or CIP, appears in Article 5 and is budgeted in the amount of \$2,280,000, an increase of \$260,000 from FY2013.

Two major capital improvement Warrant Articles are proposed. Article 38 requests \$1,250,000 to repair the West Middle School heating system, and will be funded with non-exempt borrowing.

Article 18 requests \$2.5M for Doherty Middle School Site Improvements. The Board of Selectman recommended approval of this Article, but as of this writing, the Finance Committee has not yet taken a position. More information has been requested, and a recommendation will be made at Town Meeting.

Free Cash and Stabilization

One of the more significant things the Town Manager is recommending this year is the movement of Free Cash into the Stabilization Fund. Article 8 authorizes three transfers totaling \$2,000,000. One transfer will authorize \$400,000 for future needs. The other two transfers will be reserved for designated purposes; \$600,000 will be used to offset future bond debt service, and \$1,000,000 to help cover the cost of capping the landfill.

Free Cash will be the funding source for capital projects. These projects were initially planned for non-exempt borrowing, but moved to Free Cash due to the increase in our non-exempt debt. Article 24 will appropriate \$150,000 for DPW Vehicles, and Article 25 will appropriate \$245,000 to purchase a new fire rescue ambulance. Article 32 will appropriate \$350,000 for renovations to the Andover High School tennis courts, and Article 35 requests \$130,000 to be spent on a school facility space needs study. These four articles, and a supplemental appropriation to cover over-budget snow removal, will reduce our Free Cash by \$1,248,000.

Unfunded Obligations

Unfunded obligations are currently estimated to be \$312M. The unfunded Retirement Fund (pension) is \$97M, and unfunded Other Post Employment Benefits (OPEB/health insurance) is \$215M. These two large unfunded obligations are not unique to Andover, but are shared by most municipalities in the Commonwealth and other states. Regardless, the Finance Committee wants to draw the attention of the Town Meeting voters to the magnitude of these obligations. We should focus on what Andover can do now to address these obligations, such as implementing sensibly conservative benefit practices, while we wait for additional legislative action.

Other

There are two land acquisition Articles. Article 33 requests an appropriation of \$775,000 to purchase property at 141 Chandler Road. Article 54 requests an appropriation of \$450,000 to purchase Reichhold Parcel 1.

Article 46 requests an appropriation of \$1,000,000 for fire hydrant infrastructure maintenance. This will be funded out of water department debt service.

The Town has maintained its AAA bond rating. This positive rating allowed the town to issue new bonds in December 2012 with an average interest rate of 2.24%. Additionally, the town refinanced existing bonds with an average interest rate of 1.55%. The refinancing will generate total savings for the Town of approximately \$457,000 over the remaining life of the bonds.

Special Town Meeting

There will be a Special Town Meeting within our Annual Town Meeting on Tuesday May 7th at 8:15 pm. There are two Articles to be voted at this Special Meeting, both of which relate to fund appropriations from the Wood Family Trust. The Special Town meeting article may be found in the last two pages of this report.

Please join us at Town Meeting beginning Monday May 6th, at 7 pm and continuing Tuesday, May 7th and Wednesday, May 8th at 7 pm in the Richard J. Collins Field House at Andover High School. Your participation is important.

The Finance Committee

S. Jon Stumpf, Chairman

Mary O'Donoghue, Vice Chairman
Paul Fortier
Margaret N. Kruse
Linn N. Anderson

Joanne F. Marden
Mark Merritt
Gregory A. Serrao
Eugenie M. Moffitt

**FINANCE COMMITTEE RECOMMENDATIONS
2013 ATM FINANCIAL ARTICLES**

ARTICLE/TITLE	ARTICLE AMOUNT	TAX LEVY/ GEN. FUND	FREE CASH/ STAB. FUND	BONDING	TRANS./ OTHER	FINANCE COMMITTEE RECOMMENDATIONS/ NOTES
4 FY-2014 Budget	\$147,141,565	\$147,141,565				Approved
5 FY-2014 Capital Projects Fund Appropriation	\$2,280,000	\$2,280,000				Approved
6 Budget Transfers	?					TBD
7 Supplemental Budget Appropriations	?					TBD
8 Stabilization Fund	?					TBD
17 Ballardvale Fire Station - Repair & Rehabilitation	\$500,000					Disapproved
18 Doherty Middle School Site Improvements	\$3,200,000			\$2,500,000		TBD
19 Support for Civic Events	\$4,000	\$4,000				Approved
20 Elderly/Disabled Transportation Program	\$8,000	\$8,000				Approved
21 Jerry Silverman Fireworks	\$14,000	\$14,000				Approved
22 Monument - Deyermund Sports Complex	\$25,000	\$25,000				Approved
24 DPW Vehicles	\$300,000		\$150,000			Approved for \$150k
25 Fire-Rescue Ambulance	\$270,000		\$245,000			Approved for \$245k
28 Town Building & Facility Maintenance	\$600,000			\$300,000		Approved for \$300k
29 Greater Lawrence Tech School HVAC Renovation	\$22,717				\$22,717	Approved
32 AHS Tennis Courts Renovation	\$400,000		\$350,000			Approved for \$350k
33 Land Acquisition - 141 Chandler Road	\$775,000			\$775,000		Approved
34 Town Playground Replacements	\$100,000					Withdrawn
35 School Facility Space Needs Study	\$225,000		\$130,000			Approved for \$130k
36 School Building Maintenance & Renovation	\$1,000,000			\$500,000		Approved for \$500k
37 Annual PC Workstation & Laptop Replacement Program	\$218,300				\$218,300	Approved
38 West Middle School Heating System	\$1,250,000			\$1,250,000		Approved
39 Off-Street Parking Program	\$60,000				\$60,000	Approved
40 Spring Grove Cemetery Maintenance	\$15,000				\$6,000	Approved
41 Major Water Main Replacement	\$1,000,000			\$1,000,000		Approved
42 Water Distribution Maintenance Program	\$500,000			\$500,000		Approved
43 Water Treatment Plant Parking & Site Improvements	\$100,000					Withdrawn
44 Water & Sewer Vehicles	\$140,000				\$140,000	Approved
45 Water Distribution Flushing Program	\$195,000				\$195,000	Approved
46 Fire Hydrant Infrastructure Maintenance	\$1,000,000			\$1,000,000		Approved
48 Parking Management Action Plan for the Downtown	\$18,000	\$18,000				Approved
49 DMS/WWI Memorial Auditorium Renovations	\$330,000					Withdrawn
54 Reichhold Parcel I Acquisition & PARC Grant	\$550,000			\$450,000		TBD
56 Overlay Surplus Transfer for Property Revaluation	\$80,000				\$80,000	Approved
60 Streamgauging Station on Shawsheen River at Balmoral St.	\$60,000					Disapproved

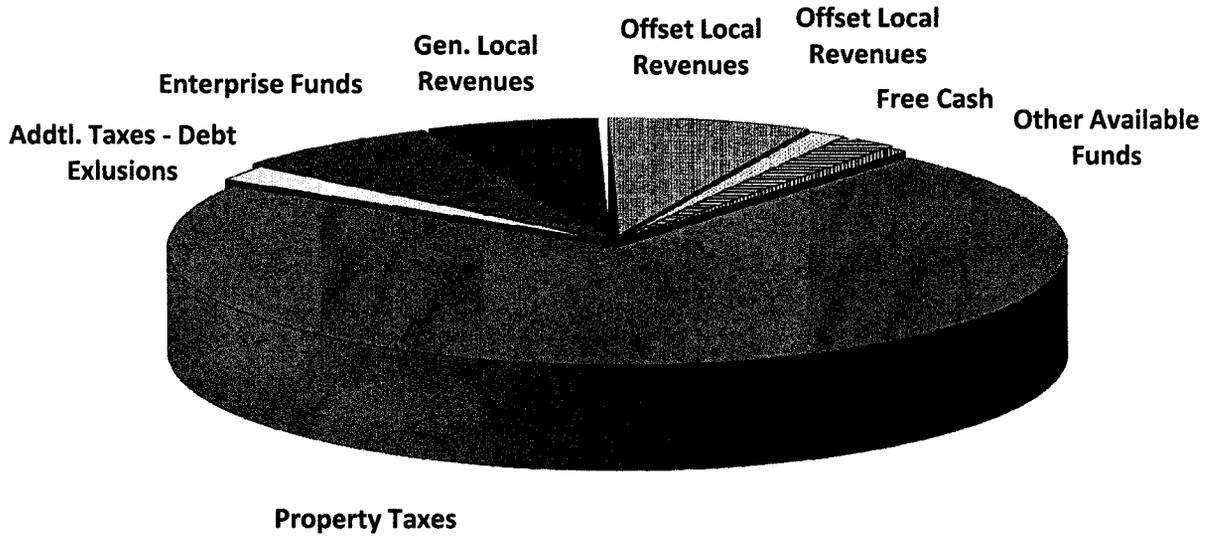
TABLE OF CONTENTS

ARTICLES	PAGE
1 Town Election.....	23
2 Election Not Required by Ballot	24
3 Salaries of Elected Officials	24
4 The FY2014 Budget	25
▪ Letter from School Committee Chair	36
5 FY2014 Capital Projects Fund Appropriation.....	44
6 Budget Transfers.....	45
7 Supplemental Budget Appropriation	45
8 Stabilization	46
9 Free Cash	46
10 Unexpended Appropriations.....	49
11A Grant Program Authorization	49
11B Road Contracts	50
11C Town Report.....	50
11D Property Tax Exemptions	50
11E Contracts in Excess of Three Years.....	51
11F Accepting Easements.....	51
11G Rescinding of Bond Authorizations	51
12 Granting Easements	52
13 Unpaid Bills.....	52
14 Chapter 90 Authorizations.....	52
15 Revolving Accounts	53
16 Andover Youth Center – Transfer of Land	55
17 Ballardvale Fire Station – Repair, Rehab & Restoration.....	56
18 Doherty Middle School Site Improvements	57
19 Support for Civic Events	59
20 Elderly/Disabled Transportation Program.....	59
21 Jerry Silverman Fireworks.....	60
22 Monument – Deyermund Sports Complex.....	60
23 COLA Increase for Retirees	61
24 DPW Vehicles	61
25 Fire Rescue Ambulance.....	62
26 Senior Residential Community Overlay District - ZBA	62
27 Senior Residential Community Overlay District – Amend Zoning Map	70
28 Town Building and Facility Maintenance	71
29 Greater Lawrence Technical School HVAC Renovation.....	71
30 Andover Transit Oriented Development District - ZBA	72
31 Andover Transit Oriented Development District – Amend Zoning Map.....	79
32 AHS Tennis Courts Renovation	79
33 Land Acquisition – 141 Chandler Road	80
34 Town Playground Replacements	82

TABLE OF CONTENTS

ARTICLES.....	PAGE
35 School Facility Space Needs Study	82
36 School Building Maintenance	83
37 Annual Computer Workstation & Laptop Replacement Program.....	83
38 West Middle School Heating System	84
39 Off-Street Parking Program.....	85
40 Spring Grove Cemetery Maintenance	85
41 Major Water Main Replacement	86
42 Water Distribution Maintenance	86
43 Water Treatment Plant Parking & Site Improvements.....	87
44 Water & Sewer Vehicles	87
45 Water Distribution System Flushing Program.....	88
46 Fire Hydrant Infrastructure Maintenance	88
47 Valances of Awnings - ZBA	89
48 Downtown Parking Management Action Plan	90
49 WWI Memorial Auditorium Renovations.....	90
50 Industrial 2 District - ZBA.....	91
51 Industrial 2 District Dascomb Road – Amend Zoning Map.....	94
52 Industrial 2 District River Road – Amend Zoning Map.....	95
53 Reichhold Parcel I Acquisition.....	96
54 Reichhold Parcel I Acquisition & PARC Grant	98
55 Overlay Surplus Transfer for Tax Abatement and Exemptions	99
56 Overlay Surplus Transfer for Property Revaluation.....	99
57 Definitions of Retail Sales Establishments.....	100
58 Land Transfer – High Plain Road.....	101
59 Watershed Protection Overlay District Establishment - ZBA.....	103
60 Steamgauging Station on Shawsheen River	105
61 Street Acceptance – Crystal Circle.....	106
 ANNUAL REPORT SUMMARY	 107

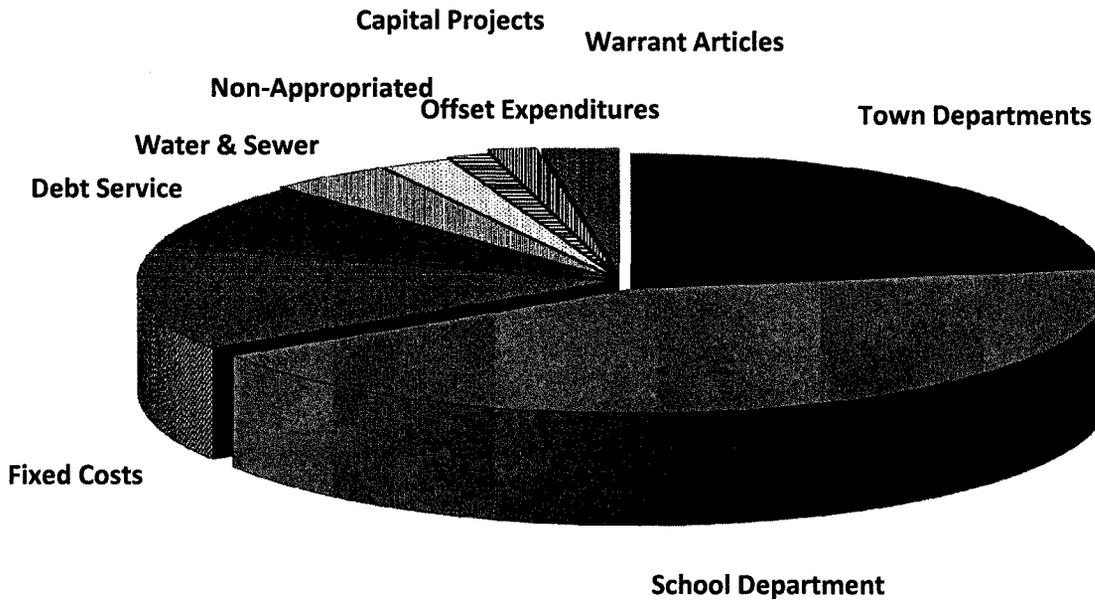
SOURCES OF FUNDS - FY2014



FY14 REVENUES

Property Taxes	\$114,420,745	72.6%
Addtl. Taxes - Debt Exclusions	\$3,330,150	2.1%
Enterprise Funds	\$11,928,200	7.6%
Gen. Local Revenues	\$9,793,675	6.2%
State Aid	\$11,597,559	7.4%
Offset Local Revenues	\$2,008,755	1.3%
Free Cash	\$3,248,000	2.1%
Other Available Funds	<u>\$1,274,035</u>	0.8%
	\$157,601,119	100.0%

USES OF FUNDS - FY2014



FY14 EXPENSES

Town Departments	\$35,244,339	22.4%
School Department	\$68,634,061	43.5%
Fixed Costs/Obligations	\$21,455,841	13.6%
Debt Service	\$13,035,323	8.3%
Water & Sewer	\$6,538,246	4.1%
Non-Appropriated	\$3,753,519	2.4%
Capital Projects	\$2,280,000	1.4%
Offset Expenditures	\$2,583,490	1.6%
Warrant Articles	<u>\$4,076,300</u>	2.6%
	\$157,601,119	100.0%

TAX BILL HISTORY AND PROJECTION

AVERAGE SINGLE FAMILY ASSESSED VALUE AND TAX BILL							
<u>Fiscal Year</u>	<u>Tax Rate</u>	<u>Average Single Family Assessed Value</u>	<u>Average Single Family Tax Bill</u>	<u>Dollar Increase</u>	<u>Tax % Increase</u>	<u>Tax Within 2 1/2 Limit</u>	<u>Tax Due To Debt Exclusions</u>
FY2013	14.51	549,070	7,967	181	2.3%	7,800	167
FY2012	14.15	550,129	7,786	306	4.1%	7,575	211
FY2011	14.12	529,775	7,480	241	3.3%	7,276	204
FY2010	13.19	548,860	7,239	185	2.6%	7,022	217
FY2009	12.16	580,087	7,054	255	3.8%	6,825	229
FY2008	11.69	581,568	6,799	141	2.1%	6,589	210
FY2007	11.25	591,800	6,658	258	4.0%	6,429	229
FY2006	11.40	561,360	6,400	392	6.5%	6,173	227
FY2005	11.51	522,000	6,008	298	5.2%	5,763	245
FY2004	11.47	497,800	5,710	220	4.5%	5,428	282
FY2003	11.63	470,000	5,466	480	9.6%	5,211	255
FY2002	14.13	352,852	4,986	266	5.6%	4,784	202
FY2001	14.92	316,370	4,720	123	2.7%	4,579	141
FY2000	14.65	313,800	4,597	277	6.4%	4,471	126
FY1999	15.17	284,814	4,321	159	3.8%	4,188	133
FY1998	15.82	263,091	4,162	127	3.1%	4,020	142
FY1997	15.48	260,668	4,035	171	4.4%	3,845	190

	<u>Within 2½ Levy Limit</u>	<u>Tax Due to Existing Debt Exclusions</u>	<u>Projected Average Single Family Tax Bill</u>	<u>% Increase</u>
FY2014	8,124	237	8,361	4.9%
FY2015	8,408	321	8,729	4.4%
FY2016	8,702	306	9,008	3.2%

There are many variables affecting property tax rates and residential tax bills. This table shows what happens if the average residential property tax bill required to fund Town and School budgets within Proposition 2½ escalates at 3.5 % per year – a reasonable estimate based on historical trends. In addition, because Andover had excess levy capacity of \$715,910 in FY2013 and plans to tax to its levy limit in FY2014, an additional \$51 must be added to the projected average single family residential property tax bill. A **4.9% increase** for the average residential property tax bill is projected for FY2014 based on the budget and warrant articles recommended for this Town Meeting.

The principal and interest costs for Bancroft Elementary School are included in these tax bill projections. The property tax bill impact of any additional projects proposed for funding with excluded debt (Town Yard, etc.) cannot be calculated until the project costs are known, the construction timetables are set, and the proposed debt schedules are available.

To give taxpayers reasonable estimates of how the decisions on the budgets and warrant articles will affect their tax bills, several critical variables are held constant, basically calculating the impact on future year's tax bills by using the real numbers from FY2013. We have no reliable way

TAX BILL HISTORY AND PROJECTION

of predicting the impact of any shift in the tax burden due to either the revaluation of property or the Board of Selectmen's annual vote on tax classification.

Because the work of the Board of Assessors establishing property values is not complete until fall, because new growth cannot be certified until valuations are complete, and because the Board of Selectmen does not vote on tax classification until November, it is not possible to calculate the impact of Town Meeting decisions on individual tax bills prior to Town Meeting. Projecting a percentage increase gives voters the ability to estimate the impact on their individual property tax bills by simply multiplying the projected percentage increase by their current year's (FY2013) property tax bill.

For Example:

If your property has an assessed value of \$500,000

Your FY2013 property tax bill is \$7,255 (500 X \$14.51 per thousand tax rate)

Multiply by .049 to estimate your FY2014 tax increase of \$355

Projecting the Property Tax Bill Impact of Warrant Articles Funded with General Fund Borrowing from Taxation

Most financial articles have Financial Impact boxes explaining the proposed financing of the expenditure. For the articles funded with general fund borrowing, the current plans for managing the debt are summarized. **The projects listed below to be voted at this year's Town Meeting will be funded within the revenues available to the Town of Andover within Proposition 2 ½.**

There is no increase in the total amount that can be taxed if any or all of these articles pass. They do not increase future tax bills. They do become fixed costs in future budgets.

The calculation of the cost to the owner of the average valued residential property is included to provide some sense of the size of the proposed expenditure in relation to current budgets and tax bills. The actual FY2013 property tax levy and actual FY2013 average residential property tax bill were used to calculate the cost of each article to the taxpayer, basically showing the amount within the average tax bill that would have been needed to pay for the debt service this year, if the project had been approved by a prior Town Meeting. This table summarizes the information in the Financial Impact boxes.

<u>Article#</u>	<u>Project</u>	<u>Total Authorized</u>	<u>Length of Bond Issue</u>	<u>Annual Debt Service</u>	<u>Tax \$ Needed</u>
17	Ballardvale Fire Station	\$500,000	15 Years	\$48,000	\$3
18	Doherty Site Improvements	\$2,500,000	20 years	\$198,000	\$14
28	Town Building Maintenance	\$300,000	15 Years	\$29,000	\$2
33	Land Acquisition	\$775,000	20 Years	\$62,000	\$4
36	School Building Maintenance	\$500,000	20 Years	\$40,000	\$3
38	West Middle School HVAC	\$1,250,000	15 Years	\$121,000	\$9
54	Reichhold	<u>\$450,000</u>	20 Years	<u>\$36,000</u>	<u>\$3</u>
	Total	\$6,275,000		\$534,000	\$38

PROPOSITION 2½ AND ANDOVER

WHAT IS PROPOSITION 2½?

The **Property Tax Levy** is the total amount a community raises in real and personal property taxes. The levy is calculated by taking the total amount that the town is authorized to spend during the fiscal year (the sum of all appropriation votes of Town Meeting plus any state or county assessments or other bills the town must pay not requiring Town Meeting approval) and subtracting anticipated state and local revenues.

The **Levy Limit** is a restriction placed on the Tax Levy by a state law known as **Proposition 2½**. The town's Levy Limit is automatically increased 2½% each year. In addition, a community is allowed to increase its levy limit to reflect growth of its tax base due to development.

Proposition 2½ limits the total a town is allowed to raise from property taxes. It is important to understand that the **Levy Limit** gets the 2½% increase. The Town's total revenues, the budgets, the tax rate, and the individual's property tax bill can all increase by different percentages in the same fiscal year and still be within Proposition 2½.

A community does not have to tax up to its levy limit, but it cannot exceed its levy limit unless voters approve an override or exclusion. Andover has been in full compliance with Proposition 2½ since its enactment. For many years, Andover did not tax up to its levy limit. The budgets adopted by Town Meeting required property tax levies which were lower than the maximum allowed under the law. In recent years Andover's property tax levy has been very close to its levy limit.

If Town Meeting votes to spend more than the Town can expect to collect in revenues, Proposition 2½ provides local options for increasing the Levy Limit by passing, by majority vote in an election, an override, capital outlay exclusion, or debt exclusion. **The Levy Limit can be increased only by popular vote in a referendum, not by Town Meeting.** The State enforces Proposition 2½ by not allowing a Town to set its tax rate until it can prove that it has a balanced budget.

By passing an **Override** a community can assess a specific amount of property taxes in addition to its Levy Limit. The ballot question can specify the use of these additional revenues for the first year. An override results in a permanent increase in the Levy Limit. It is intended for funding ongoing programs.

By passing a **Debt Exclusion** a community can assess additional taxes to pay the debt service (principal and interest costs) for a specific capital project. The additional amount is added to the Levy Limit for the life of the debt only. Each year that a payment must be made for that project, the Levy Limit is first calculated as usual and then the extra amount from the debt exclusion is added. Unlike overrides, exclusions do not become part of the base used to calculate future years' levy limits.

By passing a **Capital Outlay Expenditure Exclusion** a community can assess additional taxes to pay for a specific project or major equipment purchase. The additional amount to pay for the project is added to the Levy Limit only for the year in which the project is undertaken. The amounts excluded for these one-time expenditures do not become part of the base. Capital outlay exclusions can only be used for expenditures which could be bonded.

THE OVERRIDE PROCESS

Increasing taxes to pay for additional services, projects, or purchases is a two-step process. A referendum is necessary to increase the Levy Limit so that the Town can collect the additional taxes. Town Meeting must vote to authorize the spending of any Town funds. A 4/5 vote of the Board of Selectmen is required to place an override or exclusion question on the ballot. When scheduling an election, time must be allowed for legal notice requirements, printing of ballots, voter registration and absentee voting. State law establishes specific requirements regarding the wording of ballot questions.

PROPERTY TAX LEVY LIMIT HISTORY

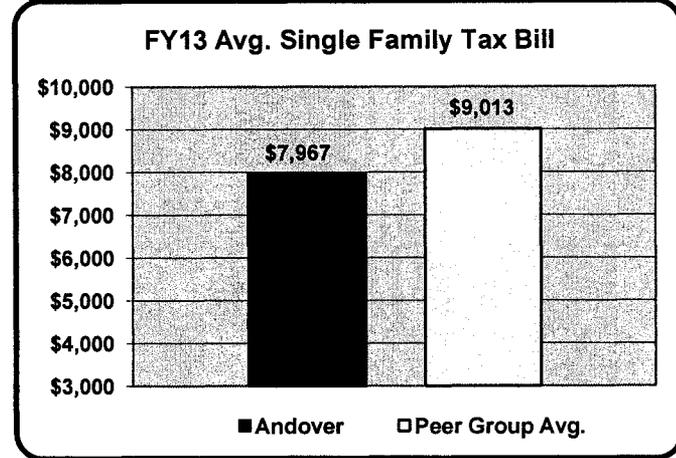
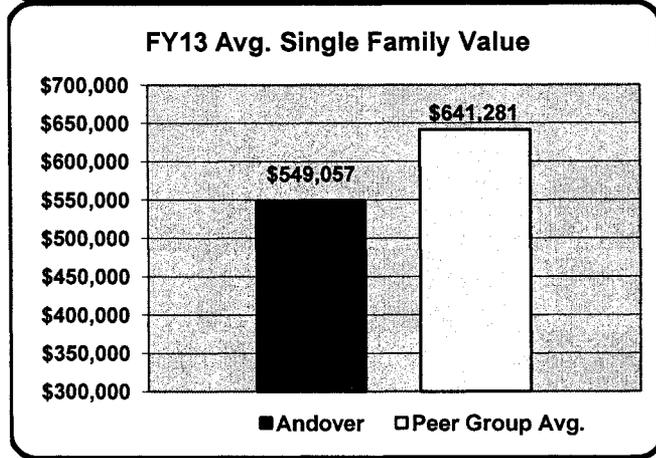
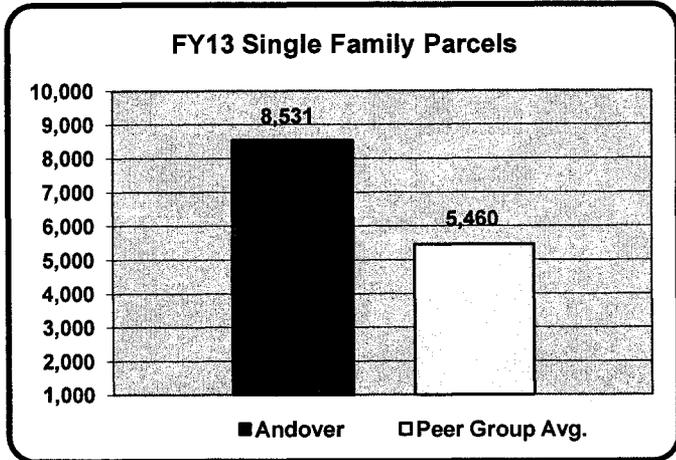
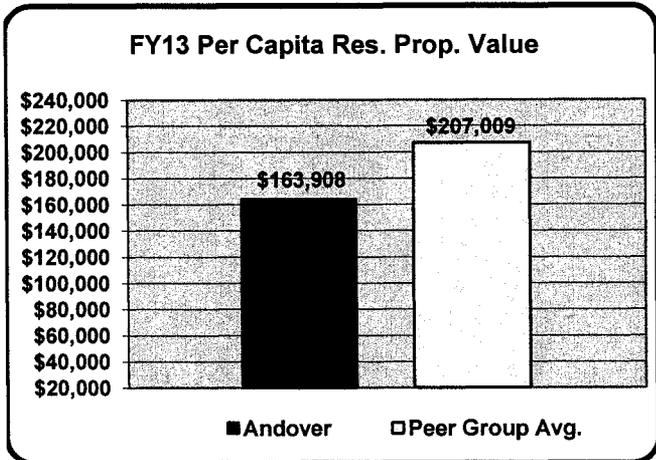
<u>FISCAL YEAR</u>	<u>PROP 2½ TAX LEVY LIMIT</u>	<u>ACTUAL TAX LEVY</u>	<u>EXCESS TAX LEVY CAPACITY</u>	<u>ADDITIONAL TAXES DEBT EXCLUSION</u>	<u>TOTAL TAX LEVY</u>	<u>%INC TOTAL TAX LEVY</u>
FY2002	68,287,439	66,994,778	1,292,661	2,835,792	69,830,570	7.5%
FY2003	72,287,345	72,287,194	151	3,543,906	75,831,100	8.6%
FY2004	75,252,414	75,251,662	752	3,912,678	79,164,340	5.0%
FY2005	78,949,600	78,332,364	617,236	3,335,446	81,667,810	3.2%
FY2006	82,958,866	82,957,460	1,406	3,051,543	86,009,003	5.3%
FY2007	87,189,479	87,150,494	38,985	3,110,789	90,261,283	4.9%
FY2008	91,201,846	91,167,791	34,055	2,909,928	94,077,719	4.2%
FY2009	94,838,978	94,802,906	36,072	3,173,848	97,976,754	4.1%
FY2010	98,313,489	98,252,625	60,864	3,037,491	101,290,116	3.4%
FY2011	101,868,863	101,747,938	70,925	2,860,362	104,658,300	3.3%
FY2012	106,128,017	105,926,697	201,320	2,947,458	108,874,155	4.0%
FY2013	110,260,241	109,544,429	715,812	2,349,085	111,893,514	2.8%
*FY2014	114,516,746	114,516,746	0	3,330,150	117,846,896	5.3%

* Projected based on budget and warrant article recommendations April 12, 2013

CALCULATION OF FY2013 PROPERTY TAX LEVY LIMIT		
FY2012 TAX LEVY LIMIT	\$106,128,017	Beginning amount for FY2013.
2.5% of FY2011 Levy Limit	2,653,200	
New Growth	<u>1,479,022</u>	Tax increase based on est tax value of new construction as of 6/30/2012.
FY2013 TAX LEVY LIMIT	\$110,260,241	FY2013 tax limit prior to funds raised for Prop 2 1/2 exempt debt.
Plus		
NET FY2013 EXEMPT DEBT SERVICE	<u>\$2,349,085</u>	Additional taxes allowed for Proposition 2 1/2 exempt debt less state aid.
Equals		
FY2013 TOTAL TAX LEVY LIMIT	\$112,609,326	Estimated Maximum property taxes allowable for Fiscal Year 2013.
Less		
FY2013 TAX LEVY	\$111,893,514	Estimated Amount of property taxes for Fiscal Year 2013.
Equals		
FY2013 EXCESS TAX CAPACITY	\$715,812	Amount of additional taxes that could be raised within Proposition 2 1/2 limit.
CALCULATION OF FY2014 PROPERTY TAX LEVY LIMIT		
FY2013 TAX LEVY LIMIT	\$110,260,239	Beginning amount for FY2014.
2.5% of FY2012 Levy Limit	2,756,506	
New Growth	<u>1,500,000</u>	Tax increase based on est. tax value of new construction as of 6/30/2013.
FY2014 TAX LEVY LIMIT	\$114,516,746	FY2014 tax limit prior to funds raised for Prop 2 1/2 exempt debt.
Plus		
NET FY2014 EXEMPT DEBT SERVICE	<u>\$3,330,150</u>	Additional taxes allowed for Proposition 2 1/2 exempt debt less state aid.
Equals		
FY2014 TOTAL TAX LEVY LIMIT	\$117,846,896	Estimated Maximum property taxes allowable for Fiscal Year 2014.
Less		
FY2014 TAX LEVY	\$117,846,896	Estimated Amount of property taxes for Fiscal Year 2014.
Equals		
FY2014 EXCESS TAX CAPACITY	\$0	Amount of additional taxes that could be raised within Proposition 2 1/2 limit.

FY13 Comparative Residential Tax Information

AAA Bond Rated Suburban Municipalities



Data Source: DOR/DLS Database

Note: The "Peer Group Average" category consists of data from the following 19 Andover comparable "AAA" rated suburbs: Acton; Arlington; Barnstable; Bedford; Belmont; Canton; Concord; Duxbury; Hingham; Lexington; Marblehead; Natick; Needham; Norwell; Sudbury; Wayland; Wellesley Westwood; and Winchester.

FY2013 Valuation Breakdown - Single Family Homes

Valuation Range (\$)	Number of Parcels	Percent of Total
\$0 to \$300,000	340	4.0%
\$300,001 to \$400,000	1,571	18.3%
\$400,001 to \$500,000	2,451	28.5%
\$500,001 to \$600,000	1,797	20.9%
\$600,001 to \$1,000,000	2,097	24.4%
\$1,000,001 and Up	348	4.0%
<i>Total</i>	<i>8,604</i>	<i>100.0%</i>

**If the Recommended FY2014 Budgets are approved,
Each \$1000 of Your Property Tax Dollars will buy:**

Exempt Debt	\$ 24
Bancroft, Public Safety Center, other schools funded Outside Proposition 2 ½ Levy Limit	
School Department Operating Budget	500
Health Insurance	114
Current Town and School employees and retirees	
Public Safety	102
Police and Fire	
Municipal Services	71
Highway, Snow Removal, Solid Waste, Street Lighting, Building and Grounds Maintenance, Cemetery, Vehicle Maintenance, Capital Project Management, Engineering, etc.	
General Government	53
Town Administration, Town Clerk, Information Technology Community Development and Planning, Veterans Services, etc.	
Retirement	41
Non-Exempt Debt Service	29
Principal and Interest for previously approved projects Funded within 2 ½	
Other	22
State Assessments, Overlay, Vocational School Assessment, Insurance, OPEB, Unemployment, Warrant Articles funded From taxation	
Library	18
CIP Article 5	16
Capital Projects	
Community/Youth/ Elder Services	<u>8</u>
	\$1,000

Debt Service

The Debt Service appropriation (Article 4, line 20) provides funding for the principal and interest costs associated with capital projects approved by prior Town Meetings. Borrowing allows payments for major infrastructure improvements or large equipment purchases to be spread over multiple years to make them more affordable and requires that future taxpayers, who benefit from the use of the asset, pay a share of the cost. State law defines the purposes for which a town can borrow and sets a maximum maturity for each type of project.

A traditional municipal debt schedule has equal principal payments with the interest on the balance declining each year. In addition to lowering total interest costs, this type of debt schedule recognizes that a town will continue to need to invest in capital improvements. As debt service payments for existing projects decline, new debt can be added to fund new projects.

Because the first principal and interest payments are usually at least one or two years after Town Meeting approves a project, **the projects recommended for approval by this year's Town Meeting will have no impact on the FY2014 budgets or tax rate.** They will become fixed obligations for future years. A current Debt Schedule can be found in the Annual Report section at the end of this report.

Total Debt Service (\$13,035,323 for FY2014) is comprised of:

Exempt Debt (\$4,936,597 for FY2014)

- Funded with property taxes outside Proposition 2 ½ Levy Limit, so increases property taxes
- Does not impact operating budgets or funding available for other projects

Non-Exempt Debt (\$4,100,568 for FY2014)

- Funded with property taxes and other general fund revenues available within Andover's Proposition 2½ Levy Limit, so does not increase property tax bills
- Reduces the amount available within Proposition 2 ½ for future budgets or capital projects

Water and Sewer Debt (\$3,778,163 for FY2014)

- Funded with Water or Sewer revenues
- Could affect water or sewer rates, or could impact water or sewer operating budgets or funding available for other water or sewer projects

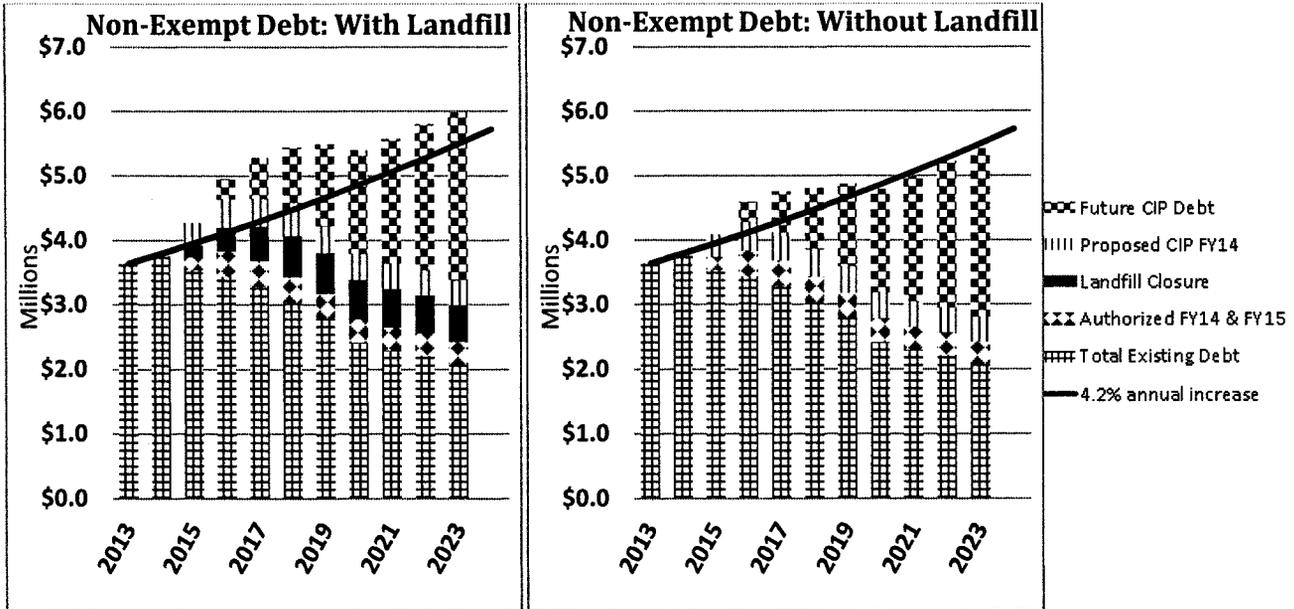
Interest on BANS and debt issue expenses (\$220,000 for FY2014)

- The cash needed for engineering, design, and construction for building projects is usually financed with temporary borrowing (BANS - Bond Anticipation Notes) until the BANS are converted to permanent financing

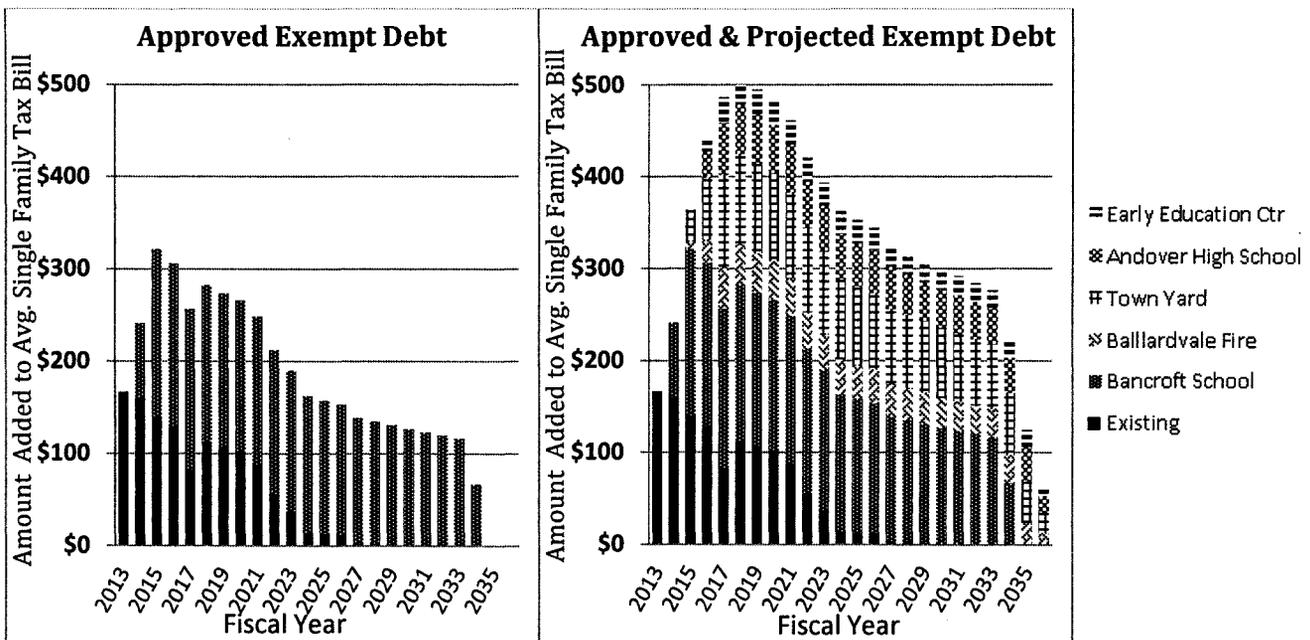
Andover's New Debt Analysis Tool

An interactive spreadsheet tool is being developed to help Town and School officials estimate the annual appropriations needed to fund bonded capital projects, show the impact on future Town and School budgets and explain the full cost to Andover taxpayers. This Debt Analysis Tool allows policy makers to plug in debt schedules for proposed capital projects and then experiment with changes in 1) projected revenues, 2) the number, cost and timing of projects, and/or 3) interest rates, and then calculate how each set of assumptions affects future budgets or tax bills.

As an example, the following graphs show two scenarios for non-exempt debt projects. The left-hand graph includes the cost of capping the landfill, and the right-hand graph has the landfill costs removed. The black line shows a projected 4.2% annual increase, a reasonable estimate based on historical norms, which can be used to guide budget decisions. This graphical analysis suggests that, to avoid a reduction in departmental budgets to compensate for the increased debt, some combination of project costs approximating that of the landfill capping should be deferred, eliminated or funded via an alternate mechanism.



In a similar fashion, the Debt Analysis Tool can be used to study the impact of proposed debt exclusion overrides, or exempt debt, on property tax bills. The left-hand graph below shows the already approved exempt debt (past projects and Bancroft). The right-hand graph below shows the effect on the average tax bill of approving four new projects in the near future. For reference, in FY13 the average single family tax bill is \$7,967 and the average value of a single family residence is \$549,057.



Town of Andover Employee Unions and Associations

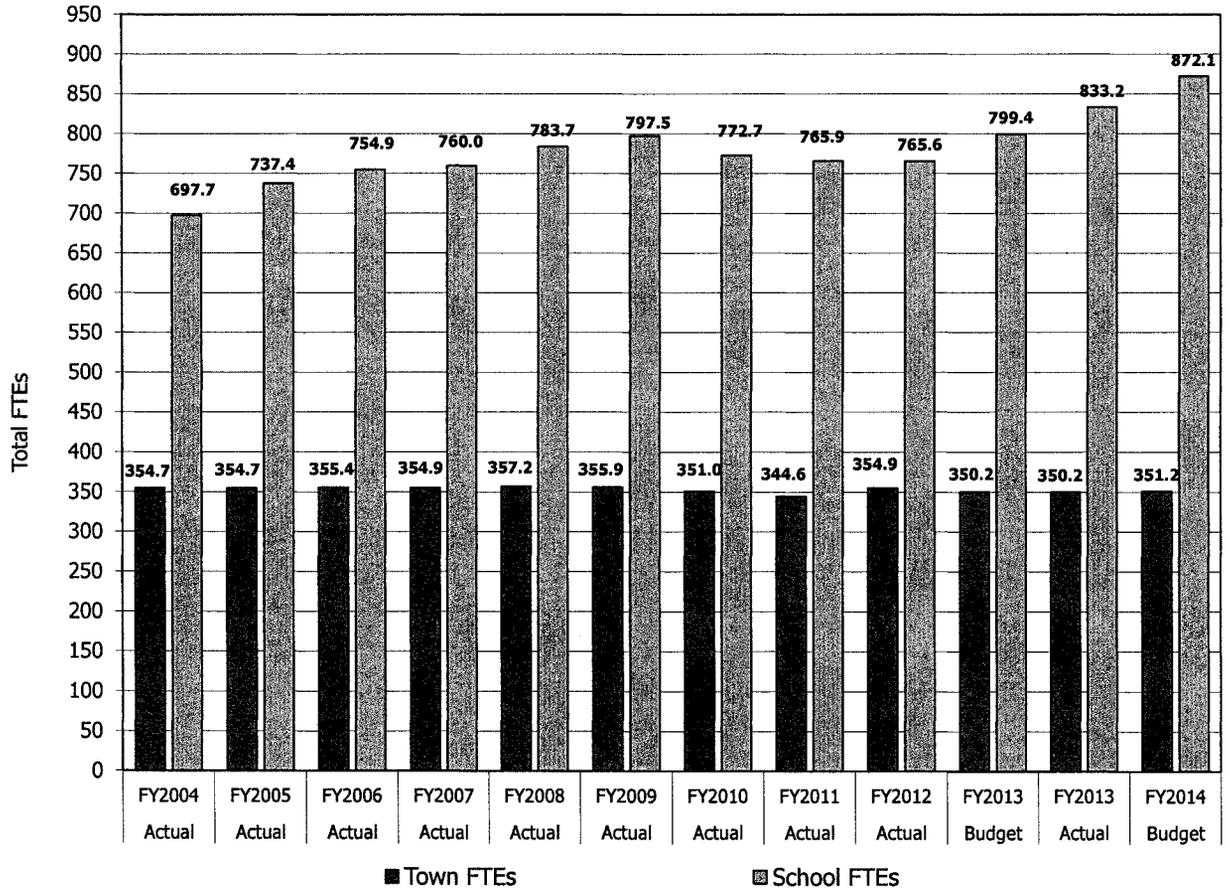
Status of Collective Bargaining Settlements as of January, 2013

Employee Group	Formal Bargaining Unit or Association	Members 2012	Members 3-28-2013	Contract Expiration	Contract Settlements / % Wage Increases				Minimum Salary	Maximum Salary
					FY2011	FY2012	FY2013	FY2014		
<u>Andover Public Schools</u>										
SCHOOL TEACHERS	Andover Education Association	530	546	8/31/2014	No/0.0%	Yes/1.0%	Yes/2.0%	Yes/2.0%	\$ 41,982.00	\$ 93,880.00
SCHOOL INSTRUCTIONAL ASSISTANTS	Andover Assistants Organization	222	262	8/31/2014	No/0.0%	Yes/1.0%	Yes/2.0%	Yes/2.0%	\$ 18,623.00	\$ 29,190.00
SCHOOL CUSTODIANS	Andover School Custodians, SEIU, Local 888	37	38	6/30/2014	No/0.0%	Yes/1.0%	Yes/2.0%	Yes/2.0%	\$ 39,922.00	\$ 49,246.00
SCH. FOOD SERVICES & CROSS. GUARDS	Andover Cafeteria Employees, SEIU, Local 888	34	41	6/30/2014	No/0.0%	Yes/1.0%	Yes/2.0%	Yes/2.0%	\$ 12.36	\$ 19.19
SCHOOL SECRETARIES	Andover Educational Secretaries Association	27	29	6/30/2014	No/0.0%	Yes/1.0%	Yes/2.0%	Yes/2.0%	\$ 31,259.00	\$ 48,031.00
SCHOOL INDEPENDENT EMPLOYEES	School Independent Employees Association	23	18	6/30/2014	No/0.0%	Yes/1.0%	Yes/2.0%	Yes/2.0%	\$ 31,349.00	\$ 83,357.00
SCHOOL ADMINISTRATORS	Andover Administrators Association	21	21	6/30/2014	No/0.0%	Yes/1.0%	Yes/2.0%	Yes/2.0%	\$ 95,307.00	\$ 111,436.00
LICENSED PRACTICAL NURSES	Andover Licensed Practical Nurses Association	3	2	8/31/2014	No/0.0%	Yes/1.0%	Yes/2.0%	Yes/2.0%	\$ 23,983.00	\$ 38,103.00
		897	957							
<u>Town Departments</u>										
TOWN INDEPENDENT EMPLOYEES	Andover Independent Employees Association	134	143	6/30/2014	Yes/0.0%	Yes/1.5%	Yes/2.0%	Yes/1.5%	\$ 28,937.00	\$ 97,263.00
FIREFIGHTERS	International Assoc. of Firefighters, AFL-CIO, Local	66	68	6/30/2011	Yes/0.0%	No	No	No	\$ 46,716.00	\$ 101,467.00
DPW/P&F LABORERS	AFSCME, Council 93, Local 1704, AFL-CIO	61	71	6/30/2014	Yes/0.0%	Yes/1.5%	Yes/2.0%	Yes/1.5%	\$ 40,486.00	\$ 67,254.00
POLICE PATROLMEN	Andover Police Patrolmens Union, NEPBA, Local 9	38	39	6/30/2012	Yes/0.0%	Yes/1.5%	No	No	\$ 47,483.00	\$ 56,392.00
POLICE SUPERIOR OFFICERS	Andover Police Superior Officers Assoc., NEPBA, L	14	14	6/30/2012	Yes/0.0%	Yes/1.5%	No	No	\$ 63,653.00	\$ 84,792.00
PUBLIC SAFETY DISPATCHERS	Andover Public Safety Communicators, NEPBA, Loc	10	11	6/30/2012	Yes/0.0%	Yes/1.5%	No	No	\$ 44,298.00	\$ 61,978.00
TOWN DEPARTMENT HEADS	Andover Town Department Heads	7	7	6/30/2011	Yes/0.0%	No	No	No	\$ 67,568.00	\$ 113,464.00
		330	353							

The School Employee Agreements may be viewed at: www.aps1.net/index.aspx?NID=400

The Town Employee Agreements may be viewed at: www.andoverma.gov/selectmen

Town & School Employees (FTEs) FY2004 - FY2014



	Actual FY2004	Actual FY2005	Actual FY2006	Actual FY2007	Actual FY2008	Actual FY2009	Actual FY2010	Actual FY2011	Actual FY2012	Budget FY2013	Actual FY2013	Rec. Budget FY2014
Town FTEs	354.7	354.7	355.4	354.9	357.2	355.9	351.0	344.6	354.9	350.2	350.2	351.2
School FTEs	697.7	737.4	754.9	760.0	783.7	797.5	772.7	765.9	765.6	799.4	833.2	872.1
Total FTEs	1,052.4	1,092.1	1,110.3	1,114.9	1,140.9	1,153.4	1,123.7	1,110.5	1,120.5	1,149.6	1,183.4	1,223.3

BUDGET AND TAX RATE SUMMARY	FINAL FY2011	FINAL FY2012	FINAL FY2013	FIN COM FY2014
EXPENDITURES				
Appropriations & Articles	136,128,816	140,905,913	143,073,064	153,847,600
Other Local Expenditures				
Tax Title Purposes	4,000	0	0	0
Final Court Judgments	0	0	0	0
Overlay/ Other Deficits	0	32,363	0	0
Other amounts	0	0	140,921	0
Revenue Offsets/Cherry Sheet	<u>61,280</u>	<u>65,349</u>	<u>64,413</u>	<u>69,728</u>
Total Other Local Expenditures	65,280	97,712	205,334	69,728
State and County Charges	2,926,555	2,426,090	2,482,440	2,804,030
Overlay Reserve for Abatements	<u>772,521</u>	<u>980,114</u>	<u>985,564</u>	<u>879,761</u>
TOTAL EXPENDITURES	\$139,893,172	\$144,409,829	\$146,746,402	\$157,601,119
REVENUES and OTHER FUNDING SOURCES				
Revenue from State				
Cherry Sheet Estimated Receipts	8,819,405	8,713,708	9,849,099	10,046,113
School Construction Assistance	<u>1,551,447</u>	<u>1,551,446</u>	<u>1,551,446</u>	<u>1,551,446</u>
Total from State	10,370,852	10,265,154	11,400,545	11,597,559
Revenue from Town				
General Local Revenue	9,201,000	9,414,860	9,607,500	9,793,675
Revenue for Specific Purposes-Offset Receipts	1,811,500	1,872,775	1,857,475	2,008,755
Water and Sewer Revenue	<u>12,242,028</u>	<u>12,119,113</u>	<u>11,888,674</u>	<u>11,928,200</u>
Total Local Receipts	23,254,528	23,406,748	23,353,649	23,730,630
Free Cash and Other Funding Sources				
Free Cash used for Warrant Articles	1,123,500	992,000	0	3,248,000
Other Available Funds	<u>485,992</u>	<u>871,771</u>	<u>98,694</u>	<u>1,274,035</u>
Total Free Cash and Other Funding Sources	1,609,492	1,863,771	98,694	4,522,035
Free Cash used for Operating Budget	0	0	0	0
Total Non-Property Tax Revenues and Other Funding Source	35,234,872	35,535,673	34,852,888	39,850,224
Total Property Taxes	<u>104,658,300</u>	<u>108,874,156</u>	<u>111,893,514</u>	<u>117,750,895</u>
TOTAL REVENUES	139,893,172	144,409,829	146,746,402	157,601,119

VALUATIONS & TAX RATES	FINAL FY2011	FINAL FY2012	FINAL FY2013	EST FY2014
TOTAL VALUATION (IN THOUSANDS)	\$6,616,552	\$6,798,505	\$6,802,720	\$6,938,774
RESIDENTIAL TAX RATE	14.12	14.15	14.51	N/A
COMM, IND, PER PROP TAX RATE	22.46	23.54	24.26	N/A
EQUALIZED TAX RATE	15.82	16.01	16.45	16.97
WHERE REVENUES COME FROM				
STATE AID	7.41%	7.11%	7.77%	7.36%
LOCAL REVENUE	16.62%	16.21%	15.91%	15.06%
OTHER FUNDS	0.35%	0.60%	0.07%	0.81%
FREE CASH	0.80%	0.69%	0.00%	2.06%
PROPERTY TAXES	<u>74.81%</u>	<u>75.39%</u>	<u>76.25%</u>	<u>74.71%</u>
	100.00%	100.00%	100.00%	100.00%

EXPENDITURES BY TOWN FOR SCHOOL DEPARTMENT

<u>Categories</u>	<u>EXPENDED FY2010</u>	<u>EXPENDED FY2011</u>	<u>EXPENDED FY2012</u>	<u>BUDGET FY2013</u>
Finance and Administrative Services	154,968	160,274	163,664	165,300
Human Resources and Benefits	41,839	42,875	43,872	44,310
Other Instructional Materials	-	279,118	-	
School Security	22,736	13,680	4,574	4,800
Heating of School Buildings (school offices)	23,654	27,497	7,840	8,232
School Utility Services (electricity, water, sewer, trash, recycling)	325,928	332,094	239,805	247,033
Maintenance of School Grounds (grounds, fields, snow, sweeping)	233,615	243,599	102,855	266,612
Maintenance of School Buildings (Plant and Facilities)	612,419	679,756	669,079	676,937
Maintenance of School Equipment (Plant and Facilities, Public Safety)	89,512	104,045	101,752	104,688
Extraordinary Maintenance (Plant and Facilities)	1,232,640	1,374,463	1,604,044	1,844,651
Networking & Telecommunications	-	-	92,604	92000
Technology Maintenance	-	-	844,282	846600
Employer Retirement Contributions	1,190,034	1,230,005	1,394,763	1,500,395
Insurance for Active Employees	7,740,634	8,368,140	8,756,550	8,412,205
Insurance for Retired School Employees	2,496,933	2,316,876	1,914,379	1,954,609
Other Non-Emp Insurance- Prop and Casualty	384,300	345,260	502,311	397,163
Short Term Interest	13,000	21,550	6,544	50,000
Capital Technology	-	-	134,518	2,500,000
Long Term Debt Retirement/School Construction	2,641,156	2,671,043	2,873,597	2,426,900
Long Term Debt Service/School Construction	759,075	655,862	536,156	448,021
Long Term Debt Retirement/Education and Other	1,304,581	1,244,218	1,451,026	1,568,531
School Choice Tuition				
Tuition To Charter Schools				
Regional School Assessment	<u>494,915</u>	<u>484,694</u>	<u>444,503</u>	<u>455,616</u>
TOTAL	19,761,939	20,595,049	21,888,718	24,014,603

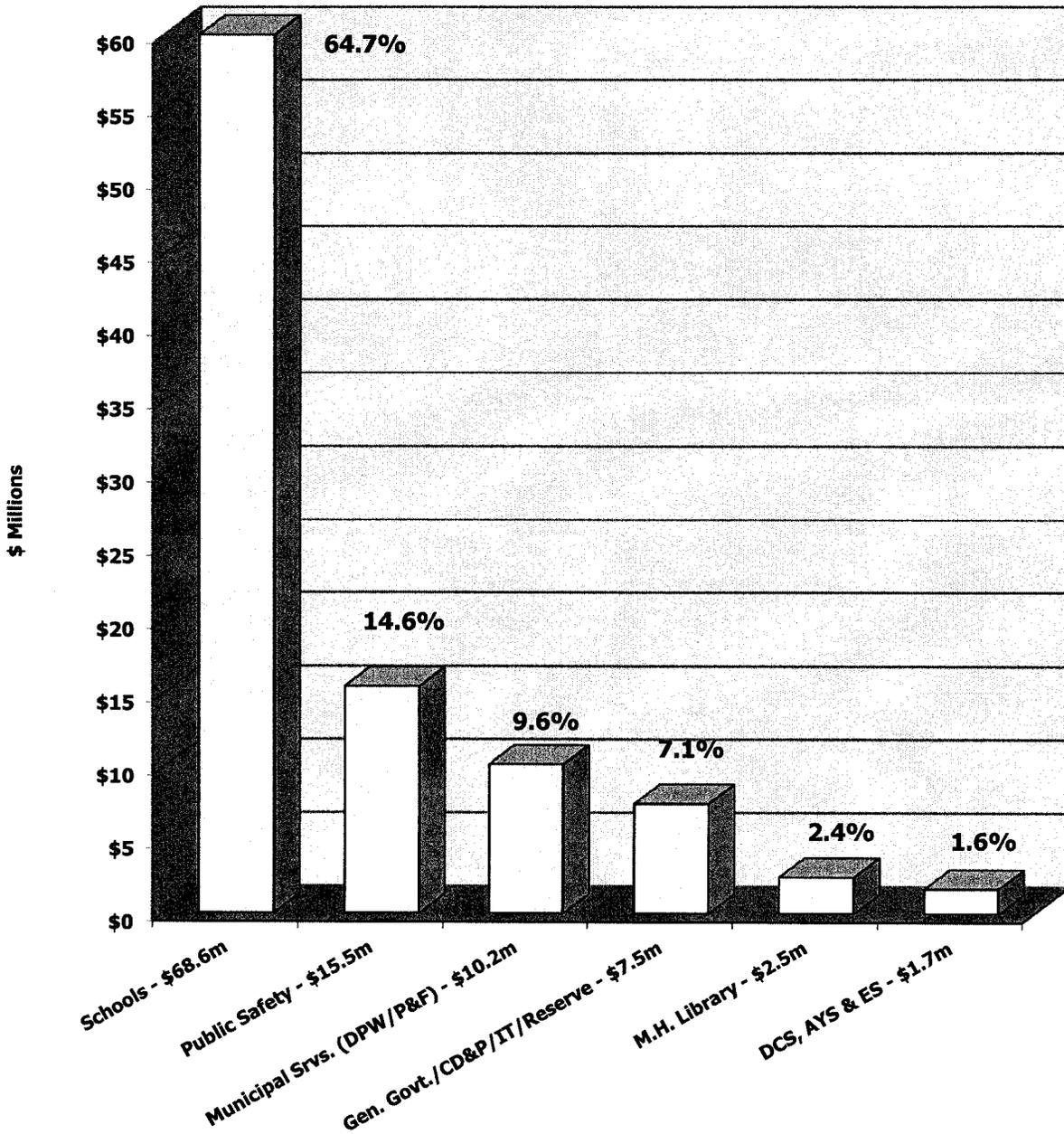
NOTES

The above report is submitted at year end as a part of the School department End of Year Financial Report
This section reports expenditures for the School Department that are not included in the School Department budget.
Categories and some allocations are determined by DOE regulations and/or joint agreement for services to School department.

from: MASSACHUSETTS DEPARTMENT OF EDUCATION
END OF YEAR PUPIL AND FINANCIAL REPORT

FY2014 Departmental Budgets - \$106 Million Including Offset Revenues

(FINANCE COMMITTEE RECOMMENDED)



2013 ANNUAL TOWN MEETING

Monday, May 6, 2013

RICHARD J. COLLINS FIELD HOUSE

ANDOVER HIGH SCHOOL

CALL TO ORDER, 7:00 P.M.

OPENING PRAYER

PLEDGE OF ALLEGIANCE TO THE FLAG

ADMITTANCE OF NON-VOTERS

MOTION TO DISPENSE WITH READING OF WARRANT AND RETURN OF SERVICE BY TOWN COUNSEL

MOTION TO PERMIT MODERATOR TO REFER TO WARRANT ARTICLES BY NUMBER AND BY SUBJECT MATTER

ELECTION

ARTICLE 1. Annual Town Election: Moderator for one year, two Selectmen for three years, two School Committee members for three years, one Andover Housing Authority member for five years and one Punchard Free School Trustee for three years.

All of the above candidates are to be voted on one ballot. The polls will be open from seven o'clock A.M. to eight o'clock P.M.

After the final action on the preceding Article One, the said meeting shall stand adjourned by virtue of Chapter 39, Section 20 of the Massachusetts General Laws, to Monday, May 6, 2013 at seven o'clock P.M. in the Field House, Andover High School, Shawsheen Road, in said Andover, then and there to begin acting upon articles that follow in this warrant.

ELECTION NOT REQUIRED BY BALLOT

ARTICLE 2. To elect all other officers not required by law to be elected by ballot, or take any other action related thereto.

~~~~~

The John Cornell Fuel Assistance Fund was established by Article 17 of the 1893 Annual Town Meeting. Five thousand dollars was left to the Town to be used for the needy and poor to purchase wood or coal. In 1995 the Trust documents were modified by the Probate Court of Massachusetts to permit the use of these funds for all types of fuel for heating, cooking or electrical purposes. Three trustees administer the funds. They are chosen on a staggered basis, by vote at the Annual Town Meeting.

~~~~~

The BOARD OF SELECTMEN recommends approval.

On request of the Town Clerk

SALARIES OF ELECTED OFFICIALS

ARTICLE 3. To establish the salaries of the elected officers for the ensuing year, or take any other action related thereto.

~~~~~

The 1998 Annual Town Meeting voted to establish the following salaries for elected officials effective July 1, 1999: \$1,500 for each member of the Board of Selectmen and the School Committee, and \$1,800 for each chairman. The Moderator is paid \$250 for the Annual Town Meeting and \$60 for each Special Town Meeting. These salaries are not specified by Town Bylaw, and therefore must be voted each year by Town Meeting.

~~~~~

The BOARD OF SELECTMEN recommends approval.

YES

The FINANCE COMMITTEE recommends approval.

NO

On request of the Town Clerk

THE BUDGET

ARTICLE 4. To see if the Town will vote to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, to defray charges and expenses of the Town, including debt and interest, and to provide for a reserve fund for the Fiscal Year beginning July 1, 2013 and ending June 30, 2014, or take any other action related thereto.

There will be 11 motions on the Budget:

Public Safety	Andover Public Schools
General Government	Water
Municipal Services	Sewer
Library	Greater Lawrence Technical School
Community/Youth/Elder Services	Obligations
Unclassified Expenses	

To make it easier for voters to follow the motions on the budget, the Finance Committee has printed the FY2014 OPERATING BUDGET on two pages. These motions represent the statutory appropriations. Increases or decreases in actual costs and changing priorities during the fiscal year can result in shifts of funds from one line to another within departmental budgets, but the totals cannot exceed the amounts voted by Town Meeting. The first three columns show the actual expenditures for FY2011, FY2012 and the FY2013 Budget voted by last spring's Town Meeting. The last column shows the FY2014 Budget recommendations of the Board of Selectmen and Finance Committee.

The Town Manager's Recommended Budget for FY2014 is available at the Town Offices, the Library, and on line at the Town of Andover's web site www.andoverma.gov. The departmental budget presentations can also be found on the Town's website as well as a number of other reports containing valuable background information for both the budgets and warrant articles for this year's Town Meeting.

The information in the Finance Committee Report is the best available at the time of printing. There are always changes in the month prior to Town Meeting. Estimates of costs and revenues will be refined, additional information will become available, and boards and committees will change some of their recommendations. If there are significant changes in the weeks leading up to Town Meeting, the Finance Committee can provide voters with updates on the Town of Andover website and prepare slides and handouts for Town Meeting. The Finance Committee looks forward to providing additional information in response to questions at Town Meeting.

Finance Committee Recommendations

Article 4 Budget Appropriations	\$147,491,300
Article 5 Capital Projects	2,280,000
Other Warrant Articles	4,076,300
Non-Appropriated Costs	3,753,519
	<hr/>
	\$157,601,119

**ARTICLE 4 TOWN MEETING - FY2014
OPERATING BUDGET**

LINE ITEM	DEPARTMENT	EXPENDED FY2011	EXPENDED FY2012	BUDGET FY2013	FINCOM & BOS FY2014
	<u>PUBLIC SAFETY</u>				
1	PERSONAL SERVICES	12,884,777	12,624,808	13,153,753	14,001,660
2	OTHER EXPENSES	<u>1,135,191</u>	<u>1,336,643</u>	<u>1,395,994</u>	<u>1,460,120</u>
	TOTAL	14,019,969	13,961,451	14,549,747	15,461,780
Includes \$200,000 - parking receipts, \$70,000 - detail fees, and \$1,150,000 - ambulance collections					
	<u>GENERAL GOVERNMENT & COMMUNITY DEVELOPMENT (inc Town/School IT consolidation)</u>				
3	PERSONAL SERVICES	4,056,823	5,267,194	5,226,908	5,445,845
4	OTHER EXPENSES	<u>1,364,250</u>	<u>1,647,599</u>	<u>1,649,751</u>	<u>1,890,214</u>
	TOTAL	5,421,073	6,914,793	6,876,659	7,336,059
Includes \$25,000 in receipts from wetland filing fees					
	<u>MUNICIPAL SERVICES (DPW/P&F)</u>				
5	PERSONAL SERVICES	4,649,482	4,704,930	4,714,026	4,882,097
6	OTHER EXPENSES	<u>5,268,262</u>	<u>4,962,518</u>	<u>5,203,713</u>	<u>5,338,990</u>
	TOTAL	9,917,744	9,667,448	9,917,739	10,221,087
Includes \$77,755 in rental receipts; \$52,000 cemetery revenue					
	<u>LIBRARY</u>				
7	PERSONAL SERVICES	1,951,919	1,826,991	1,828,689	1,902,582
8	OTHER EXPENSES	<u>575,496</u>	<u>593,898</u>	<u>603,900</u>	<u>620,000</u>
	TOTAL	2,527,415	2,420,889	2,432,589	2,522,582
	<u>COMMUNITY / YOUTH/ ELDER SERVICES</u>				
9	PERSONAL SERVICES	1,209,857	1,210,644	1,207,365	1,273,316
10	OTHER EXPENSES	<u>434,094</u>	<u>439,915</u>	<u>439,485</u>	<u>463,270</u>
	TOTAL	1,643,951	1,650,559	1,646,850	1,736,586
Includes \$543,000 and \$55,000 in user fees and \$61,000 in grants					
	<u>UNCLASSIFIED</u>				
11	COMPENSATION FUND	-	135,000	500,000	-
12	RESERVE FUND	inc above	inc above	<u>200,000</u>	<u>200,000</u>
	TOTAL			700,000	200,000
	<u>TOWN DEPTS</u>				
	PERSONAL SERVICES	24,752,859	25,769,567	26,630,741	27,505,500
	OTHER EXPENSES	8,777,293	8,980,573	9,492,843	9,972,594
	<i>less budgeted Revenues</i>	<u>(2,144,364)</u>	<u>(2,238,127)</u>	<u>(1,971,255)</u>	<u>(2,233,755)</u>
	NET TOTAL	31,385,788	32,512,013	34,152,329	35,244,339

**ARTICLE 4 TOWN MEETING - FY2014
OPERATING BUDGET**

LINE ITEM	DEPARTMENT	EXPENDED FY2011	EXPENDED FY2012	BUDGET FY2013	FINCOM & BOS FY2014
	<u>ANDOVER SCHOOL DEPT</u>				
13	PERSONAL SERVICES	48,429,608	48,905,991	52,522,838	54,733,473
14	OTHER EXPENSES	<u>13,458,813</u>	<u>14,604,201</u>	<u>13,341,561</u>	<u>13,900,588</u>
	TOTAL	61,888,421	63,510,192	65,864,399	68,634,061

LINE ITEM	DEPARTMENT	EXPENDED FY2011	EXPENDED FY2012	BUDGET FY2013	FINCOM & BOS FY2014
	<u>SEWER</u>				
15	PERSONAL SERVICES	420,887	402,641	431,203	300,921
16	OTHER EXPENSES	<u>1,763,561</u>	<u>1,734,065</u>	<u>2,124,705</u>	<u>1,937,500</u>
	TOTAL	2,184,448	2,136,706	2,555,908	2,238,421
	<u>WATER</u>				
17	PERSONAL SERVICES	1,430,589	1,489,595	1,496,505	1,804,485
18	OTHER EXPENSES	<u>2,004,441</u>	<u>2,252,091</u>	<u>2,327,900</u>	<u>2,495,340</u>
	TOTAL	3,435,030	3,741,686	3,824,405	4,299,825
	<u>SEWER and WATER TOTAL</u>	5,619,478	5,878,392	6,380,313	6,538,246
	<i>less budgeted Revenues</i>	-	-	-	-
	NET TOTAL	5,619,478	5,878,392	6,380,313	6,538,246
	<u>OBLIGATIONS</u>				
19	GR LAW TECH HS	484,694	444,503	455,616	314,244
20	DEBT SERVICE	11,816,622	11,956,480	11,585,101	13,035,323
21	GENERAL INSURANCE	734,996	827,012	661,613	680,653
22	UNEMPLOYMENT COMP.	204,000	100,000	100,000	200,000
23	RETIREMENT FUND	4,712,555	4,921,151	5,496,244	5,935,944
24	HEALTH INSURANCE FUND	13,640,000	14,355,000	13,790,500	14,000,000
25	OPEB	-	-	<u>300,000</u>	<u>325,000</u>
	TOTAL	31,592,867	32,604,146	32,389,074	34,491,164
	Includes \$349,735 from Cable Funds				
	GRAND TOTAL	132,630,918	136,742,870	140,757,370	147,141,565
	<i>less budgeted Revenues</i>	<u>(2,144,364)</u>	<u>(2,598,127)</u>	<u>(1,971,255)</u>	<u>(2,583,490)</u>
	NET TOTAL	130,486,554	134,144,743	138,786,115	144,558,075

STAFFING CHANGES

	Actual FY2011	Actual FY2012	Budget FY2013	Recommended FY2014
Public Safety	145.0	143.5	143.5	143.5
General Government	50.6	65.4	63.4	64.4
Public Works	20.6	21.0	21.0	20.5
Plant & Facilities	49.1	49.1	48.0	48.5
Library	28.7	25.6	25.6	25.6
Community/Youth Elder	<u>15.5</u>	<u>15.3</u>	<u>15.1</u>	<u>15.1</u>
Total Town	309.5	319.9	316.7	317.7
Schools	765.9	765.6	799.4	872.1
Water	21.3	21.3	20.0	22.6
Sewer	<u>6.9</u>	<u>6.9</u>	<u>6.6</u>	<u>4.0</u>
Total Enterprise	28.2	28.2	26.6	26.6

TOWN DEPARTMENTS

- One net FTE added to Town Departments for FY2014 made up of two 15 hr/wk positions for Community Development and Planning.
- In addition to positions listed above, there is no change in the 5 FTEs funded with user fees from revolving accounts: 2 Community Services, 1 Youth Services and 2 Elder Services. Also no change in the 1.8 Retirement administrative positions funded with retirement funds.
- Two full-time and one part-time positions moved from Sewer to Water to match work being performed.
- One Department Head for Public Works and Plant and Facilities to replace two who retired.
- One carpenter added to Plant and Facilities.

SCHOOL DEPARTMENT

- In addition to positions shown above, School Department plans to fund 31.2 FTEs with grants and 50.16 from revolving funds in FY2014.
- Increase in School Department FTEs from FY2012 to FY2013 included transfer of 20 from grant funding to regular budget and the two transferred back from the IT Department.
- Increase from FY2013 Budget to FY2014 includes 33.76 FTE's actually added in FY2013 in addition to the 799.4 shown in the budget presented for approval last Spring.
- Total shown for FY2014 is total requested by the School Department as of April 12, 2013. This could change prior to Town Meeting.

CREATION OF INFORMATION TECHNOLOGY DEPARTMENT

- Information Technology Department added to General Government FY2012.
- 10 School FTEs transferred to Town (General Government) to create new department FY2012.
- 2 Transferred back to School Department FY2013.
- Other positions transferred to IT: 2 Library, 1 Public Safety, 4.4 from Town's old Information Services Division and GIS Coordinator from Water and Sewer.

DEPARTMENT BUDGET HIGHLIGHTS AND DETAIL

POLICE						
	ACTUAL FY2011	ACTUAL FY2012	BUDGET FY2013	ESTIMATE FY2013	DEPT REQUEST FY2014	FINANCE COMMITTEE BOARD OF SELECTMEN FY2014
Personal Services	6,364,104	6,351,486	6,597,656	6,719,001	7,164,326	7,018,091
Other Expenses	779,782	970,904	997,794	997,749	1,047,620	1,037,620
Total	7,143,886	7,322,390	7,595,450	7,716,750	8,211,946	8,055,711
Number of Employees	73.0	71.5	71.5		72.5	71.5
Offset Revenues	(348,864)	(357,264)	(105,000)	(105,000)	(270,000)	(270,000)

FIRE RESCUE						
	ACTUAL FY2011	ACTUAL FY2012	BUDGET FY2013	ESTIMATE FY2013	DEPT REQUEST FY2014	FINANCE COMMITTEE BOARD OF SELECTMEN FY2014
Personal Services	6,520,674	6,273,322	6,556,097	6,829,395	7,052,569	6,983,569
Other Expenses	355,409	365,739	398,200	424,997	507,900	422,500
Total	6,876,083	6,639,061	6,954,297	7,254,392	7,560,469	7,406,069
Number of Employees	72.0	72.0	72.0		72.0	72.0
Offset Revenues	(955,000)	(1,000,000)	(1,025,000)	(1,025,000)	(1,284,400)	(1,150,000)

DEPARTMENT BUDGET HIGHLIGHTS AND DETAIL

GENERAL GOVERNMENT/COMMUNITY DEVELOPMENT/IT DETAIL						
	ACTUAL FY2011	ACTUAL FY2012	BUDGET FY2013	ESTIMATE FY2013	DEPT REQUEST FY2014	FINANCE COMMITTEE BOARD OF SELECTMEN FY2014
TOWN MODERATOR						
Personal Services	310	310	250	310	250	250
BOARD OF SELECTMEN						
Personal Services	13,964	16,811	14,500	17,000	17,000	17,000
Other Expenses	10,142	12,352	11,699	11,914	12,050	12,050
TOWN MANAGER						
Personal Services	337,212	349,848	353,670	353,670	371,323	371,323
Other Expenses	11,523	13,942	16,915	17,100	42,100	17,100
COMMISSION ON DISABILITIES						
Personal Services	800	800	800	800	800	800
Other Expenses	2,761	2,237	5,800	5,800	5,800	5,800
TOWN COUNSEL						
Other Expenses	385,407	488,525	376,500	400,000	440,000	468,547
FINANCE COMMITTEE						
Other Expenses	23,975	22,172	24,650	24,650	24,650	24,650
TOWN ACCOUNTANT						
Personal Services	423,790	446,288	430,210	449,255	461,771	461,771
Other Expenses	54,489	62,758	66,580	66,580	74,860	74,860
FINANCE AND BUDGET						
Personal Services	923,938	1,086,706	983,812	980,259	1,026,723	1,026,723
Other Expenses	173,244	194,401	255,246	270,393	286,695	286,695
TOWN CLERK						
Personal Services	331,248	308,240	327,949	330,603	312,616	312,616
Other Expenses	59,724	48,690	73,981	70,946	66,956	66,956
VETERANS SERVICES						
Personal Services	69,080	70,019	71,148	73,518	74,561	74,561
Other Expenses	95,088	102,615	96,425	112,425	122,425	122,425
PATRIOTIC CIVIC CELEBRATION	25,158	27,280	26,500	26,500	27,825	27,825
DAMAGES TO PERSONS & PROPERTY	-	-	2,000	2,000	2,000	2,000
EMPLOYEE BENEFITS						
Accumlated Benefits	381,798	327,730	400,000	300,000	400,000	400,000
Other Expenses	322,079	350,576	385,200	373,200	418,392	418,392
COMMUNITY DEVELOPMENT/PLANNING						
Personal Services	1,339,224	1,392,751	1,373,398	1,399,494	1,526,712	1,467,650
Other Expenses	133,120	148,132	119,700	119,400	140,300	140,300
INFORMATION TECHNOLOGY						
Personal Services	235,459	1,267,691	1,271,171	1,271,171	1,390,958	1,313,151
Other Expenses	67,542	173,919	188,555	188,555	222,614	222,614
TOTAL						
Personal Services	4,056,823	5,267,194	5,226,908	5,176,080	5,582,714	5,445,845
Other Expenses	1,364,250	1,646,008	1,649,751	1,685,872	1,883,076	1,890,214
Total	5,421,073	6,914,793	6,876,659	6,861,952	7,465,790	7,336,059
Number of Employees	50.6	65.4	63.4		64.4	64.4
Offset Revenues	(20,000)	(24,000)	(78,780)	(78,780)	(24,000)	(25,000)

DEPARTMENT BUDGET HIGHLIGHTS AND DETAIL

PUBLIC WORKS						
	ACTUAL FY2011	ACTUAL FY2012	BUDGET FY2013	ESTIMATE FY2013	DEPT REQUEST FY2014	FINANCE COMMITTEE BOARD OF SELECTMEN FY2014
ADMINISTRATION						
Personal Services	146,578	251,053	247,168	255,893	268,800	224,952
SOLID WASTE						
Personal Services	2,372	3,691	5,600	5,600	5,600	5,600
Other Expenses	1,773,987	1,919,510	1,993,563	1,993,563	2,047,800	2,047,800
HIGHWAY						
Personal Services	857,433	890,771	938,417	968,084	989,354	989,354
Other Expenses	413,790	1,035,363	485,075	485,075	525,325	525,325
SNOW & ICE						
Personal Services	302,458	185,439	198,000	198,000	198,000	198,000
Other Expenses	1,633,913	398,757	1,049,000	1,049,000	1,049,000	1,049,000
STREET LIGHTING						
Electricity	228,084	235,801	240,000	230,000	225,000	225,000
ENGINEERING						
Personal Services	259,841	261,322	258,602	267,731	281,770	281,770
Other Expenses	6,639	8,092	31,800	31,800	56,800	31,800
TOTAL						
Personal Services	1,568,682	1,592,276	1,647,787	1,695,307	1,743,524	1,699,676
Other Expenses	4,056,413	3,597,523	3,799,438	3,789,438	3,903,925	3,878,925
Total	5,625,095	5,189,799	5,447,225	5,484,745	5,647,449	5,578,601
Number of Employees	20.6	21.0	21.0		20.5	20.5

DEPARTMENT BUDGET HIGHLIGHTS AND DETAIL

PLANT & FACILITIES						
	ACTUAL FY2011	ACTUAL FY2012	BUDGET FY2013	ESTIMATE FY2013	DEPT REQUEST FY2014	FINANCE COMMITTEE BOARD OF SELECTMEN FY2014
ADMINISTRATION						
Personal Services	464,985	390,974	444,107	460,526	498,998	449,382
Other Expenses	29,077	26,124	35,900	35,900	37,800	37,800
FACILITIES SERVICES						
Personal Services	482,124	500,137	497,072	513,733	494,513	494,513
Other Expenses	309,366	296,088	316,560	316,560	291,450	291,450
BUILDING MAINTENANCE						
Personal Services	438,973	483,564	464,369	477,528	534,968	534,968
Other Expenses	172,410	243,132	216,700	216,700	238,700	238,700
MECHANICAL/ELECTRICAL						
Personal Services	548,631	589,473	559,725	567,521	577,094	577,094
Other Expenses	281,447	309,480	317,665	317,665	332,165	332,165
PARKS AND GROUNDS						
Personal Services	474,386	468,556	463,729	469,695	475,555	457,008
Other Expenses	66,158	82,485	76,500	76,500	76,500	76,500
FORESTRY						
Personal Services	228,847	238,122	234,427	242,102	245,533	247,533
Other Expenses	19,580	38,350	38,250	38,250	37,250	37,250
SPRING GROVE CEMETERY						
Personal Services	174,500	172,846	133,351	137,266	139,152	139,152
Other Expenses	31,802	26,400	76,775	76,775	86,775	86,775
VEHICLE MAINTENANCE						
Personal Services	268,353	268,982	269,459	278,088	282,771	282,771
Other Expenses	303,560	344,486	325,925	325,925	359,425	359,425
TOTAL						
Personal Services	3,080,800	3,112,654	3,066,239	3,146,459	3,248,584	3,182,421
Other Expenses	1,213,399	1,366,545	1,404,275	1,404,275	1,460,065	1,460,065
Total	4,294,199	4,479,199	4,470,514	4,550,734	4,708,649	4,642,486
Number of Employees	49.1	49.1	48		48.5	48.5
Offset Revenues	(149,000)	(159,475)	(110,475)	(110,475)	(129,755)	(129,755)

MUNICIPAL SERVICES						
	ACTUAL FY2011	ACTUAL FY2012	BUDGET FY2013	ESTIMATE FY2013	DEPT REQUEST FY2014	FINANCE COMMITTEE BOARD OF SELECTMEN FY2014
ADMINISTRATION						
Personal Services	4,649,482	4,704,930	4,714,026	4,841,767	4,992,108	4,882,097
Other Expenses	5,268,262	4,962,518	5,203,713	5,192,163	5,362,440	5,338,990
Total	9,917,744	9,667,448	9,917,739	10,033,930	10,354,548	10,221,087
Number of Employees	69.7	70.1	69.0	-	69.0	69.0
Offset Revenues	(149,000)	(159,475)	(110,475)	(110,475)	(129,755)	(129,755)

DEPARTMENT BUDGET HIGHLIGHTS AND DETAIL

COMMUNITY SERVICES						
	ACTUAL FY2011	ACTUAL FY2012	BUDGET FY2013	ESTIMATE FY2013	DEPT REQUEST FY2014	FINANCE COMMITTEE BOARD OF SELECTMEN FY2014
Personal Services	423,210	407,795	429,363	437,152	441,003	441,003
Other Expenses	237,808	234,673	233,120	233,155	243,120	243,120
Total	661,018	642,468	662,483	670,307	684,123	684,123
Number of Employees funded from GF	3	3	3		3	3
Number of Employees funded from Programs	2	2	2		2	2
Offset Revenues	(550,000)	(550,000)	(536,000)	(536,000)	(543,000)	(543,000)

YOUTH SERVICES						
	ACTUAL FY2011	ACTUAL FY2012	BUDGET FY2013	ESTIMATE FY2013	DEPT REQUEST FY2014	FINANCE COMMITTEE BOARD OF SELECTMEN FY2014
Personal Services	263,286	274,801	273,611	285,257	294,861	294,861
Other Expenses	39,010	43,076	44,010	44,010	52,510	52,510
Total	302,296	317,877	317,621	329,267	347,371	347,371
Number of Employees funded from GF	3	3	3	3	3	3
Number of Employees funded from Programs	1	1	1	1	1	1
Offset Revenues						

ELDER SERVICES						
	ACTUAL FY2011	ACTUAL FY2012	BUDGET FY2013	ESTIMATE FY2013	DEPT REQUEST FY2014	FINANCE COMMITTEE BOARD OF SELECTMEN FY2014
Personal Services	523,361	528,048	504,391	504,391	537,452	537,452
Other Expenses	157,275	162,166	162,355	162,870	162,640	167,640
Total	680,636	690,214	666,746	667,261	700,092	705,092
Number of Employees funded from GF	9.50	9.25	9.13		9.13	9.13
Number of Employees funded from Programs	2.05	2.05	2.05		2.05	2.05
Offset Revenues	(121,500)	(124,300)	(116,000)	(116,000)	(116,000)	(116,000)

COMMUNITY/YOUTH/ELDER SERVICES						
	ACTUAL FY2011	ACTUAL FY2012	BUDGET FY2013	ESTIMATE FY2013	DEPT REQUEST FY2014	FINANCE COMMITTEE BOARD OF SELECTMEN FY2014
Personal Services	1,209,857	1,210,644	1,207,365	1,226,800	1,273,316	1,273,316
Other Expenses	434,094	439,915	439,485	440,035	458,270	463,270
Total	1,643,951	1,650,559	1,646,850	1,666,835	1,731,586	1,736,586
Number of Employees funded from GF	15.50	15.25	15.13		15.13	15.13
Number of Employees funded from Programs	5.05	5.05	5.05		5.05	5.05
Offset Revenues	(671,500)	(674,300)	(652,000)	(652,000)	(659,000)	(659,000)

DEPARTMENT BUDGET HIGHLIGHTS AND DETAIL

LIBRARY						
	ACTUAL FY2011	ACTUAL FY2012	BUDGET FY2013	ESTIMATE FY2013	DEPT REQUEST FY2014	FINANCE COMMITTEE BOARD OF SELECTMEN FY2014
Personal Services	1,951,919	1,826,991	1,828,689	1,872,138	1,912,582	1,902,582
Other Expenses	575,496	593,898	603,900	603,900	620,000	620,000
Total	2,527,415	2,420,889	2,432,589	2,476,038	2,532,582	2,522,582
Number of Employees	28.7	25.6	25.6		25.6	25.6

DEPARTMENT BUDGET HIGHLIGHTS AND DETAIL

UNCLASSIFIED						
	ACTUAL FY2011	ACTUAL FY2012	BUDGET FY2013	ESTIMATE FY2013	DEPT REQUEST FY2014	FINANCE COMMITTEE BOARD OF SELECTMEN FY2014
Compensation Fund	-	135,000	500,000	500,000	-	-
Reserve Fund	-	-	200,000	200,000	200,000	200,000
Total	-	135,000	700,000	700,000	200,000	200,000

The **Compensation Fund** is a set-aside funding source for negotiated salary adjustments for Town department employees (School Department employees' salary adjustments are included in the School Department budget). Transfers from the Compensation Fund require approval of the Board of Selectmen. Once monies have been transferred to departmental budgets the amount shown is \$0. There is no appropriation to the Compensation Fund planned for FY2014.

The **Reserve Fund** is a set-aside funding source for extraordinary or unforeseen expenditures during the fiscal year. Transfers require approval of the Finance Committee. Funds transferred are shown as actual expenditures in departmental budgets. The Reserve Fund has been budgeted at \$200,000 for many years. Any funds not transferred lapse to Free Cash at the end of the fiscal year.

DEPARTMENT BUDGET HIGHLIGHTS AND DETAIL

SCHOOL DEPARTMENT						
	ACTUAL FY2011	ACTUAL 2012	BUDGET FY2013	ESTIMATE FY2013	DEPT REQUEST FY2014	FINANCE COMMITTEE BOARD OF SELECTMEN FY2014
Personal Services	48,429,608	48,905,991	52,522,838	52,522,838	57,394,709	54,733,473
Other Expenses	13,458,813	14,604,201	13,341,561	13,341,561	12,883,563	13,900,588
Total	61,888,421	63,510,192	65,864,399	65,864,399	70,278,272	68,634,061
Number of Employees	765.9	765.6	799.4	833.2	872.1	
Number of Students	6,178	6,206	6,208	6,225	6,255	

Calculation of the FY2014 School Budget Recommendation

FY2013 Approved School Budget	\$65,864,399
Additional funding added last summer due to Increase in Chapter 70	<u>500,000</u>
FY2013 Total	\$66,364,399
3.4 % increase available for FY2014 operating budgets	<u>2,269,662</u>
Total recommended as of 4/12/2013	\$68,634,061
Total originally requested by School Department	\$70,278,272
Reductions identified 4/12/2013	<u>670,490</u>
Total requested as of 4/12/2013	\$69,607,782
“Gap” as of April 12, 2013	\$973,721

The Board of Selectmen, School Committee and Finance Committee are committed to continuing to work together to develop a balanced budget to recommend to Town Meeting.

ANDOVER PUBLIC SCHOOLS



36 Bartlet Street
Andover, MA 01810
(978) 623-8501
FAX (978) 623-8505

SCHOOL COMMITTEE:
Paula Colby-Clements, Esq., Chair
Dennis F. Forgue, Vice Chair
David A. Birnbach
Richard J. Collins
Ann W. Gilbert

Marinel D. McGrath, Ed.D
Superintendent of Schools
mmcgrath@aps1.net

April 10, 2013

To the Citizens of Andover,

This has been a year of rebuilding, reenergizing and rejuvenating our school system. We were pleased to open our doors this year with all of our collective bargaining contracts settled, and we looked forward to the visit from the New England Association of Schools and Colleges (NEASC) for the purpose of evaluating and accrediting the high school. The high school community worked very hard preparing for the visit and through the NEASC process built consensus surrounding where we excel and where we can improve. We look forward to the full NEASC report.

Our budget process begins with the development of budget guidelines. The School Committee voted to approve guidelines that reflect our priorities. Those priorities include supporting the following: (1) the District's mission, value and goals, (2) the need for highly qualified staff teaching within established class size policy, (3) the ongoing refinement of curriculum, instruction and assessment principles, and (4) the need to develop and maintain educational resources, technology infrastructure, and school facilities that support student learning and meet District goals. Our budget assumptions also include meeting all contractual obligations, mandated programs, and high school accreditation standards. In addition, the requested budget ensures level services, allows us to re-organize and capture savings where possible, and make modest investments in our strategic plan. Some of the highlights include:

- Funding for ESL and Special Education services that ensures the continuation of programs for out students as they move up through the system.
- Funding for a New in-district program, "Transitions – Phase I –HS" that provides programming for emotionally vulnerable students.
- Funding for strategic plan investments in our fine arts program in the areas of band, orchestra and chorus.
- Funding for reduction of class size at Andover High School specifically for writing classes so that students can receive more individualized instruction.

The mission of the Andover Public Schools, in partnership with the community, is to provide students with the knowledge, skills, and qualities required to be successful in a diverse society.

In addition, Warrant Article 32 provides funds for a space needs study so that we can look at the possibility of increasing district capacity at the elementary level, determine the future of Shawsheen school, and develop a plan for overcrowding at Andover High School. We have been very excited by the progress of the construction of the new Bancroft school and this study will aid our planning as we anticipate its opening in the fall of 2014.

Our FY14 Recommended Budget, as presented to the Triboard on March 6th, was \$2,226,543 higher than the Town Manager's original allocation to the schools. However, at the time of this writing, the School Budget is now within \$973,721 of the Town Manager's recommended allocation. This was accomplished through ongoing budget work with the Superintendent and the Assistant Superintendent of Finance to identify sustainable savings in the amount of \$670,489 in the areas of substitute teacher costs, stipends, hiring assumptions, and savings achieved through collective bargaining agreements. Furthermore, collaborative discussions with the Tri-board have led to an adjustment of \$500,000 in the Town Managers' allocation to the schools in order to reflect the FY13 Chapter 70 money that was received from the state last summer. We have also achieved further clarity and consensus on town-wide expenses and assumptions such as health care and FY14 Chapter 70 aid to schools. As a result of these discussions, the Town Manager has increased his allocation to the schools by \$582,964.

In the weeks before Town Meeting, the School Committee intends to look at the following areas to try to close the remaining budget gap: (1) projected Circuit Breaker reimbursement, (2) budget assumptions surrounding tuition increases for out-of-district special education services, and (3) strategic plan investments. In addition, it is our hope that with cooperation of the Tri-Board we can build further clarity and consensus on the following additional budget assumptions: (1) Cost for retired teacher's health insurance (currently out to bid), (2) Chapter 70 Aid to Schools, (3) Hotel/Motel/Meals tax assumption, and (4) the PILOT Tax.

The FY14 School Budget is no different than other years in that it is the result of many thoughtful, often difficult discussions, considerations, and deliberations by all involved in the process. We thank, first and foremost, Superintendent Marinel D. McGrath and her entire Leadership Team for the time, teamwork and creativity they invested in examining every program to determine the best possible allocation of available funds. We also thank the Town Manager and his staff, as well as the members of the Board of Selectmen and Finance Committee, for their cooperation and support throughout the budget the process. Above all, we thank the community for its ongoing support of the Andover Public Schools.

Respectfully Submitted,

Paula Colby-Clements, Chair
Andover School Committee

The mission of the Andover Public Schools, in partnership with the community, is to provide students with the knowledge, skills, and quality required to be successful in a diverse society.

DEPARTMENT BUDGET HIGHLIGHTS AND DETAIL

SEWER ENTERPRISE						
	ACTUAL FY2011	ACTUAL FY2012	BUDGET FY2013	ESTIMATE FY2013	DEPT REQUEST FY2014	FINANCE COMMITTEE BOARD OF SELECTMEN FY2014
Personal Services	420,887	402,641	431,203	444,855	300,921	300,921
Other Expenses	1,763,561	1,734,065	2,124,705	1,864,705	2,125,705	1,937,500
Total	2,184,448	2,136,706	2,555,908	2,309,560	2,426,626	2,238,421
Number of Employees	6.9	6.9	6.6		4.0	4.0
Offset Revenues	-	-	-	-	-	-

WATER ENTERPRISE						
	ACTUAL FY2011	ACTUAL FY2012	BUDGET FY2013	ESTIMATE FY2013	DEPT REQUEST FY2014	FINANCE COMMITTEE BOARD OF SELECTMEN FY2014
Personal Services	1,430,589	1,489,595	1,496,505	1,591,389	1,804,485	1,804,485
Other Expenses	2,004,441	2,252,091	2,327,900	2,327,900	2,495,340	2,495,340
Total	3,435,030	3,741,686	3,824,405	3,919,289	4,299,825	4,299,825
Number of Employees	21.3	21.0	20.0		24.6	24.6
Offset Revenues	-	-	-	-	-	-

**FY2012
BUDGET**

**FY2012
ACTUAL**

**FY2013
BUDGET**

**FY2014
BUDGET**

SEWER BUDGET and RATE PROJECTION

SEWER COSTS				
SEWER DIRECT COSTS				
Personal services	416,740	400,141	431,203	300,921
Ordinary Maint.	332,500	364,711	336,500	337,500
Sewer Assessment	1,743,455	1,403,965	1,528,205	1,600,000
OPEB				0
TOTAL DIRECT COSTS	2,492,695	2,168,817	2,295,908	2,238,421
INDIRECT COSTS				
Vehicle Maint.	23,380	23,380	24,081	24,804
DPW Admin.	35,006	35,006	36,056	37,137
Gen Admin. and Fin.	65,888	65,888	67,865	69,901
Information Technology	27,044	27,044		
Maint. Admin	9,854	9,854	10,150	10,454
Motor Vehicle Ins.	18,705	18,705	19,266	19,844
Comprehensive Ins.	18,705	18,705	19,266	19,844
Workmen's Comp.	24,554	24,554	25,291	26,050
Retirement	64,820	64,820	70,005	75,605
Health Ins.	112,393	112,393	106,773	81,044
GIS	-	-	27,390	-
OPEB liability	-	-	-	-
Engineering	51,809	51,809	53,363	54,964
TOTAL INDIRECT COSTS	452,158	452,158	459,505	419,647
DEBT SERVICE				
Existing Debt	2,725,067	2,721,060	2,668,310	2,746,552
Debt Authorized Not Yet Borrowed				
New Debt-CIP (not included)				
BAN Interest	25,000	-	30,000	-
TOTAL DEBT SERVICE	2,750,067	2,721,060	2,698,310	2,746,552
TOTAL COSTS	5,694,920	5,342,035	5,453,723	5,404,620
SEWER REVENUES				
SEWER USE RATES				
Sewer User Rates	3,489,000	3,233,429	3,500,000	3,500,000
Sewer use increase				
RATE factor	104.0%	100.0%	100.0%	108.0%
PROJECTED SEWER USE COLLECTION	3,628,512	3,233,429	3,500,000	3,780,000
OTHER REVENUES				
Sewer liens	70,000	72,907	90,000	90,000
Committed interest	683,000	575,329	620,000	462,000
Interest income	5,000	4,530	5,000	5,000
Existing Sewer betterments	941,000	1,078,640	1,020,000	864,000
Misc Revenue	101,000	11,864	76,862	12,000
State rate relief grants	-	3,918	-	-
OTHER REVENUES	1,800,000	1,747,188	1,811,862	1,433,000
Transfer from Reserves	360,000	360,000	307,000	-
GRAND TOTAL REVENUES	5,788,512	5,340,617	5,618,862	5,213,000
SURPLUS/(DEFICIT)	93,592	-1,418	165,139	-191,620
% self sufficient	102%	100%	103%	96%
New rate	3.21	3.21	3.21	3.47
Old rate	3.09	3.21	3.21	3.21
Rate increase	0.12	0.00	0.00	0.26
Reserve Fund Goal = 20% Sewer Fund	1,138,984	1,068,407	1,090,745	1,080,924
Starting Balance- Reserve Fund	2,053,005	2,053,005	1,691,587	1,549,726
Inc/ Dec in Reserve Fund	(266,408)	(361,418)	(141,861)	(191,620)
Ending Balance- Reserve Fund	1,786,597	1,691,587	1,549,726	1,358,106
Over(Under) Reserve Goal		11.67%	8.42%	5.13%
Average User 11,165 CF per year	\$356.31	\$356.31	\$356.31	\$385.17
Increase				\$28.86

WATER BUDGET and RATE PROJECTION

WATER COSTS:				
WATER Direct Costs:				
Personal services	1,591,548	1,492,539	1,496,505	1,804,485
Ordinary Maint.	2,183,400	2,333,684	2,327,900	2,417,900
OPEB	-	-	-	77,440
TOTAL DIRECT COSTS	3,774,948	3,826,223	3,824,405	4,299,825
INDIRECT COSTS				
Vehicle Maint.	18,066	17,979	18,608	19,166
DPW Admin.	104,509	104,002	107,644	110,874
Gen Admin. and Fin.	196,708	195,753	202,610	208,688
Information Technology	27,044	27,044	27,044	
Maint. Admin	24,635	24,515	25,374	26,135
Motor Vehicle Ins.	5,461	5,435	5,625	5,794
Comprehensive Ins.	68,442	68,110	70,496	72,611
Workmen's Comp.	24,554	24,435	25,291	26,050
Retirement	229,817	229,817	248,199	268,055
Health Ins.	303,734	303,734	288,547	330,089
OPEB Liability	100,000	100,000	100,000	-
Engineering	84,530	84,120	87,066	89,678
TOTAL INDIRECT COSTS	1,187,501	1,184,944	1,206,503	1,157,138
DEBT SERVICE				
Existing Debt	1,165,710	1,158,379	1,111,424	1,031,617
Debt Authorized Not Yet Borrowed	-	-	-	
BANS	25,000	-	35,000	35,000
New Debt-CIP (not included)	-	-	-	
TOTAL DEBT SERVICE	1,190,710	1,158,379	1,146,424	1,066,617
GRAND TOTAL COSTS	6,153,159	6,169,546	6,177,332	6,523,580
WATER REVENUES				
WATER USE				
Water user rates (NET from prior year)	5,931,601	6,377,400	5,931,601	6,377,400
Water Use increase (assumes 1% growth/year)	-	-	-	
RATE factor	0.0%	0.0%	0.0%	102.5%
PROJECTED WATER USE COLLECTION	5,931,601	6,377,400	5,931,601	6,536,835
OTHER REVENUES				
Service line fee	51,000	52,610	51,000	51,000
Water testing fee	15,000	26,305	15,000	15,000
Final reads	14,000	23,341	14,000	14,000
Water liens	87,000	115,921	87,000	87,000
Water connection	13,000	6,290	13,000	13,000
Backflow/Cross connection fee	24,000	60,040	24,000	24,000
Meter Installations	10,000	8,550	10,000	10,000
Fire flow test	6,000	5,691	6,000	6,000
Interest income	7,000	4,295	7,000	7,000
Misc Revenue	-	16,458	13,475	13,475
Water betterments	-	-	-	-
OTHER REVENUES	229,000	364,235	240,475	240,475
TRANSFER FROM RESERVES	-	-	-	-
GRAND TOTAL REVENUES	6,160,601	6,741,635	6,172,076	6,777,310
SURPLUS/(DEFICIT)	7,442	572,089	-5,256	253,730
% Self sufficient	100%	109%	100%	104%
New rate	2.92	2.92	2.92	2.99
Old rate	2.92	2.92	2.92	2.92
Rate increase	0.00	0.00	0.00	0.07
Reserve Fund Goal = 20% Water Fund	1,230,632	1,233,909	1,235,466	1,304,716
Starting Balance- Reserve Fund	965,843	965,842	2,187,236	2,111,980
Transfer from Reserve/Articles	-	-	(70,000)	(435,000)
Inc/ Dec in Reserve Fund	7,442	1,221,394	(5,256)	253,730
Ending Balance- Reserve Fund	973,285	2,187,236	2,111,980	1,930,710
Over(Under) Reserve Goal				9.60%
Average User 11,165 CF per year			\$324.12	\$331.89
Increase				\$7.77

DEPARTMENT BUDGET HIGHLIGHTS AND DETAIL

FIXED EXPENSES						
	ACTUAL FY2011	ACTUAL FY2012	BUDGET FY2013	ESTIMATE FY2013	DEPT REQUEST FY2014	FINANCE COMMITTEE BOARD OF SELECTMEN FY2014
GR LAW TECH ASSESSMENT	484,694	444,503	455,616	399,311	314,244	314,244
DEBT SERVICE	11,816,622	11,956,480	11,585,101	11,307,459	13,035,323	13,035,323
INSURANCE EXPENSE	734,996	827,012	661,613	661,613	680,653	680,653
UNEMPLOYMENT FUND	204,000	100,000	100,000	150,000	200,000	200,000
RETIREMENT FUND	4,712,555	4,921,151	5,496,244	5,496,244	5,935,944	5,935,944
HEALTH INSURANCE FUND	13,640,000	14,355,000	13,790,500	13,790,500	14,000,000	14,000,000
OPEB FUND	-	-	300,000	300,000	325,000	325,000
Offset Revenues	-	-	-	-	(349,735)	(349,735)
TOTAL FIXED EXPENSES	31,592,867	32,604,146	32,389,074	32,105,127	34,141,429	34,141,429

Greater Lawrence Technical School Assessment

Andover's share of the cost of the Greater Lawrence Vocational Technical School.

Unemployment Fund

The Town reimburses the State for actual unemployment claims paid to ex-employees of the Town. The requested FY2014 increase is based on actual FY2013 claims.

Retirement Fund

The Town's Contributory Retirement System uses an actuarially based funding schedule to determine pension appropriations. The funding schedule must be adopted by the Retirement Board and approved by PERAC, a state agency.

Health Insurance Fund

Provides health insurance for Town and School employees and retirees with the exception of retired teachers. A 0% rate increase is forecast for FY2014. The increased appropriation is needed to cover an increase in the number of subscribers.

OPEB Fund

Local governments are required to measure and report their liabilities for Other than pension Post Employment Benefits – OPEB. The promise of health insurance coverage in retirement has long been part of the compensation communities offered to attract and retain qualified employees. Traditionally these benefits have been funded on a pay as you go basis with the costs recognized when paid. GASB 45 requires that government employers recognize the cost of future benefits when the services are rendered and report the actuarial liability of future costs in their financial statements. There is no current requirement to fund OPEB. For the last three years Andover has taken small steps toward funding OPEB. A \$325,000 appropriation is recommended for FY2014.

REVENUE AND EXPENDITURE PROJECTIONS		
4/10/13		
	REVENUES	
	FY2013	FY2014
	RECAP	PROJECTED
PROPERTY TAXES		
Prior year Tax Levy Limit	106,128,017	110,260,239
2.5% Increase	2,653,200	2,756,506
Certified New Growth	1,479,022	1,500,000
Excess Tax Levy Capacity	(715,810)	(96,000)
TOTAL	109,544,429	114,420,745
ADDITIONAL PROP 2 1/2 PROPERTY TAXES		
Debt Service Exclusion (Existing)	3,900,532	4,936,597
Debt Service Exclusion estimate (To be borrowed)	-	-
Less Adjustment from prior year	-	(55,000)
Less State Reimbursement	(1,551,447)	(1,551,447)
TOTAL	2,349,085	3,330,150
STATE AID		
Chapter 70 Education Aid	7,950,343	8,150,343
Charter Tuition/Capital Assessment Reimbursement	8,256	2,631
School Construction Reimb SBAB	1,551,447	1,551,447
Reserve for Direct Expenditures (C/S Offsets)	64,413	69,728
Veterans Benefits	74,459	71,261
Vet, Blind, Surv Spouse Exempt	44,016	44,385
State Owned land	196,254	196,406
General Municipal Aid	1,511,358	1,511,358
TOTAL	11,400,546	11,597,559
GENERAL LOCAL REVENUES		
Motor Vehicle Excise	4,500,000	4,500,000
Licenses/Permits	1,575,000	1,675,000
Penalties/Interest	400,000	400,000
Fines	420,000	420,000
General Government	290,000	290,000
Non-Recurring	-	-
Fees	100,000	100,000
Investment Income	35,000	35,000
Meals Tax	500,000	527,500
Hotel/Motel Excise	1,350,000	1,407,000
Medicaid Reimbursement	257,000	257,000
Library	13,000	13,000
Miscellaneous/In Lieu of Tax	167,500	169,175
TOTAL	9,607,500	9,793,675
OFFSET LOCAL REVENUES		
Community Services	536,000	543,000
Elder Services	116,000	116,000
Municipal Facilities	68,475	77,755
Spring Grove Cemetery	42,000	52,000
Police Off-Duty Fee	70,000	70,000
Ambulance	1,025,000	1,150,000
TOTAL	1,857,475	2,008,755
ENTERPRISE FUNDS		
Water and Sewer	11,888,674	11,928,200
TOTAL	11,888,674	11,928,200
OTHER AVAILABLE FUNDS- BUDGET		
Off-Street Parking Fund (Operating Budget)	35,000	200,000
Cable - Technology	-	349,735
CD&P Wetland fees	24,000	25,000
TOTAL	59,000	574,735
OTHER AVAILABLE FUNDS- ARTICLES		
Cemetery Perpetual Care interest income	15,000	6,000
Insurance Recovery Fund	24,694	-
Cable Lease IT	-	218,300
Water/Sewer Reserves	-	335,000
Overlay Surplus	-	80,000
Parking Meters	-	60,000
TOTAL	39,694	699,300
FREE CASH		
Other Articles	-	3,248,000
TOTAL	-	3,248,000
* GRAND TOTAL REVENUES *	146,746,403	157,601,119
INCREASE OVER PRIOR YEAR	2.00%	7.40%

<u>EXPENDITURES</u>	FY2013	FY2014
	<u>RECAP</u>	<u>PROJECTED</u>
<u>OBLIGATIONS</u>		
Retirement	5,496,244	5,935,944
Insurance/Workers Comp	661,613	680,653
Unemployment Compensation	100,000	200,000
Health insurance	13,790,500	14,000,000
Retired Teachers Health Insurance Assessment	1,954,609	2,235,835
Other State Assessments	527,831	567,680
Overlay	985,564	879,761
OPEB	300,000	325,000
GLTHS	455,616	314,244
Water and Sewer Operating Budget	6,380,313	6,538,246
Water/Sewer OPEB liability	-	-
Reserve for Direct Expenditures	64,413	69,728
Other Local Expenditures (Deficits to be Raised)	<u>140,921</u>	<u>-</u>
	TOTAL	31,747,091
		2.88%
<u>DEBT SERVICE</u>		
Existing Non-Exempt General Fund Debt	3,648,562	3,715,823
Appropriated/Not Borrowed Non- Exempt General Fund	-	35,000
New General Fund CIP PROJECTS	-	-
Cable Funds - Technology	-	349,735
BAN Interest non-exempt	80,000	80,000
General Fund Bond Issue Expense	105,000	105,000
Existing Water and Sewer Debt	3,786,008	3,778,168
Appropriated/Not Borrowed Water and Sewer debt	-	-
New Water and Sewer CIP PROJECTS	-	-
Water and sewer BAN interest/bond expense	65,000	35,000
New Exempt Debt	-	-
Existing Exempt Debt - School and Public Safety Center	<u>3,900,532</u>	<u>4,936,597</u>
	TOTAL	13,035,323
<u>Capital Projects Fund from taxation</u>		
Capital Projects Fund from taxation	<u>2,020,000</u>	<u>2,280,000</u>
	TOTAL	2,280,000
<u>OFFSET/AVAILABLE FUNDS EXPENDITURES</u>		
Offset Local Revenues	1,857,475	2,008,755
Water/Sewer GIS Salary	-	-
Other Available Funds- Budget	<u>59,000</u>	<u>574,735</u>
	TOTAL	2,583,490
<u>ARTICLES</u>		
Articles from free cash	-	3,248,000
Articles from Water/Sewer reserves	54,780	335,000
Articles from taxation	256,000	129,000
Other Available Funds	<u>39,694</u>	<u>364,300</u>
	TOTAL	4,076,300
* TOTAL DEDUCTIONS *	46,729,675	53,722,204
BAL. FOR TOWN & SCHOOL OPERATING BUDGETS	100,016,728	103,878,915
\$ INCREASE FOR TOWN & SCHOOL OPERATING BUDGETS	2,349,376	3,862,186
% INCREASE OVER PRIOR YEAR	3.58%	3.86%
	146,746,403	157,601,119

FY2014 CAPITAL PROJECTS FUND APPROPRIATION

ARTICLE 5. To see if the Town will vote to raise by taxation and appropriate the sum of \$2,280,000 for the purpose of funding the Fiscal Year 2014 appropriation for the Capital Projects Fund, or take any other action related thereto.

~~~~~

Historically, the Capital Projects Fund was voted as part of the Plant and Facilities departmental budget. While it is still considered to be part of the FY2014 operating budget, the Capital Projects Fund is now voted in a separate warrant article. The Town’s auditors have recommended this approach so that any balance in the fund at the end of a fiscal year can be carried forward to finish projects not completed by year-end. The use of a separate warrant article will also make it easier to track projects and spending. The appropriation is from taxation. During the course of the year, these projects may change as a result of costs and priorities.

### FY2014 CAPITAL PROJECTS FUND RECOMMENDED BY TOWN MANAGER

| <u>Project Item</u>                   | <u>Amount</u>      |
|---------------------------------------|--------------------|
| Pomps Pond Improvements               | \$21,100           |
| Minor Sidewalk Repairs                | \$100,000          |
| Highway Vehicles                      | \$60,000           |
| MUNIS Financial Software Improvements | \$70,000           |
| Fire-Rescue Vehicle Replacement       | \$47,000           |
| West Fire Station Repairs             | \$50,000           |
| Thermal Imaging Cameras               | \$45,000           |
| Library Renovations                   | \$45,000           |
| Town Projects – Buildings             | \$329,400          |
| Town Projects – Mechanical/Electrical | \$100,000          |
| Town Vehicles                         | \$160,000          |
| Police Vehicle Replacement            | \$180,000          |
| Police Equipment                      | \$35,500           |
| School Capital Projects               | \$1,003,000        |
| <b>Total Capital Projects Fund</b>    | <b>\$2,280,000</b> |

~~~~~

The BOARD OF SELECTMEN recommends approval. YES

The FINANCE COMMITTEE recommends approval. NO

The SCHOOL COMMITTEE recommends approval.

On request of the Town Manager

BUDGET TRANSFERS

ARTICLE 6. To see if the Town will vote to transfer from amounts previously appropriated at the 2012 Annual Town Meeting as authorized by MGL Chapter 44, Section 33B, or take any other action related thereto.

~~~~~

This article authorizes the transfer of funds appropriated by the 2012 Town Meetings from certain departmental budgets with projected surpluses to other departments to cover costs not anticipated in preparation of the FY2013 Budget. A specific list of transfers will be presented to Town Meeting.

~~~~~

The BOARD OF SELECTMEN will make its recommendation at Town Meeting. YES__

The FINANCE COMMITTEE will make its recommendation at Town Meeting. NO__

On request of the Town Manager as recommended by the Finance Director

SUPPLEMENTAL BUDGET APPROPRIATIONS

ARTICLE 7. To see if the Town will vote to transfer from available funds a sum of money to supplement appropriations voted at the April 2012 Annual Town Meeting, or take any other action related thereto.

~~~~~

A specific list of supplemental appropriations will be presented to Town Meeting.

~~~~~

The BOARD OF SELECTMEN will make its recommendation at Town Meeting. YES__

The FINANCE COMMITTEE will make its recommendation at Town Meeting. NO__

On request of the Town Manager as recommended by the Finance Director

FREE CASH

Free Cash is the term used for a community's funds that are available for appropriations. Free cash is generated when actual revenue collections are in excess of estimates, when expenditures are less than appropriations, or both. Free Cash must be certified by the Director of the Bureau of Accounts as of July 1 of each fiscal year upon submission of a community's balance sheet and cannot be appropriated until certified. Once Free Cash is certified, it is available for appropriation at the Annual or any Special Town Meeting. Free Cash may be used for any lawful municipal purpose and provides communities with the flexibility to fund additional appropriations after the tax rate has been set. Free cash balances do not necessarily carry over to the next July 1; the Director's certification expires on June 30 at the end of the fiscal year. Factors that affect Free Cash are: actual revenues and expenditures versus amounts budgeted as stated above; the amount of collections of property taxes (the less you collect, the less Free Cash you have); the amount appropriated in the previous year and deficits in the general fund and/or other funds.

The Free Cash balance is an important indicator of whether a town is living within its means. **A declining balance means that the Town is spending more on an annual basis than it is collecting in revenues.** Andover's policy is to maintain the combined balance of Free Cash and Stabilization Fund at 3% - 7% of General Fund revenues. Free Cash provides a reserve which can be tapped in case of emergency and provides enough cash in the bank to meet payrolls and pay the bills without having to borrow in anticipation of taxes. The 3% - 7% goal is a widely accepted measure of good financial standing and a factor in Andover's bond rating.

The Finance Committee bases its recommendations about the use of Free Cash on actual revenue collections and expenditure levels for the current fiscal year - whether projected surpluses could be counted on to replenish Free Cash to the desired level. The unexpected reduction in the Free Cash balance from the amount remaining after the 2004 Town Meeting to the amount certified as available for spending in 2005 was due to a timing issue in the reporting of an expenditure in FY2004 with the associated revenue not being recorded until FY2005. The amount shown as "spent" by Town Meeting in 2007 includes the transfer of \$2,000,000 to the Stabilization Fund.

FREE CASH HISTORY

<u>Year</u>	<u>Certified Free Cash Going Into Annual Town Meeting</u>	<u>Free Cash % of Budget</u>	<u>Amount Spent By Town Meeting</u>	<u>Amount Remaining After Town Meeting</u>
2002	3,767,004	4.0%	2,923,476	843,528
2003	3,340,240	3.5%	2,855,082	485,158
2004	4,413,574	4.5%	1,316,648	3,096,926
2005	2,188,732	2.1%	1,305,000	883,732
2006	3,013,073	2.5%	2,287,000	726,073
2007	5,432,796	4.4%	3,532,368	1,900,428
2008	2,333,996	1.9%	1,495,000	838,996
2009	2,221,828	1.8%	334,000	1,887,828
2010	1,602,874	1.3%	1,123,500	479,374
2011	1,609,894	1.2%	992,000	617,894
2012	1,239,055	0.9%	0	1,239,055
2013	4,073,271	2.8%		

FREE CASH and FUND BALANCES

<u>FISCAL YEAR (as of)</u>	<u>GENERAL FUND FREE CASH</u>	<u>WATER FUND BALANCE</u>	<u>SEWER FUND BALANCE</u>	<u>STABILIZATION FUND</u>	<u>OPEB FUND</u>
July 1, 2012	4,073,271	2,149,845	1,692,790	5,012,602	1,006,248
July 1, 2011	1,239,055	965,843	2,029,895	4,599,359	704,009
July 1, 2010	1,609,894	352,776	2,768,684	4,433,140	258,120
July 1, 2009	1,602,874	(35,586)	2,745,649	4,279,570	-
July 1, 2008	2,221,828	1,162,084	351,713	4,084,109	-
July 1, 2007	2,333,996	1,738,847	663,474	3,041,519	-
July 1, 2006	5,432,796	2,561,084	212,573	993,076	-
July 1, 2005	3,013,073	2,773,009	(461,755)	475,508	-
July 1, 2004	2,188,732	3,761,283	169,588	458,853	-
July 1, 2003	4,413,574	4,339,209	994,912	435,772	-
July 1, 2002	3,340,240	3,714,489	814,025	997,441	-
July 1, 2001	3,767,004	3,463,714	1,221,279	880,105	-
July 1, 2000	3,829,325	3,648,615	1,125,977	782,412	-

NOTES

July 1, 2008 Stabilization Fund increased by \$913,953 transfer from PA Gift Account.

July 1, 2006 Free Cash included NESWC return of \$3,810,286.

July 1, 2007 Stabilization Fund increased by \$2,000,000 transfer from Free Cash.

July 1, 2006 Stabilization Fund increased by \$500,000 transfer from Free Cash.

July 1, 2003 Stabilization Fund reduced by \$600,000 for FY2003 Budget.

OPEB Fund established by April, 2010 Annual Town Meeting.

Free Cash and Stabilization Fund as a % of General Fund Revenues

	<u>Free Cash</u>	<u>Stabilization Fund</u>	<u>Total</u>	<u>General Fund Revenues</u>	<u>Reserves as a % of Revenues</u>
July 1, 2012	4,073,000	5,013,000	9,086,000	144,454,000	6.3%
July 1, 2011	1,239,000	4,599,000	5,838,000	137,195,000	4.3%
July 1, 2010	1,610,000	4,433,000	6,043,000	133,365,000	4.5%
July 1, 2009	1,603,000	4,498,000	6,101,000	129,356,000	4.7%
July 1, 2008	2,222,000	4,167,000	6,389,000	126,804,000	5.0%
July 1, 2007	2,334,000	3,042,000	5,376,000	121,432,000	4.4%
July 1, 2006	5,433,000	993,000	6,426,000	118,356,000	5.4%
July 1, 2005	3,103,000	476,000	3,579,000	123,092,000	2.9%
July 1, 2004	2,189,000	459,000	2,648,000	103,008,000	2.6%
July 1, 2003	4,414,000	436,000	4,850,000	101,636,000	4.8%

Andover's policy is to maintain the combined balance of Free Cash and the Stabilization Fund at 3% - 7% of General Fund Revenues.

UNEXPENDED APPROPRIATIONS

ARTICLE 10. To see what disposition shall be made of unexpended appropriations and free cash in the treasury, or take any other action related thereto.

~~~~~

Unexpended balances in Special Article accounts are carried forward from year to year as contrasted with the budget account balances that are usually lapsed at the end of the fiscal year into Free Cash. When the purpose for which a Special Article appropriation was made has been accomplished, the balance remains in the account until it is either re-appropriated or lapsed into surplus revenue. In either case, a specific vote of the Town Meeting is required. The motion will list specific transfers.

~~~~~

The BOARD OF SELECTMEN will make its recommendation at Town Meeting. YES__

The FINANCE COMMITTEE will make its recommendation at Town Meeting. NO__

On request of the Town Manager as recommended by the Finance Director

GENERAL HOUSEKEEPING ARTICLES

ARTICLE 11. To see if the Town will vote the following consent articles, or take any other action related thereto:

~~~~~

These articles are general housekeeping articles that Town Meeting is asked to approve every year by law and are routinely voted without discussion. If Town Meeting approves these in a group vote, it will cut down on the number of votes required at Town Meeting. The Town Moderator will ask the Town Meeting voters if anyone would like to hold on a specific article and, if so, that article will be held out for discussion and a separate vote will be taken. Otherwise, there will be a single vote for 10A – 10G. There will be a separate motion for 10H because it requires a 2/3 vote.

~~~~~

GRANT PROGRAM AUTHORIZATION

11A. To see if the Town will vote to authorize the Board of Selectmen and/or the Town Manager to apply for, accept and enter into contracts from time to time for the expenditure of any funds allotted to Andover by the Commonwealth of Massachusetts or the U. S. Government under any State or Federal grant program, or take any other action related thereto.

~~~~~

This article authorizes Town Officials to apply for and to accept Federal or State grants requiring Town Meeting approval that might become available during the coming fiscal year. Without Town Meeting authorization, these grants could be lost or jeopardized due to the delay resulting from either having to call a special Town Meeting or wait for the next Annual Town Meeting for approval.

~~~~~

The BOARD OF SELECTMEN recommends approval. YES__

The FINANCE COMMITTEE recommends approval. NO__

ROAD CONTRACTS

11B. To see if the Town will vote to authorize the Town Manager to enter into a contract with the Massachusetts Highway Department Commissioners or the Federal Government for the construction and maintenance of public highways in the Town of Andover for the ensuing year, or take any other action related thereto.

The BOARD OF SELECTMEN recommends approval. YES__

The FINANCE COMMITTEE recommends approval. NO__

On request of the Town Manager

TOWN REPORT

11C. To act upon the report of the Town officers or take any other action related thereto.

~~~~~

This article refers to the Annual Town Report prepared by the Town Manager. As the result of a bylaw passed by the 1984 Annual Town Meeting, a summary of the 2012 Annual Report has been included at the end of the Finance Committee Report.

~~~~~

The BOARD OF SELECTMEN recommends approval. YES__

NO__

On request of the Town Manager

PROPERTY TAX EXEMPTIONS

11D. To see if the Town will vote to accept the provisions of Section 4, Chapter 73 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988 to allow an additional property tax exemption for Fiscal Year 2014 for those persons who qualify for property tax exemptions under Massachusetts General Laws Chapter 59, Section 5, or take any other action related thereto.

~~~~~

Annually, Town Meeting has voted to adopt a state law providing for property tax exemptions for older citizens, surviving spouses, minor children of deceased parents, or the blind who meet specific income eligibility and/or medical requirements. This article would allow these exemptions to be increased, under certain conditions, to provide some protection from large increases in property taxes.

~~~~~

The BOARD OF SELECTMEN recommends approval. YES__

The FINANCE COMMITTEE recommends approval. NO__

On request of the Board of Assessors

CONTRACTS IN EXCESS OF THREE YEARS

11E. To see if the Town will vote in accordance with the provisions of Massachusetts General Laws Chapter 30B, Section 12(b), to authorize the Town Manager or the Superintendent of Schools to solicit and award contracts for terms exceeding three years but no greater than five 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 Board of Selectmen or the School Committee, as appropriate, or take any other action related thereto.

~~~~~

Contracts for goods and services, which are entered into under the provisions of G.L. Ch.30B (The Uniform Procurement Act) cannot exceed three years unless authorized by Town Meeting. If an opportunity arises for a longer-term contract which is in the best interest of the Town, the opportunity may be lost if the Town has to wait until the next Town Meeting for approval of the contract. This article would authorize such contracts upon approval of the appropriate elected body.

~~~~~

The BOARD OF SELECTMEN recommends approval. YES

The FINANCE COMMITTEE recommends approval. NO

On request of the Town Manager

ACCEPTING EASEMENTS

11F. To see if the Town will vote to authorize the Board of Selectmen and the School Committee to accept grants of easements for streets, water, drainage, sewer and utility purposes or any public purpose on terms and conditions the Board and the Committee deem in the best interests of the Town, or take any other action related thereto.

The BOARD OF SELECTMEN recommends approval. YES

The FINANCE COMMITTEE recommends approval. NO

On request of the Town Manager

RESCINDING BOND AUTHORIZATIONS

11G. To see if the Town will vote to rescind unissued bond authorizations from prior Town Meetings, or take any other action related thereto.

~~~~~

Sometimes, when financing plans are completed, it becomes evident that the Town has authorized more borrowing than will be needed for a project, and the authorization to borrow the additional funds can be rescinded. Borrowed balances can only be used for similar purposes with Town Meeting approval. Two bond authorizations are to be rescinded - Article 55 of 2010 Conservation \$260,000 because a grant was received to offset the cost and Article 33 of 2012 DPW Vehicles \$300,000 because other funds were available due to a mild winter.

~~~~~

Requires a 2/3 vote

The FINANCE COMMITTEE recommends approval. YES

NO

GRANTING EASEMENTS

ARTICLE 12. To see if the Town will vote to authorize the Board of Selectmen and the School Committee to grant easements for water, drainage, sewer and utility purposes or any public purpose on terms and conditions the Board and the Committee deem in the best interests of the Town, or take any other action related thereto.

Requires a 2/3 vote

The BOARD OF SELECTMEN recommends approval. YES

The FINANCE COMMITTEE recommends approval. NO

On request of the Town Manager

UNPAID BILLS

ARTICLE 13. To see if the Town will vote to transfer from available funds a sum of money to pay unpaid bills for which obligation was incurred in prior fiscal years, or take any other action related thereto.

~~~~~

In order for a bill to be paid in the normal course of events, it must be submitted during the fiscal year in which the Town obligation was incurred or shortly thereafter. If a vendor fails to follow this procedure the bill must be presented to a Town Meeting for its approval before payment. A four-fifth's majority vote is required for the bill to be paid.

~~~~~

Requires a 4/5 vote

The BOARD OF SELECTMEN will make its recommendation at Town Meeting. YES

The FINANCE COMMITTEE will make its recommendation at Town Meeting. NO

On request of the Town Accountant

CHAPTER 90 AUTHORIZATIONS

ARTICLE 14. To see if the Town will vote to authorize the Town to acquire any necessary easements by gift, by purchase or by right of eminent domain for Chapter 90 Highway Construction or any other federal or state aid program for road or sidewalk improvements, or take any other action related thereto.

Requires a 2/3 vote

The BOARD OF SELECTMEN recommends approval. YES

The FINANCE COMMITTEE recommends approval. NO

On request of the Town Manager

REVOLVING ACCOUNTS

ARTICLE 15. To see if the Town will vote to authorize the following revolving funds for certain Town departments under Massachusetts General Laws, Chapter 44, Section 53E½ for the fiscal year beginning July 1, 2013, or take any other action related thereto:

Revolving Fund	Authorized to Spend	Use of Fund	Revenue Source	FY - 2014 Expenditure Limit
A. Community Development & Planning Department	Division Heads	Advertising legal hearing notice expenses for permit applications	Applicant Fees	\$15,000
B. Memorial Hall Library-Lost/Damaged Materials	MHL Director	Replacement of lost/damaged library materials	Restitution payments/charges to borrower or patron	\$20,000
C. Health Clinic	Public Health Director	Clinic supplies and other expenses	Clinic participant fees	\$40,000
D. Division of Community Services	Community Services Director	Trips, ticket sales and special programs and activities	Participant fees	\$625,000
E. Division of Youth Services	Youth Services Director	All programs and activities expenses	Participant fees	\$400,000
F. Field Maintenance	Plant and Facilities Director	Field maintenance, upgrade and related expenses	Field rental fees	\$100,000
G. Division of Elder Services	Elder Services Director	Senior programs, classes and activities	Participant fees	\$225,000
H. Police Communications	Chief of Police	Maintenance and purchase of public safety radio and antennae equipment	Lease agreements for antenna users	\$50,000
I. School Photocopy Fees	School Dept.	Photocopy Center Costs	External Private Groups	\$10,000
J. Compost Program	Plant & Facilities Director	Offset Compost Monitoring and Cleanup Expenses	Permit fees, revenues from sale of compost	\$60,000
K. Solid Waste	DPW Director	Offset Trash & Recycling Costs	CRT, HHW & Trash fees	\$40,000
L. Stormwater Management	Planning Director	Consulting and Environmental Monitoring of Stormwater Management Applications and Permits	Applicant	\$5,000
M. Fire Rescue	Fire Chief	Training and Equipment	Service Fees	\$100,000

Town of Andover
FY 2012 Revolving Accounts
(M.G.L. CH. 44, § 53 E1/2)
As of 12/31/2012

	CD & P Legal Notices Acct 5550	CD & P Health Services Clinics Acct 5557	DCS Special Services Acct 5552	Youth Services Acct 5553	P & F Field Maintenance Acct 5622	Elder Services Acct 5554	Police Antenna Uses Acct 5653	Library Audio/ Visual Acct 5561	Library Lost/Damaged Materials Acct 5631	P & F Compost Program Acct 5666	School Photocopy Fees Acct 4510	DPW Solid Waste Fees Acct 5667	CD & P Stormwater Management Acct 5668	Fire Emergency Billing Acct 5669
Balance 6/30/2011	206	25,153	314,926	28,659	52,401	167,505	30,309	8,337	10,500	49,071	786	32,944	0	27,445
FY 2012 Receipts	15,377	56,726	450,970	379,339	80,810	150,076	3,402	2,580	5,226	20,706	5,015	3,418	0	49,832
FY 2012 Expenditures	1,440	36,749	428,613	303,840	64,066	195,179	0	10,917	3,981	7,344	0	3,134	0	6,617
Balance thru 6/30/2012	14,143	45,129	337,284	104,158	69,145	122,402	33,711	0	11,745	62,433	5,801	33,228	0	70,660
54 Receipts thru 12/30/2012	5,340	6,665	150,273	70,725	31,318	81,475	1,803	0	4,266	4,983	1,677	0	0	12,002
Expenditures thru 12/30/2012	8,127	35,308	316,761	100,570	61,668	69,829	0	0	2,464	24,612	0	9,648	0	0
Balance thru 11/30/2012	11,356	16,486	170,795	74,313	38,795	134,048	35,514	0	13,547	42,804	7,477	23,580	0	82,661

Spending Authorization Art. 15 - TM 2012	\$15,000	\$40,000	\$625,000	\$400,000	\$100,000	\$200,000	\$50,000	\$0	\$20,000	\$60,000	\$10,000	\$40,000	\$5,000	\$100,000
Y-T-D % Spent	54.18%	88.27%	50.68%	25.14%	61.67%	34.91%	0.00%	0.00%	12.32%	41.02%	0.00%	24.12%	0.00%	0.00%

~~~~~

The Town Moderator will ask Town Meeting voters if anyone would like to be heard on a specific revolving fund. If so, that fund will be held out for discussion and a separate vote will be taken. A revolving account allows user fees and donations collected by a specific department to be used for expenses related to that department without a specific appropriation by Town Meeting. For example, activity fees collected from participants in Community Services programs are used for tickets, related trip expenses and other program costs. State law requires that Town Meeting vote annually on this type of revolving account setting a dollar limit and specifying who is authorized to make expenditures. In any fiscal year the limit on the amount that may be spent can be increased with the approval of both the Board of Selectmen and Finance Committee. Based on actual use the expenditure limit has been increased for the Division of Elder Services.

~~~~~

The BOARD OF SELECTMEN recommends approval. YES

The FINANCE COMMITTEE recommends approval. NO

On request of the Finance Director

ANDOVER YOUTH CENTER TRANSFER OF LAND

ARTICLE 16. To see if the Town will vote (1) to transfer the care, custody, control and management of a parcel of land containing approximately 4,900 square feet, more or less, shown as Area "A" on a plan entitled "Andover Youth Center, Parcel Area Layout Plan, Scale 1" = 40'," dated January 3, 2013, drawn by Huntress Associates, Inc., said plan being on file in the office of the Town Clerk, from the School Committee to the Board of Selectmen for municipal purposes, with said Area "A" to be added to Area "B" as shown on said Plan, and if a Youth Center is not built on said property, then the land shall revert back to the School Committee, and (2) to transfer the care, custody, control and management of a parcel of land containing approximately 4,900 square feet, more or less, shown as Area "C" on said Plan from the Board of Selectmen back to the School Committee, with Area "B" and Area "C" being the same land transferred to the care, custody, control and management of the Board of Selectmen by votes on Article 24 of the 2007 Annual Town Meeting and Article 4 of the December 5, 2011 Special Town Meeting, or take any other action related thereto.

~~~~~

This two part Article relocates the building envelope for the new Youth Center proposed behind the Doherty Middle School by shifting the proposed location 35' north. The shifting is required to keep the new building outside of the 50' wetland buffer zone, as required by the Andover Conservation Commission.

~~~~~

Requires a 2/3 vote

The BOARD OF SELECTMEN recommends approval. YES

The SCHOOL COMMITTEE recommends approval. NO

On request of the Youth Center Building Committee

BALLARDALE FIRE STATION RESTORATION

ARTICLE 17. To see if the Town will vote to raise by taxation, borrowing or transfer from available funds or by any combination and appropriate the sum of \$500,000 for the purpose of repairing, rehabilitating and otherwise restoring the BallardVale Fire Station, or take any other action related thereto.

The following explanation was submitted by the petitioner:

Built in 1891, the Ballardvale Fire Station has withstood the ravages of time while serving Andover and surrounding areas for more than a century. Its complement of firefighters – from volunteers to professionals - and its apparatus have NEVER failed to respond successfully to calls for fire protection and rescue services in its assigned areas including those well beyond “The Vale”. There is no reason to believe that this remarkable record cannot and will not continue. Nevertheless, the station is in need of and deserves serious and long overdue attention to its physical condition.

Funds requested in this article would be used to improve and extend the useful life of the building and to preserve it as a significant part of the rich history of the Town of Andover. It would also allow further timely defining, discussing and/or resolving such problems or matters at the intersection of Andover Street and Clark Road; the necessity of a specially-built pumper; possible building modification to accommodate an ambulance; and increased and more suitable living space for firefighters.

Relocation of the Ballardvale Fire Station to a more distant site from its present location, aside from requiring a new building costing as much as \$6 to \$10 million, would increase the risk of loss to lives and property to a significant large number of home and business owners including two of Andover’s major industries – Gillette and Wyeth-Pharma – because of an increase in response time. Response time is also especially important to the safety of older structures in Ballardvale Historic District.

Requires a 2/3 vote

Financial Impact of Article 17

Approval

Town borrows \$500,000 to be repaid over 15 years.
No increase in FY2014 property tax bill.
Peak year of debt service in FY2016 would require appropriation of \$48,000.
Would account for approximately \$3 of the FY2016 average residential property tax bill.

Disapproval

No change in FY2014 tax bill.
Money not needed in debt service in future years would be available within Proposition 2½ for other Town/School needs.

The BOARD OF SELECTMEN recommends disapproval.

YES ___

The FINANCE COMMITTEE recommends disapproval.

NO ___

On petition of Richard J. Bowen and others

SCHOOL SITE IMPROVEMENTS

ARTICLE 18. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination and appropriate the sum of \$3,200,000 for the purpose of paying costs of making various school site safety, circulation and infrastructure improvements, and for the payment of all other costs incidental and related thereto, or take any other action related thereto.

~~~~~

This article will authorize funding for site improvements to the Doherty Middle School. This is the second year of a multi-year school site improvement master plan to replace pavement, sidewalks and catch basins. Other improvements include updating the drainage to meet current environmental regulations, updating traffic flow so that school buses and cars are separated, complying with ADA standards. The improvements to the West Middle School were completed in the summer of 2012. The Doherty Improvement Site Plan specifically includes replacing all pavement, sidewalks, and drainage, implementing a Stormwater Management Plan to meet current regulatory requirements, creating a separate driveway and drop off for the buses from the automobile traffic, and creating a handicap compliant entrance. The Doherty School is the only school that is not ADA compliant. This plan also creates 33 additional parking spaces. The construction is being planned this summer to coordinate with the Youth Center Building construction

~~~~~

Requires a 2/3 vote

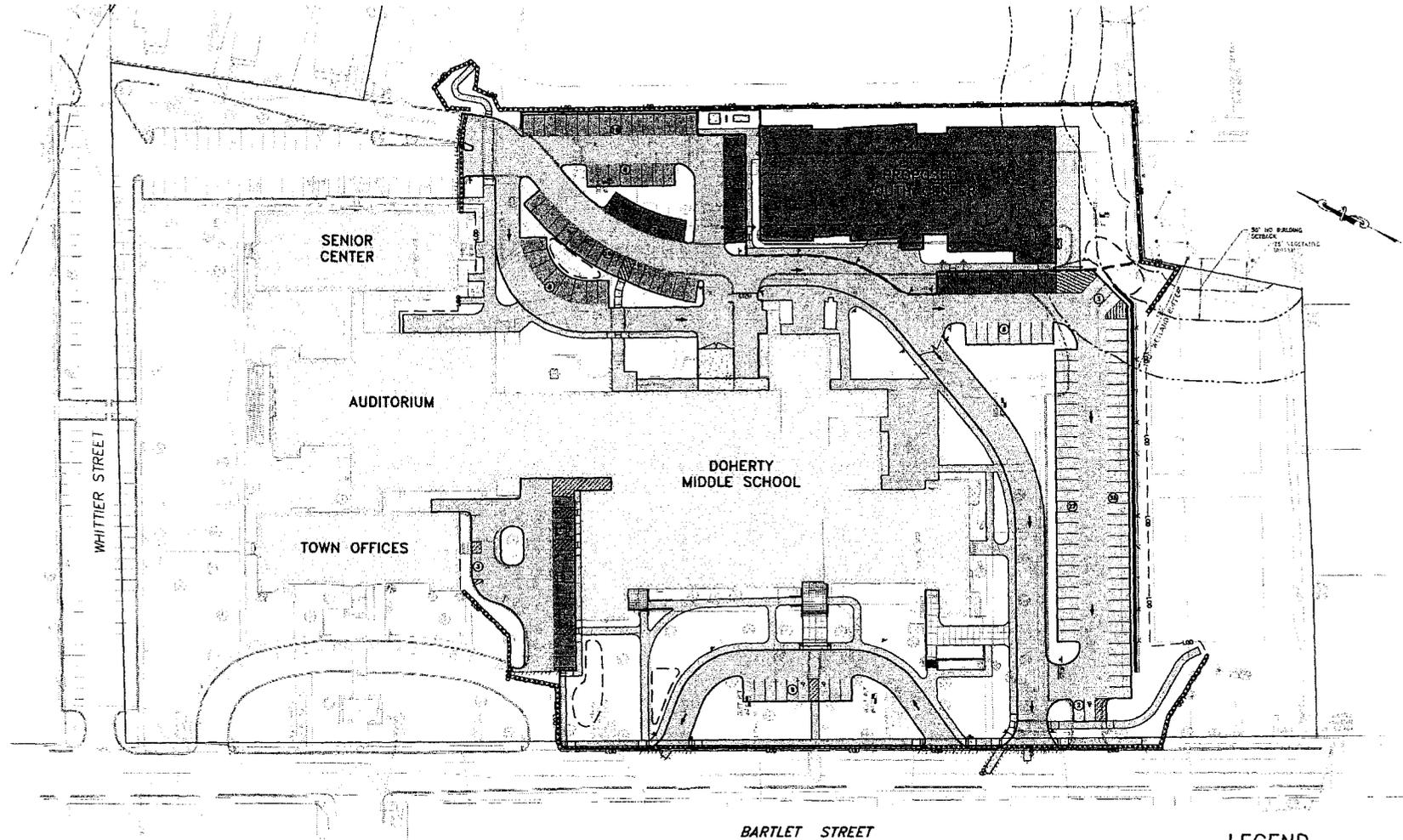
Financial Impact of Article 18	
<p><u>Approval</u> Town borrows \$2,500,000 to be repaid over 20 years. No increase in FY2014 property tax bill. Peak year of debt service in FY2016 would require appropriation of \$198,200. Would account for approximately \$14 of the FY2016 average residential property tax bill.</p>	<p><u>Disapproval</u> No change in FY2014 tax bill. Money not needed in debt service in future years would be available within Proposition 2½ for other Town/School needs.</p>

The BOARD OF SELECTMEN recommends approval. YES

The FINANCE COMMITTEE will make its recommendation at Town Meeting. NO

The SCHOOL COMMITTEE recommends approval.

On request of the Acting Plant and Facilities Department Director



LEGEND

SCHOOL ADMINISTRATION PARKING		7 SPACES
DOHERTY MIDDLE SCHOOL PARKING		84 SPACES
SENIOR CENTER PARKING		48 SPACES
TOWN OFFICES AND DOHERTY AUDITORIUM PARKING		13 SPACES
YOUTH CENTER PARKING		19 SPACES



*Doherty Middle School Parking Layout
Andover, Massachusetts February 2013*

SUPPORT FOR CIVIC EVENTS

ARTICLE 19. To see if the Town will vote to appropriate and raise by taxation or transfer from available funds a sum not to exceed \$4,000 for the purpose of paying a portion of the municipal costs associated with civic events in the downtown, or take any other action related thereto.

~~~~~

This warrant article will provide \$4,000 to pay for overtime costs incurred by Town departments during civic events such as Andover Days, when Main Street and associated side streets must be closed.

~~~~~

Financial Impact of Article 19	
<u>Approval</u> \$4,000 from taxation. Included in projected FY2014 tax bill.	<u>Disapproval</u> Increases excess levy capacity by \$4,000. Reduces projected FY2014 tax bill by less than \$1.

The BOARD OF SELECTMEN recommends approval. YES

The FINANCE COMMITTEE recommends approval. NO

On request of the Town Manager

ELDERLY/DISABLED TRANSPORTATION PROGRAM

ARTICLE 20. To see if the Town will vote to appropriate and raise by taxation a sum not to exceed \$8,000 for the purpose of continuing to provide for an elderly and disabled transportation subsidy program, or take any other action related thereto.

~~~~~

The Town provides certain transportation subsidies for our elderly citizens. These subsidies currently allow seniors 60 years of age and older and disabled persons to ride free on the MVRTA shuttle bus, and also provides transportation through a “call and ride” program called EZ-Trans. This article will continue to provide critical transportation benefits to our senior and disabled residents.

~~~~~

Financial Impact of Article 20	
<u>Approval</u> \$8,000 from taxation. Included in projected FY2014 tax bill.	<u>Disapproval</u> Increases excess levy capacity by \$8,000. Reduces projected FY2014 tax bill by less than \$1.

The BOARD OF SELECTMEN recommends approval. YES

The FINANCE COMMITTEE recommends approval. NO

On request of the Council on Aging

JERRY SILVERMAN FIREWORKS

ARTICLE 21. To see if the Town will vote to appropriate and raise by taxation or available funds the amount of \$14,000 for the Jerry Silverman Fireworks Program as part of the Fourth of July festivities, or take any other action related thereto.

~~~~~

The sum of \$14,000 is requested as the Town's contribution for the fireworks celebration on the evening of July 3<sup>rd</sup>. The fireworks are named in honor of Jerry Silverman who, for over fifty years, took it upon himself to raise the funds necessary for the Town's annual fireworks celebration from both private and public sources.

~~~~~

Financial Impact of Article 21	
<u>Approval</u> \$14,000 from taxation. Included in projected FY2014 tax bill.	<u>Disapproval</u> Increases excess levy capacity by \$14,000. Reduces projected FY2014 tax bill by \$1.

The BOARD OF SELECTMEN recommends approval. YES

The FINANCE COMMITTEE recommends approval. NO

On request of the Town Manager

MONUMENT – DEYERMOND SPORTS COMPLEX

ARTICLE 22. To see if the Town will vote to raise by taxation transfer by available funds, borrowing, or by any combination thereof and appropriate the sum of \$25,000 for the purpose of designing, constructing and installing a monument that memorializes the dedication and naming of the Deyermund Sports Complex, or take any other action related thereto.

~~~~~

Previous Town Meetings approved the acquisition of property on Blanchard Street and the development of playing fields at that location. These playing fields are now the "Deyermund Sports Complex". As such, the former Deyermund Field on Chandler Road is closing. This article authorizes funding to create an appropriate monument for Andover resident Warren "Buster" Deyermund who was killed in action on July 14, 1969. The "Deyermund Sports Complex" is named after Warren - a son, brother, resident, student and athlete from Andover. He was Andover's last casualty of the Vietnam War.

~~~~~

Financial Impact of Article 22	
<u>Approval</u> \$25,000 from taxation. Included in projected FY2014 tax bill.	<u>Disapproval</u> Increases excess levy capacity by \$25,000. Reduces projected FY2014 tax bill by \$2.

The BOARD OF SELECTMEN recommends approval. YES ___

The FINANCE COMMITTEE recommends approval. NO ___

On request of the Veterans Services Director

COLA INCREASE FOR RETIREES

ARTICLE 23. To see if the Town will vote to accept the provisions of Chapter 188, Section 19, of the Acts of 2010 increasing the cost of living allowance base from \$12,000. to \$14,000.

~~~~~

Currently, retirees from the Town of Andover are eligible to get a cost of living allowance (COLA) increase of up to 3% on the first \$12,000 of their pension, with a maximum of \$30 per month. Approval of this article would increase the base to \$14,000, increasing the maximum COLA to \$35 per month (\$5 per month for each retiree). The 3% COLA for \$30 per month is already built in to the funding schedule. Incorporation of the proposed increase in the funding schedule would add approximately \$161,000 to the annual retirement appropriation.

~~~~~

The BOARD OF SELECTMEN recommends disapproval. YES ___

The FINANCE COMMITTEE recommends disapproval. NO ___

On request of the Andover Contributory Retirement Board

DPW VEHICLES

ARTICLE 24. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination and appropriate the sum of \$300,000 for the purpose of purchasing Public Works vehicles, or to take any other action related thereto.

~~~~~

The DPW currently has a number of aging vehicles that have been postponed for replacement since FY 2008. The Highway Division working with the Vehicle Maintenance Division will review the status of postponed vehicles and determine the best use of the \$150,000 appropriation.

~~~~~

Financial Impact of Article 24	
<u>Approval</u>	<u>Disapproval</u>
Reduces Free Cash balance by \$150,000.	\$150,000 available for spending by a future Town Meeting.
No FY2014 tax bill impact.	

The BOARD OF SELECTMEN recommends approval. YES ___

The FINANCE COMMITTEE recommends approval. NO ___

On request of the Department of Public Works

FIRE RESCUE AMBULANCE

ARTICLE 25. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination and appropriate the sum of \$270,000 for the purpose of purchasing a Fire-Recue Ambulance, or to take any other action related thereto.

~~~~~

The ambulance needs to be replaced because it requires excessive costly maintenance and it does not meet current Department of Transportation standards. The amount requested has been reduced to \$245,000.

~~~~~

Financial Impact of Article 25	
<u>Approval</u> Reduces Free Cash balance by \$245,000. No FY2014 tax bill impact.	<u>Disapproval</u> \$245,000 available for spending by a future Town Meeting.

The BOARD OF SELECTMEN recommends approval. YES

The FINANCE COMMITTEE recommends approval. NO

On request of the Fire Chief

SENIOR RESIDENTIAL COMMUNITY OVERLAY DISTRICT ZONING BYLAW AMENDMENT

ARTICLE 26. To see if the Town will amend the Zoning Bylaw by adding the following new section, 8.8 Senior Residential Community Overlay District (SRCOD).

8.8. Senior Residential Community Overlay District (SRCOD)

8.8.1. Purpose

The intent of this section is to allow flexibility in the development of parcels for housing and related services for persons 62 or older, with particular interest in meeting the needs of residents of Andover. The objectives of this section are to achieve the following purposes:

1. To provide for the development and use of alternative housing and care for an aging population in accordance with the Town’s Master Plan.
2. To create an environment that provides supportive services routinely used by an aging population.
3. To promote housing options that adapt to the needs of an aging population.
4. To preserve the Town’s residential character.
5. To encourage the preservation of open spaces and protection of the Merrimack River.
6. To encourage housing affordable to the aging population who are Andover residents.

8.8.2. Applicability

A Senior Residential Community Overlay District includes all the lands designated on the plan titled, “Proposed Senior Residential Community Overlay District”, dated December 4, 2012, as prepared by and reviewed by the Town Engineer, which plans are on file in the Office of the Town Clerk and which are hereby made part of the Town Zoning Maps. The Planning Board may grant a special permit for one or more of the uses as described herein.

For the purpose of this section of the by-law, the following definitions shall apply:

Senior – Any person having reached the age of sixty-two (62) years.

Senior Household – Any household having at least one person 62 years or older.

Ageing Population – Population having reached the age of 62 years or older.

Senior Residential Community Overlay District (SRCOD) – A district comprised of any use or combination of uses as defined herein. A SRCOD may include one or more of the following: independent housing, congregate housing, assisted living, memory care, restorative care/skilled nursing facilities, home health care and associated services primarily for the purposes of serving the aging population on-site.

Dwelling Unit (DU) – One or more living or sleeping rooms arranged for the use of one or more seniors living in a single housekeeping unit (excluding mobile homes and trailers). The intent of this definition for this section is to define a “home” with private sleeping quarters rather than a dormitory arrangement of sleeping quarters.

Independent Living Unit – Private residential dwelling unit individually equipped with a minimum of a kitchen, bedroom, bathroom and living area. This type of housing is for independently functioning seniors.

Congregate Housing – Dwelling units that provide private or communal living for seniors who ordinarily are ambulatory and require no (or limited) medical attention or supervision. Such units shall consist of a room or rooms forming a habitable unit for up to ten persons, with facilities used for living, bathing, cooking, eating and private sleeping quarters.

Assisted Living Facility – Dwelling units for seniors who have difficulty functioning independently and require oversight and assistance with one or more activities of daily living such as dressing, eating, bathing, walking or toileting, which are provided by a 24 hour staff. Such units may include a bedroom, bathroom, and sitting area. In addition dining services and full personal care are provided. Special care programs specifically designed for seniors with memory loss are included in this category. The Assisted Living must obtain all required permits and/or licenses required to operate such a facility and must be certified by the Executive Office of Elder Affairs or applicable State agency.

Restorative Care/Skilled Nursing Facility – Includes any institution which provides 24 hour skilled nursing care to seniors admitted for convalescent care, rehabilitative care, or long-term care. Programs include additional professions such as physical therapy, occupational therapy, speech therapy, social services, and medical oversight. The Restorative Care/Skilled Nursing Facility must obtain all required permits and/or licenses required to operate such a facility and must be certified by the Executive Office of Elder Affairs or applicable State agency.

8.8.4. Types of Dwellings, Uses and Associated Services Permitted

Applications for special permits within the SRCOD shall contain at least one of the following housing types, attached or detached, in any combination: Independent; Congregate Housing; Assisted Living Facility; and Restorative Care/Nursing Facility.

1. In addition to dwelling units an application may contain any or all of the following uses and associated services (not to exceed twenty-five percent (25%) of the total square footage of all the residential buildings within the project), individually or in any combination:
2. Dining rooms, coffee shops and related kitchen areas and facilities;
3. Living rooms, libraries, music rooms, auditoriums, greenhouses;
4. Lounges, card rooms, meeting rooms, and other social and recreational areas;
5. Administrative offices, social service offices;
6. Mail rooms, gift shops and sundries;
7. Medical offices, diagnostic and treatment centers, wellness centers, exercise areas;
8. Salon, spa, barbers and hairdressers ;
9. Banks and ATM banking machines;
10. Home health care;
11. Adult Day Health Care services;

12. Community Space

13. Hobby

14. All uses and associated services are intended for SRCOD residents, employees and guests and are not intended to provide services to the general public.

8.8.5. Dimensional Requirements and Design Standards

1. *Density.* A special permit granted by the Planning Board shall meet the following minimum requirements:

- a. 5,000 square feet of lot area for each detached Independent Living Unit.
- b. 4,000 square feet of lot area for each attached Independent Living Unit.
- c. 3,000 square feet of lot area for each bedroom in an assisted living, congregate housing, skilled nursing facility.
- d. Within the SRCOD, there shall be no more than 200 Independent Living Units (attached or detached).
- e. Within the SRCOD, there shall be no more than 200 bedrooms in all assisted living, congregate living and skilled nursing facility.

2. *Building Height.*

- a. Any new addition or new construction, as measured from the property line, within two hundred (200) feet back from River Road shall not exceed thirty-five (35) feet.
- b. Any new addition or new construction, as measured from the property line beyond 200 feet back from River Road shall not exceed sixty (60) feet.

3. *Building Setbacks.* Buildings shall be set back a minimum of forty (40) feet from all property lines.

4. *Building Footprint.*

- a. Within a distance of 200 feet of River Road the maximum building footprint for a building shall be 25,000 square feet.
- b. Beyond a distance of 200 feet of River Road, the maximum building footprint shall be 60,000 square feet.

5. *Yard Requirements.* There are no yard requirements between buildings within the SRCOD, however, all structures must conform to the Massachusetts Building Code with respect to building separation and fire walls. In a SRCOD, more than one building may be erected on a single lot.

6. *Common Open Space.* Common Open Space is the land within the parcel or lot which is not specifically reserved for the support of dwelling units and which is not covered by buildings, roads, driveways, parking areas or service areas, or which is not set aside as private yards, patios or gardens for residents. All Common Open Space shall be open and unobstructed to the sky – flagpoles, sculptures, benches, swimming pools, tennis courts, atriums, trees and similar objects shall not be considered obstructions.

The area of Common Open Space shall equal at least twenty percent (20%) of the total area of the parcel or lot.

7. *Protected Open Space.* Protected Open Space is the land within the parcel or lot that will be protected in perpetuity. The area of Protected Open Space shall equal at least thirty percent (30%) of the total area of the parcel or lot.

Such open space land shall either be conveyed to the Town of Andover and accepted by the Board of Selectmen for park or open space use or be conveyed to a nonprofit organization, approved by the Planning Board in its total discretion, the principal purpose of which organization is the conservation of open space. In any case where such land is not conveyed to the Town, a restriction enforceable by the

Town of Andover as approved by Town Counsel, shall be recorded by the applicant prior to the issuance of a building permit, providing that such land shall be kept in an open or natural state in perpetuity and not be built upon or developed for accessory uses such as parking or roadway. All such open space shall be restricted by deed from all future building. Before final approval of the special permit by the Planning Board, the applicant shall state which of the two conveyance options above is being proposed, and such conveyance or restriction, if approved, shall be recorded by the applicant, as a restriction on the development plan prior to issuance of a building permit.

8. *Affordability.*

- a. A minimum of fifteen percent (15%) of the total number of assisted living units shall be set aside as affordable housing units for seniors who qualify as low, moderate, or upper-moderate income persons as defined as follows:
Low income: Below 60% of the Lawrence Standard Metropolitan Statistical Area (SMSA) median income based on Housing and Urban Development (HUD) figures ("median income") adjusted for household size.
Moderate income: 60-79% of median income.
Upper-moderate income: 80-120% of median income.
- b. In determining the total number of affordable units required, a fractional unit of 0.5 or more shall be regarded as a whole unit.
- c. To the extent legally permissible, the affordable units shall be offered to give the maximum preference allowed by law to current seniors of the Town of Andover, employees of the Town of Andover, Andover natives and relatives of current Andover residents ("Local Preference"). This condition is intended to complement and not to override or supersede the fair marketing regulations of the Department of Housing and Community Development (DHCD), the Massachusetts Commission Against Discrimination (MCAD), or any authority with jurisdiction and like purpose, to provide low- and moderate-income housing.
- d. Such affordable units may be rented, sold or otherwise provided to qualified seniors in accordance with income and asset limitations established by the authorizing state or federal agency in those instances where the affordable units benefit directly from such assistance, or in the absence thereof pursuant to the definitions of income and assets established for the Low-Income Housing Tax Credit program, or pursuant to the standards promulgated by the Planning Board.
- e. Affordable units shall be dispersed throughout the building(s) and shall be compatible with and generally comparable to the market-rate units in terms of location, quality and character.
- f. Of the affordable units, the applicant shall set aside units representing all three income levels as follows: 30% shall serve low income persons, 40% shall serve moderate income persons and 30% shall serve upper-moderate income persons.
- g. Although eligibility for the affordable units shall be determined by reference to income and assets of the prospective residents, the affordable units shall be considered affordable only if they are restricted in the amount of monthly rent or other monthly charges for the unit based upon a percentage of the applicable median income. For purposes of computing the monthly rent or other monthly charges for the unit, there shall be excluded any special charges for extra or specialized services which are not provided to the general population of the project but are unique to the particular needs of an individual senior. The standards of affordability for proposed projects, including, without limitation, the methods of determining and maintaining eligibility, the percentage of applicable median income used for limiting the monthly amounts charged for the affordable units and any variations in the percentages of median income in the three income levels shall be set and revised from time to time by the Planning Board provided said standards are consistent with appropriate federal and state standards.
- h. Prior to the issuance of any building permit for any units, affordability restrictions maintaining all affordable units in perpetuity shall be embodied in applicable deed covenants, contractual

agreements and/or other mechanisms to ensure compliance with this section and shall be submitted to the Planning Board and Town Counsel for review and approval. Prior to the issuance of any building permit for any units, a clearance certificate shall be required to be issued by the Planning Division indicating compliance with this subsection. No clearance certificate shall be issued for any units until (a) all documents necessary to ensure compliance with this subsection including, without limitation, the documents referred to in this Section regarding affordability have been executed and recorded at the Registry of Deeds; and (b) any required cash or other contribution has been made to the Town or its designee.

- i. Nothing in this subsection shall preclude a developer from setting aside more than the required number of affordable units or from setting aside additional units for higher but limited income groups or from setting aside more units for lower-income groups.
- j. For purposes of ensuring that the applicant is abiding by its obligations relative to the affordable units pursuant to the special permit, a monitoring agent shall be assigned by the Planning Board and prior to the issuance of a building permit, a monitoring agreement shall have been submitted to the Planning Board and Town Counsel for review and approval. The applicant and successors and assigns as owners of the project (applicant/owner), shall pay, in perpetuity, any reasonable fees charged by the monitoring agent/agency.
- k. If an affordable dwelling unit is a rental unit, on each anniversary of the unit, the applicant/owner will obtain and maintain on file a Certification of Tenant Eligibility in a form and for the time period approved by the monitoring agent. Such Certifications shall be filed annually with the Planning Division in the Town of Andover. The applicant shall verify that the income provided by an applicant in an income certification is accurate. The applicant will maintain complete and accurate records pertaining to the Affordable Units, and during reasonable business hours and upon reasonable notice, will permit the Town to inspect the books and records of the applicant pertaining to the Affordable Units.
- l. The applicant may, with the permission of the Planning Board, in lieu of one or more affordable ownership unit(s), contribute to the Town of Andover Municipal Affordable Housing Trust Fund, a cash contribution determined by the Planning Board in combination with the Housing Trust Fund Board of Trustees, and is to be used for the benefit of senior households in Andover.

9. *Access and On-site Circulation.* Adequate on-site circulation shall be provided to and from the site, taking into consideration the adjacent sidewalks and streets and accessibility of the site and building(s) thereon for emergency vehicles. Adequate provision shall be made for off-street loading and unloading requirements of delivery vehicles and passengers using private transportation.

Public Safety.

- a. The facility shall have an integrated emergency call, telephone and other communication system to provide monitoring for its residents. Said system shall be reviewed and approved by Andover Fire Rescue.
- b. There shall be sufficient site access for public safety vehicles.
- c. A plan shall be approved by Andover Fire Rescue for the emergency evacuation of residents, regardless of impairments.
- d. The Andover Fire Chief shall review all structures and circulation to ensure the accessibility of fire and other emergency vehicles.

10. *Landscaping.* Landscaping and screening is required to obscure visibility of parking areas, dumpster locations and loading areas from beyond the boundaries of the premises.

Transportation Services. Transportation to town services and facilities shall be provided.

11. *Water.* The proposed development shall be supplied with an adequate water system approved by the Water Division, Fire Rescue and Board of Health.

12. *Waste Disposal.* The proposed development shall be connected to a municipal sewer system or an adequate sewage disposal system approved by the Andover Board of Health.

13. *Age Restrictions.* All dwelling units within the SRCOD shall require at least one resident to have attained the age of 62 and no resident shall be under the age of 18. Prior to issuance of the first building permit for a building, the applicant shall record a restriction, approved by Town Counsel, that all units shall require at least one resident to have attained the age of 62 and that no resident of a dwelling unit shall be under the age of 18.

8.8.6. Design Objectives

Each project within the SCROD shall:

1. Blend the scale of institutional, professional and residential structures into the site design.
2. Provide safe vehicular and pedestrian ways, and minimize traffic impacts.
3. Provide a minimum of two vehicular access and egress points for each project.
4. Preserve natural features, wetlands, scenic vistas and open spaces when possible.
5. Consider site design that meets the specific needs of the aging population.
6. Minimize the visual impact of parking areas.
7. Incorporate energy efficient and environmentally sensitive principles.
8. Provide suitable means of access and egress to dwellings for persons with disabilities. Enclosed walkways and/or unenclosed walkways connecting all buildings shall be permitted.
9. Shall incorporate pedestrian amenities, accessory uses and community benefits into the overall design in a harmonious way.
10. Locate structures on the site so as to provide for the privacy of residents adjacent to the SRCOD.
11. Provide a Site Management Plan developed to outline the ongoing maintenance of the Common Open Space to ensure its function, appearance, cleanliness, and for ongoing drainage and utility maintenance.
12. Clearly identify on a plan the publicly owned and/or publicly accessible land areas.
13. Provide for public pedestrian access from River Road to the Merrimack River when possible. All development proposals which include frontage along the Merrimack River shall include existing and future pedestrian pathways within 500 feet of the river for public use and enjoyment. (No pathway within 500 feet of the river should have an impervious surface). Said pedestrian pathway shall be publicly accessible via a public access easement or conveyance. The easement width for these pathways shall be not less than twenty (20) feet, unless otherwise approved by the Planning Board.
14. Incorporate low-impact development (LID) design techniques or Stormwater Best Management Practices (such as, but not limited to, pervious paving, landscape swales, vegetative filters or rain gardens, and landscape infiltration facilities) to lessen the environmental impact of development along the Merrimack River.

8.8.7. Roadway and Parking Requirements

The following parking standards shall apply to SRCOD facilities approved under this section of the by-law. The Planning Board may waive the construction of parking until it is demonstrated that it is needed. However, parking areas shall be designated to anticipate the future demand. The minimum requirements are as follows:

1. *Detached Independent Living:* One (1) parking space per dwelling unit.
2. *Attached Independent Living:* One (1) parking space per dwelling unit.
3. *Congregate Housing and Assisted Living:* One (1) parking space for every five (5) beds and one (1) parking space for each employee on the largest shift.

4. *Restorative Care or Nursing Care facility*: One (1) parking space for every twenty (20) beds and one (1) parking space for every employee on the largest shift.

All other parking and screening provisions of the Andover Zoning By-laws shall apply unless changed by this section.

If there is a mix of uses, the Planning Board may waive the parking requirements to reduce the amount of impervious material on site. The Planning Board may require areas to be set aside for future parking needs.

8.8.8. Bonus

The granting of any bonus density shall not exempt the applicant from meeting any of the other requirements of this or other reference sections of the Bylaw. Any bonus proposal must be reviewed and approved by the Planning Board and clearly stated in the special permit.

Open Space: The objective is to increase the amount of Protected Open Space on the site and provide public access to the Merrimack River. The number of dwelling units (Independent Living, Congregate Care or Assisted Living Units or Nursing/Restorative beds) proposed may be increased by fifteen (15%) percent (i.e. for every 10 dwelling units, 2 additional dwelling units may be built) if the proposed SRCOD provides fifty (50%) Protected Open Space instead of thirty (30%) percent. A Protected Open Space plan shall identify all of the Common and Protected Open Space, and the publicly accessible land areas, with the intent of providing for public access from River Road to the Merrimack River.

Preservation: The objective is to preserve existing buildings within the district. The number of dwelling units (Independent Living, Congregate Care or Assisted Living Units or Nursing/Restorative beds) proposed may be increased by fifteen percent (15%) (i.e. for every 10 dwelling units, 2 additional dwelling units may be built) if the proponent of the SRCOD includes the preservation and rehabilitation of existing buildings as part of the redevelopment plan.

Affordable Housing: The objective is to provide additional alternative affordable housing options for seniors in Andover having reached the age of sixty-two (62). The number of dwelling units (Independent Living, Congregate Care or Assisted Living Units) may be increased by two (2) market rate dwelling units for each one (1) additional affordable unit.

Density Bonus Limitations: The use of all density bonuses provided may not result in exceeding the maximum allowed number of units as outlined herein.

8.8.9. Procedure

1. *Pre-Application.* Prior to the submittal of a special permit application, a “Concept Plan” shall be submitted to help guide the development of the site plan process for the proposed project build-out and individual elements thereof. Such Concept Plan should reflect the following:
 - a. Overall building footprint;
 - b. Areas which shall remain undeveloped; and
 - c. General site improvements, groupings of buildings, and proposed land uses.

The Concept Plan is intended to be used as a tool for both the applicant and the Planning Board to ensure that the proposed project design will be consistent with the requirements of the SRCOD.

2. *Application.* An application for a special permit shall be submitted to the Andover Planning Board pursuant to the submission requirements and procedures contained in Section 9.4. and Section 9.5.3. of the Zoning Bylaw.

3. *Additional Submittals:*

- a. Waivers. At the request of the applicant in a narrative form, the Planning Board may waive certain dimensional, design and other requirements as stated herein (unless expressly prohibited), in the interests of design flexibility and overall project quality if it finds that the project is consistent with the overall purpose and objectives of the SRCOD, or if it finds that such waiver will allow the project to achieve a high quality design incorporating a desired mix of open space, affordability, a mix of uses, and/or physical character.
- b. A transportation plan, consisting of the following information:
 - (i) A plan showing the proposed parking, loading, traffic and pedestrian circulation within the site; access and egress points and other features related to traffic generated by the proposed use.
 - (ii) A traffic study, prepared by a qualified traffic engineer, detailing the expected traffic impacts. The required traffic study shall substantially conform to the Institute of Transportation Engineers' "Traffic Access and Impact Studies for Site Development: A Recommended Practice," latest edition. In addition, the applicant shall submit a Transportation Demand Management (TDM) plan tailored to the specific uses and the geographic location of the site.
 - (iii) Proposed mitigation measures, if any, including vehicle trip reduction from the Project.

And further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws, or take any other action related thereto.

~~~~~

The Franciscan Overlay Task Force and the Planning Board have submitted this article to address the immediate need for senior housing. The need for senior housing in Andover was first identified in the *1992 Master Plan*, and has been on the Town Agenda every year for the past 20 years, with little progress in addressing this concern since that time. Today, the Town of Andover, with 26% of its population over 55, faces a long-term shortage of senior housing. The approval of this Overlay District will help Andover address both the need for more housing designed for the Town's retirees and senior citizens, as well as the need for the services to support that segment of the population. The creation of the Senior Residential Community Overlay District is intended to establish Andover-centric guidelines that will facilitate a high quality senior community off River Road.

~~~~~

Requires a 2/3 vote

The BOARD OF SELECTMEN recommends approval. YES ___

The PLANNING BOARD recommends approval. NO ___

On the request of the Franciscan Overlay Task Force and Planning Board

SENIOR RESIDENTIAL COMMUNITY OVERLAY DISTRICT AMEND TOWN OF ANDOVER ZONING MAP

ARTICLE 27. To see if the Town will amend Article VIII, Section 2.2. Overlay Districts of the Zoning Bylaw by adding at the end of Section 2.2, Senior Residential Community Overlay District and amend the Town of Andover Zoning Map, to establish a Senior Residential Community Overlay District as shown on a plan titled “Proposed Senior Residential Community Overlay District”, dated, December 4, 2012, as prepared by and reviewed by the Town Engineer, which plans are on file in the office of the Town Clerk and which are hereby made part of the Town Zoning Map.

And further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws, or take any other action related thereto.

~~~~~

The Franciscan Overlay Task Force and the Planning Board have submitted this article to allow for the appropriate amendment to Article VIII., Section 2.2. of the Andover Zoning By-Law in conjunction with the Senior Residential Community Overlay District. It identifies the specific site proposed for the new zoning.

~~~~~

Requires a 2/3 vote

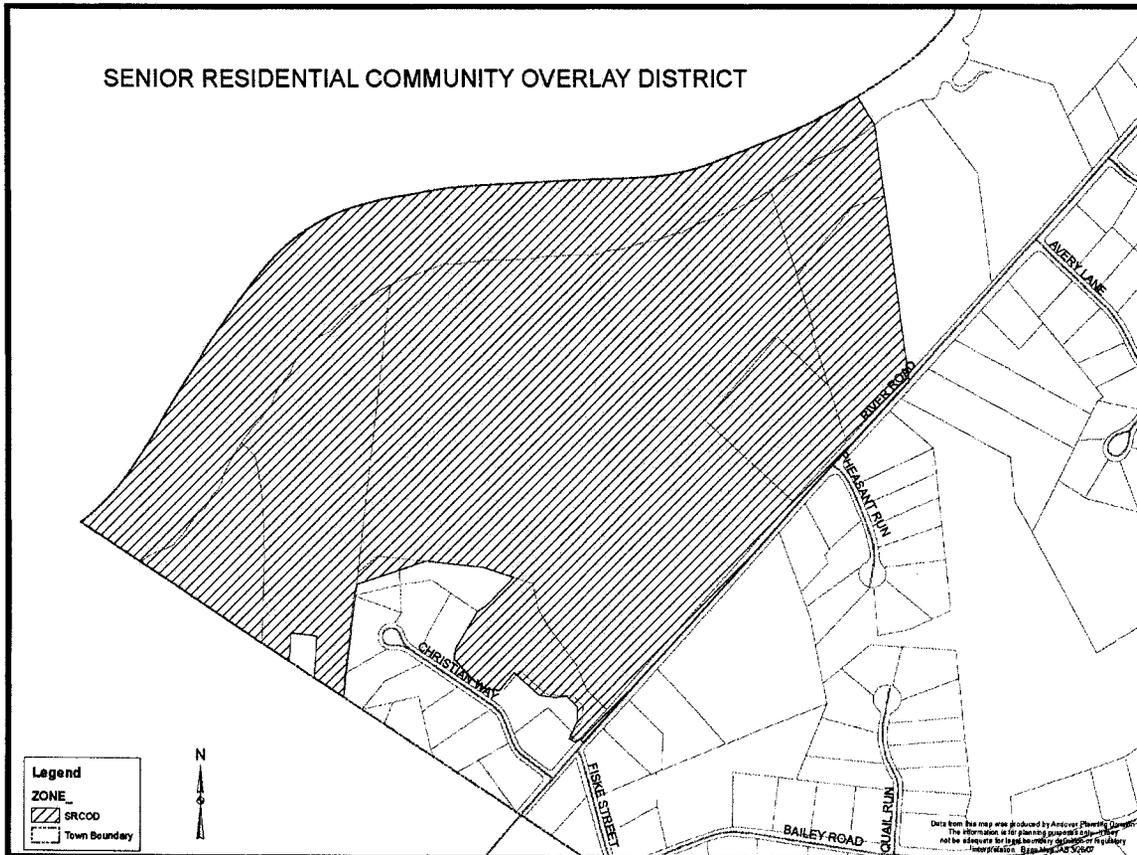
The BOARD OF SELECTMEN recommends approval.

YES

The PLANNING BOARD recommends approval.

NO

On the request of the Franciscan Overlay Task Force and Planning Board



TOWN BUILDING AND FACILITY MAINTENANCE

ARTICLE 28. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination and appropriate the sum of \$600,000 for the purpose of paying costs of constructing, adding to, remodeling, reconstructing and making extraordinary repairs to and equipping various Town buildings and facilities and for the payment of all other costs incidental and related, or to take any other action related thereto.

~~~~~

This article will authorize funding for major Town projects including replacing and painting of the Library windows, repairs to the Town Office masonry, replacement of the sidewalks and curbing at the PSC and renovation of the bathrooms in the School Administration Building.

~~~~~

Requires a 2/3 vote

Financial Impact of Article 28	
<u>Approval</u> Town borrows \$300,000 to be repaid over 15 years. No increase in FY2014 property tax bill. Peak year of debt service in FY2016 would require appropriation of \$29,000. Would account for approximately \$2 of the FY2016 average residential property tax bill.	<u>Disapproval</u> No change in FY2014 tax bill. Money not needed in debt service in future years would be available within Proposition 2½ for other Town/School needs.

The BOARD OF SELECTMEN will make its recommendation at Town Meeting. YES

The FINANCE COMMITTEE recommends approval. NO

On request of the Acting Director of Plant and Facilities

GREATER LAWRENCE TECHNICAL SCHOOL HVAC RENOVATION

ARTICLE 29. To see if the Town will vote to approve the indebtedness authorized by the Regional District School Committee of the Greater Lawrence Regional Vocational Technical School District for the purpose of paying costs of reconstructing and making extraordinary HVAC repairs at the District High School located at 57 River Road in Andover and for the payment of all other costs incidental and related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), or take any other action related thereto.

~~~~~

The total project cost is estimated at \$6,138,088 of which 79.58% would be funded by the State with communities funding the remaining 20.42% of the project. In order to move the project forward, Greater Lawrence Technical School must receive approval from its member communities of Andover, Lawrence, Methuen and North Andover. Andover's share of the debt service would be included in its annual assessment.

~~~~~

Requires a 2/3 vote

The BOARD OF SELECTMEN recommends approval.

YES ___

The FINANCE COMMITTEE recommends approval.

NO ___

On request of the Greater Lawrence Regional Vocational Technical School District

ANDOVER TRANSIT ORIENTED DEVELOPMENT DISTRICT ZONING BYLAW AMENDMENT

ARTICLE 30. To see if the Town will vote to amend the Zoning Bylaw by adding the following new Section 8.7 Andover Transit Oriented Development District (ATODD).

SECTION 8.7: ANDOVER TRANSIT ORIENTED DEVELOPMENT DISTRICT (ATODD)

8.7.1 Purpose.

It is the purpose of this Section to establish the Andover Transit Oriented Development District (ATODD), to encourage smart growth, and to foster a range of housing opportunities within mixed-use development projects, to be proposed in a distinctive and attractive site development program that promotes compact design, preservation of open space, and a variety of transportation options, including enhanced pedestrian access to employment and nearby transportation systems. Other objectives of this Section are to:

1. Promote the public health, safety, and welfare by encouraging diverse housing opportunities.
2. To promote mixed use and economic development that is safe, pedestrian friendly, near rail transit and near the Town's civic and commercial center.
3. Increase the production of a range of housing units to meet existing and anticipated housing needs.
4. Provide a mechanism by which residential development can directly increase the housing supply and diversity.
5. Establish requirements, standards, and guidelines, and ensure predictable, fair and cost-effective development review and permitting.
6. Establish development standards to allow context-sensitive design and creative site planning.

8.7.2 Definitions.

For purposes of this Section, the following definitions shall apply:

Design Guidelines: Guidelines adopted to preserve and augment the architectural qualities, historic character and pedestrian scale of, and which are applicable to, all Development Projects herein.

Development Project: A Development Project is proposed construction having any of the following characteristics:

- a. A proposal to increase the gross floor area of an existing building by more than 2,000 square feet.
- b. A proposal to construct a building or buildings in excess of 10,000 square feet.
- c. A proposal to alter, renovate, reconstruct or redevelop more than 40% of the gross floor area of an existing building, when there is a change of use.
- d. For the purposes of the above computation, total development on the subject property within the prior five years shall be considered.
- e. A project which results in less than the characteristics for a Development Project but greater than 300 square feet of new gross floor area shall not be considered a Development Project but shall be subject to Site Plan Review.
- f. A project which results in less than or equal to 300 square feet of new gross floor area shall not be subject to this Section.

Mixed Use: Any structure containing two or more of the Permitted Uses as set forth in this By-law.

Multifamily Dwelling: Dwelling containing four or more dwelling units.

Special Permit Granting Authority: For purposes of reviewing Development Project applications and issuing decisions on Development Projects within the ATODD, the Special Permit Granting Authority shall be the Planning Board.

Structured Parking Facilities: A structure or structures constructed to provide off street parking for automobiles, in connection with the construction of a Development Project. This may include parking under a building.

8.7.3 Overlay District.

The ATODD is an overlay district that is superimposed over the underlying zoning district(s), as shown on the Official Zoning Map on file in the Office of the Town Clerk.

1. *Underlying Zoning.* The ATODD is an overlay district superimposed on all underlying zoning districts. The Zoning By-law governing the underlying zoning district(s) shall remain in full force and effect, except for Projects undergoing development pursuant to this By-law. Within the boundaries of the ATODD a developer may elect to develop a project in accordance with the ATODD, or to develop a project in accordance with the requirements of the regulations for use, dimension and all other provisions of the Zoning By-law governing the underlying zoning district(s).
2. *Applicability of ATODD.* An Applicant for a Project proposed within the ATODD may seek a Special Permit in accordance with the requirements of this bylaw. When a building permit is issued for any Project approved in accordance with this By-law, the provisions of the underlying district(s) shall no longer be applicable to the land shown on the site plan which was submitted pursuant to this By-law.

8.7.4 Permitted Uses.

1. *Permitted Uses.* The following uses, either standalone or in combination, are allowed in the ATODD. All other uses are prohibited:

Multifamily dwellings;

Municipal Facilities;

Structured Parking Facilities;

Non-residential uses, in accordance with the following “Table of Non-residential Uses”, but only by issuance of a Special Permit by the Planning Board under this bylaw.

Use
<u>Institutional Uses</u>
1. Philanthropic or charitable institution
<u>Business and Commercial Uses</u>
1. Private club not conducted for profit
2. Personal service establishment
3. Banking establishment
4. Retail sales establishment
5. Convenience store
6. Non-exempt educational use
7. Medical center or clinic
8. Self-service laundry or dry-cleaning operation
9. Restaurants
a. Restaurant, sit down
b. Restaurant, fast food
10. Shop for custom work involving the manufacture of articles to be sold on the premises
11. Indoor commercial recreation establishment
12. Business, professional or administrative office
13. Motel or hotel (see Section 4.1.5.1 of the Zoning By-Law)
14. Commercial parking lot or garage
15. Major non-residential project (see Sections 9.4 and 10.0 of the Zoning By-Law)

Non-residential use of any building, structure or land within the ATODD is prohibited except as permitted above.

2. *Accessory Uses.* Uses which are subordinate to, clearly incidental to, customary in connection with, and located in the same structure as a Permitted Use and which do not, in effect, constitute conversion of the Permitted Use to a use not otherwise permitted in the ATODD shall be permitted.

8.7.5 Density.

1. *Residential.* The permissible residential density in the ATODD is forty (40) dwelling units per acre.
2. *Non-residential - Retail.* No individual retail establishment shall exceed 25,000 square feet of Gross Floor Area.
3. *Integration of Uses.* The Special Permit Granting Authority may require the integration of residential and non-residential uses in a Mixed Use structure as a condition of Approval.
4. *Multiple Buildings.* In the ATODD, more than one building may be erected on a single lot.

8.7.6 Dimensional Regulations.

1. *First Floor.* Buildings with a commercial use on the first floor shall be located directly behind the front sidewalk (0-foot maximum setback) on any street. However, regardless of the width of the existing sidewalk, a minimum of 8 feet shall be required from the curb line to the front of the building.
2. *Building Height.* The maximum allowed heights of all buildings in the district shall be as follows:

Building heights shall conform to and be measured according to the following standards:

- a. When adjacent to or up to ninety (90') feet from the property line on North Main Street, the heights of all buildings shall be no more than thirty-five (35') feet above the adjacent public street.
- b. When more than ninety (90) feet from the property line on North Main Street, and otherwise not restricted by this section, the heights of all buildings in the district shall be no more than sixty-five (65) feet.
- c. When adjacent to or up to fifteen (15) feet from the property line on Essex Street and/or Pearson Street, the heights of all buildings in the district shall be no more than thirty-five (35) feet if otherwise not restricted by this section.
- d. From fifteen (15) feet to fifty (50) feet from the property line on Essex Street and/or Pearson Street, the maximum heights of all buildings in the district shall be fifty (50) feet. After fifty (50) feet, and if otherwise not restricted by this section, the maximum allowed height shall be sixty-five (65) feet.
- e. When the property frontage is on the east side of Railroad Street, the heights of all buildings within fifty (50) feet of Railroad Street shall be no more than fifty (50) feet. After fifty (50) feet, and if otherwise not restricted by this section, the maximum allowed height shall be sixty-five (65) feet.
- f. For all other buildings within the district, not otherwise restricted by this section, the maximum height shall be fifty (50) feet.
- g. The maximum building heights specified by this section shall not apply to any pedestrian walkways over the MBTA railroad tracks.

- h. When a building façade extends more than one hundred (100) feet across a grade of equal to or greater than ten (10) feet in elevation differential, the maximum height of the building shall be determined from the average grade across each one hundred (100) foot increment.
 - i. No additional restrictions shall apply to buildings fronting on Lewis Street, Buxton Court, or to any new roads created within the district, except as otherwise restricted by the above limitations.
 - j. The height of any building in the ATODD shall be calculated according to the definition of Building Height in this By-law.
3. *Building Coverage.* The maximum building coverage in the ATODD shall be 75% of the lot covered by the footprint area of a building or buildings.
4. *Parcel Size.* The minimum parcel size required for a Development Project shall be one-half (0.5) acre.

8.7.7 Performance Standards.

- 1. *Driveways.* The location of driveway openings in relation to traffic and adjacent streets shall provide for the convenience and safety of vehicular and pedestrian movement within the site. The number of curb cuts on state and local roads shall be minimized.
- 2. *Interior Design.* The development shall assure safe interior circulation within its site by separating pedestrian, bike, and vehicular traffic.
- 3. *Transportation Plan.* The development shall be subject to an approved Transportation Plan, which shall consist of the following information:
 - a. The proposed parking, loading, traffic and pedestrian circulation within the site; access and egress points; and other features related to traffic generated by the proposed use. Multiple access and egress points may be required for each Development Project.
 - b. A traffic study, prepared by a board certified/licensed traffic engineer, detailing the expected traffic impacts. The required traffic study shall substantially conform to the Institute of Transportation Engineers' "Traffic Access and Impact Studies for Site Development: A Recommended Practice," latest edition. The PAA shall review the geographic scope and content of the study. In addition, the Applicant shall submit a Transportation Demand Management (TDM) plan tailored to the specific uses and geography of the site.
 - c. Proposed mitigation measures, as needed, including vehicle trip reduction from the project.

8.7.8 Design Guidelines and Review.

- 1. In order to preserve and augment the ATODD's architectural qualities, historic character and pedestrian scale, the Planning Board is authorized to adopt Design Guidelines which are not inconsistent with this By-law.

2. The Design Review Board shall review all Development Projects pursuant to this By-law.

8.7.9 Off-Street Parking and Loading Regulations.

1. *Structured Parking.* Parking within the ATODD shall be accommodated within Structured Parking Facilities and under buildings to the maximum extent possible. On-street parking may be provided on private streets within the development project in front of and adjacent to retail stores.
2. *Off-Street Parking and Loading Requirements.* Any structure that is constructed, enlarged, or extended, or has a change-of-use which affects the computation of parking spaces, and any use of land established, or any existing use is changed, parking and loading spaces shall meet the following requirements:
 - a. Residential uses require a minimum of 1.0 space per unit.
 - b. Non-residential uses require a maximum 3.0 spaces per 1,000 sq. ft. of gross floor area.
3. *Allowance.* The Planning Board may make an allowance for up to 15% reduction of parking requirements when shared parking is proposed for non-residential uses.
4. *Computation of Spaces.* When the computation of required parking or loading spaces results in the requirement of fractional space, any fraction more than one-half (1/2) shall require one (1) space.
5. *Location of Loading Spaces.* Any and all loading spaces required shall, in all cases, be on the same lot as the use they are intended to serve. In no case shall the required loading spaces be part of the area used to satisfy the parking requirements of this By-law.

8.7.10 Application for Development Project Approval.

All applications for a Special Permit to gain approval under this section shall be submitted to the Planning Board pursuant to the submission requirements and procedures contained in this By-law.

8.7.11 Severability.

If any provision of this Section 8.7 is found to be invalid by a court of competent jurisdiction, the remainder of Section 8.7 shall remain in full force and effect. The invalidity of any provision of this Section 8.7 shall not affect the validity of the remainder of the Town of Andover's Zoning By-Law.

And further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws, or take any other action related thereto.

Requires a 2/3 vote

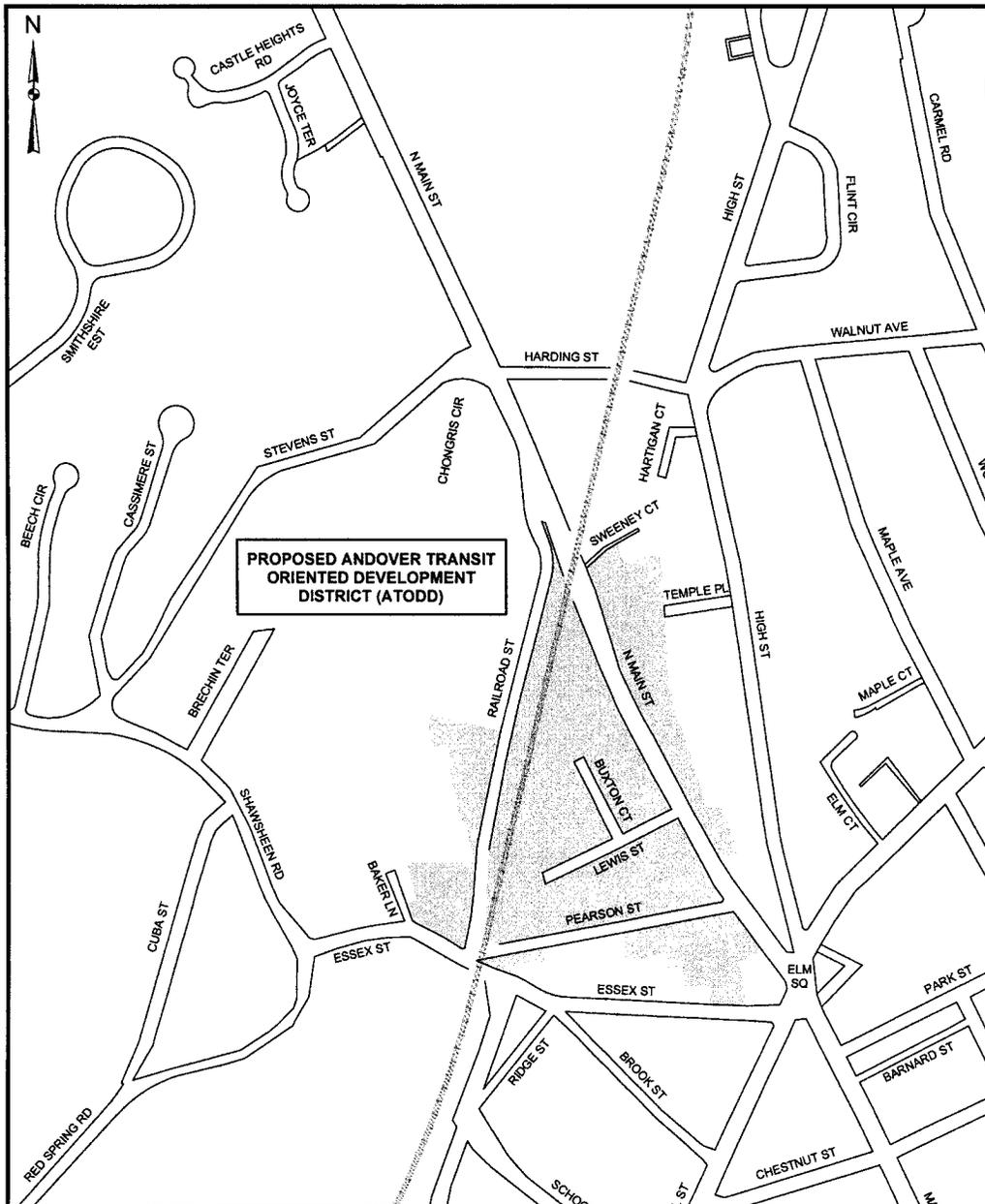
~~~~~

The Board of Selectmen and Planning Board have submitted this article to help facilitate controlled economic development by establishing specific zoning requirements and design standards for redevelopment within the overlay district. Over the past several years the Board of Selectmen and former Town Yard Task Force have been diligently working with Town staff to develop a solution for the relocation of the existing Town Yard, as well as devising a master plan for redevelopment of the Town's holdings in downtown. As a result of their efforts and with input from area residents, businesses and community leaders, the Board of Selectmen and Planning Board have developed the Andover Transit Oriented Development District. The master plan would help facilitate a tightly controlled process that is in keeping with the character of the central business district, while providing opportunities for new retail, office and housing. It would expand the existing tax base, bolster property values and expand the downtown to the regional transit station.

For more information on the Town Yard Project, please feel free to visit the following weblink: <http://andoverma.gov/planning/townyard/>

~~~~~

Article 30



The BOARD OF SELECTMEN recommends approval.

YES ___

The PLANNING BOARD recommends approval.

NO ___

On the request of the Board of Selectmen and Planning Board

**ANDOVER TRANSIT ORIENTED DEVELOPMENT DISTRICT
AMEND TOWN OF ANDOVER ZONING MAP**

ARTICLE 31. To see if the Town will amend Article VIII, Section 2.2. Overlay Districts of the Zoning Bylaw by adding at the end of Section 2.2, Andover Transit Oriented Development District and amend the Town of Andover Zoning Map, to establish an Andover Transit Oriented Development District as shown on a plan titled "Andover Transit Oriented Development District", dated, January 16, 2013, as prepared by The Cecil Group, which plans are on file in the Office of the Town Clerk and which are hereby made part of the Town Zoning Map.

And further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws, or take any other action related thereto.

~~~~~

The Board of Selectmen and Planning Board have submitted this article to allow for the appropriate amendment to Article VIII., Section 2.2. of the Andover Zoning By-Law in conjunction with the Andover Transit Oriented Development District. Article 31 establishes a specific site for the proposed district.

~~~~~

Requires a 2/3 vote

The BOARD OF SELECTMEN recommends approval.

YES ___

The PLANNING BOARD recommends approval.

NO ___

On request of the Board of Selectmen and Planning Board

ANDOVER HIGH SCHOOL TENNIS COURTS RENOVATION

ARTICLE 32. To see if the Town will vote to raise by taxation, transfer from available funds, borrowing or by any combination thereof and appropriate the sum of \$400,000 for the purpose of paying costs of tennis court renovations at Andover High School, and for the payment of all other costs incidental and related thereto, or take any other action related thereto.

~~~~~

The existing Andover High School tennis courts are in very poor condition and are badly cracking and heaving, making them unusable. The courts were built over 22 years ago, and little has been done to maintain them. This request will fund the resurfacing of the tennis courts, as well as improve drainage, replace the fence, and make the courts ADA compliant. The amount requested has been reduced to \$350,000.

~~~~~

Financial Impact of Article 32	
<u>Approval</u> Reduces Free Cash balance by \$350,000. No FY2014 tax bill impact.	<u>Disapproval</u> \$350,000 available for spending by a future Town Meeting.

The BOARD OF SELECTMEN recommends approval. YES ___

The FINANCE COMMITTEE recommends approval. NO ___

The SCHOOL COMMITTEE recommends approval.

On request of the Acting Plant and Facilities Department Director

LAND ACQUISITION – 141 CHANDLER ROAD

ARTICLE 33. To see if the Town will vote to appropriate the sum of \$775,000 for the acquisition and for costs related to such acquisition of the land and for construction of a fence at 141 Chandler Road containing 11.5 acres, more or less, shown as Parcel A and Parcel B on a plan entitled “Plan of Land located in Andover, Massachusetts, prepared for the Town of Andover and Camp, Dresser & McKee, Inc.,” by Richard F. Kaminski and Associates, Inc., dated May 24, 2010, which plan is on file with the Town Clerk, and to authorize the Board of Selectmen to acquire such land by gift, purchase or eminent domain for municipal purposes, upon terms and conditions deemed by the Board of Selectmen to be in the best interest of the Town, and that to raise this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum pursuant to Chapter 44 of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor, or take any other action related thereto.

~~~~~

Article 33 provides funding for the acquisition of 11.5 acres of privately owned land adjacent to the Ledge Road Landfill located at 141 Chandler Road. The land is divided into two parcels: Parcel A is approximately 9.0 acres and is located on the south side of the landfill. Parcel B is approximately 2.5 acres and is on the west side of the landfill. The Town has done extensive testing on and around the Ledge Road Landfill. As a result of the testing it has been determined that both of these privately owned parcels have been impacted by the adjacent landfill in several ways. Either waste was placed on these parcels, or runoff from the landfill has drained into and contaminated the parcels. The acquisition of these 11.5 acres is needed in order to do a complete clean-up of the contamination. The Town obtained an appraisal and has been in discussions with the owner of the parcels, and the appraised sum of \$725,000 has been agreed upon, subject to Town Meeting authorization. In addition, the sum of \$50,000 is recommended for closing costs, fencing, etc.

~~~~~

Requires a 2/3 vote

Financial Impact of Article 33	
<u>Approval</u> Town borrows \$775,000 to be repaid over 20 years. No increase in FY2014 property tax bill. Peak year of debt service in FY2016 would require appropriation of \$62,000. Would account for approximately \$4 of the FY2016 average residential property tax bill.	<u>Disapproval</u> No change in FY2014 tax bill. Money not needed for debt service in future years would be available within Proposition 2½ for other Town/School needs.

The BOARD OF SELECTMEN recommends approval.

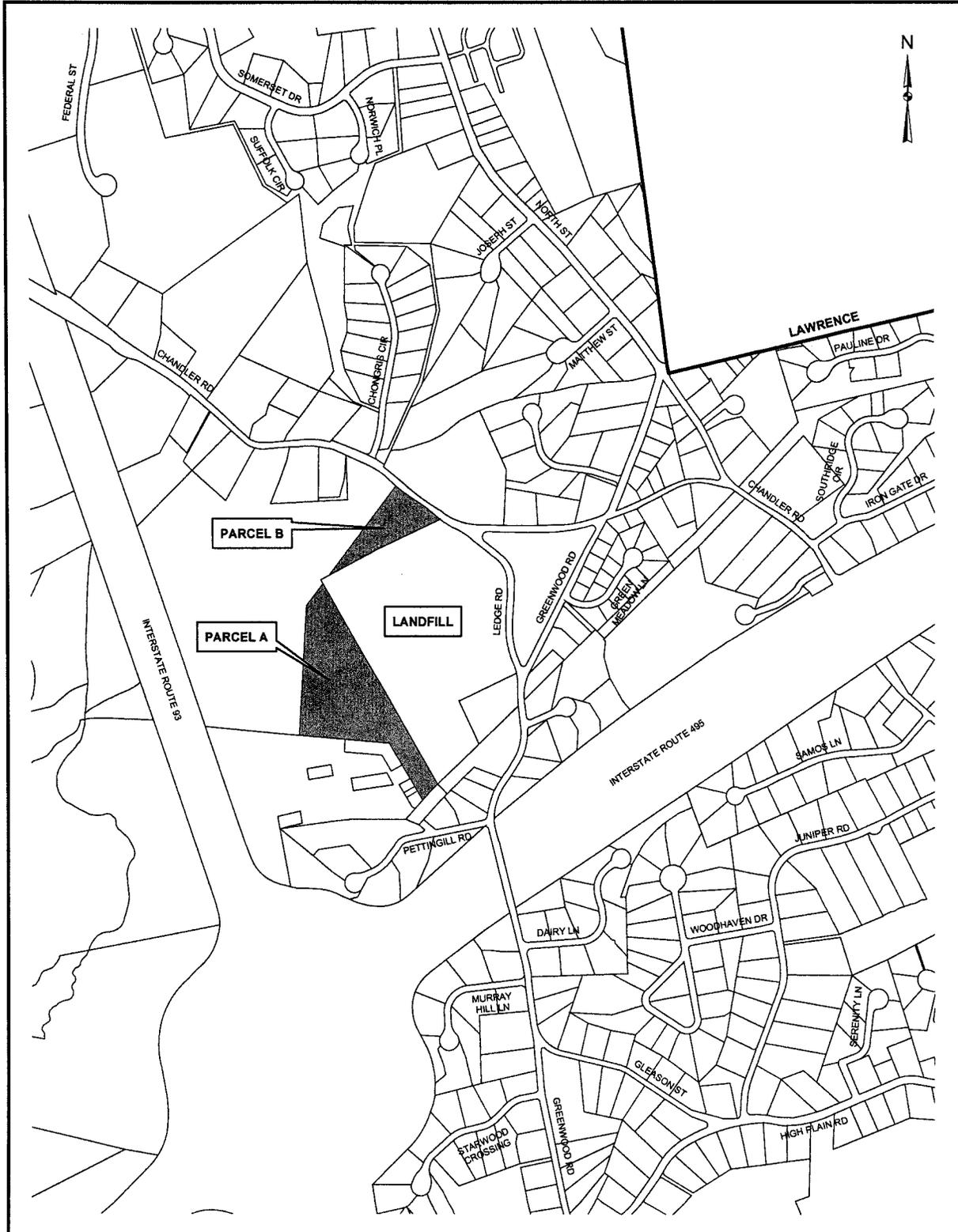
YES ___

The FINANCE COMMITTEE recommends approval.

NO ___

On request of the Town Manager

Article 33



TOWN PLAYGROUND REPLACEMENTS

ARTICLE 34. To see if the Town will vote to raise by taxation, transfer from available funds, borrowing or by any combination thereof and appropriate the sum of \$100,000 for the purpose of paying costs of Town playground replacements, and for the payment of all other costs incidental and related thereto, or take any other action related thereto.

To Be Withdrawn

SCHOOL FACILITY SPACE NEEDS STUDY

ARTICLE 35. To see if the Town will vote to raise by taxation, transfer from available funds, borrowing or by any combination thereof and appropriate the sum of \$225,000 for the purpose of paying costs of a comprehensive school space needs study, and for the payment of all other costs incidental and related thereto, or take any other action related thereto.

~~~~~

Student enrollment has increased over the past few years, and at some locations overcrowding is a concern for school administrators. Anticipating future space requirements is the responsibility of the school system, and to do so will require the services of architects and engineers. The project requested is a comprehensive space study of the schools, with the primary focus being the High School. A recent Class Enrollment Analysis of the High School indicates class sizes have reached their maximum. In addition, the Shawsheen Elementary School is in need immediate repair, some of which is described as extensive. However, when the new Bancroft School is open the K-2 students from the Shawsheen will be redistricted to other schools. From a strategic planning point of view the Shawsheen facility should be evaluated to determine if the building can meet both accessibility and educational space needs. The amount requested has been reduced to \$130,000.

~~~~~

Financial Impact of Article 35	
<u>Approval</u> Reduces Free Cash balance by \$130,000. No FY2014 tax bill impact.	<u>Disapproval</u> \$130,000 available for spending by a future Town Meeting.

The BOARD OF SELECTMEN recommends approval. YES

The FINANCE COMMITTEE recommends approval. NO

The SCHOOL COMMITTEE recommends approval.

On request of the Superintendent of Schools

SCHOOL BUILDING MAINTENANCE AND RENOVATION

ARTICLE 36. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination and appropriate the sum of \$1,000,000 for the purpose of paying costs of constructing, adding to, remodeling, reconstructing and making extraordinary repairs to and equipping various School buildings and roofs and for the payment of all other costs incidental and related thereto, or take any other action related thereto.

~ ~ ~ ~ ~

This article will fund a number of major repairs and improvements to School buildings and property, including replacing the gym slider at the Doherty School, providing security upgrades, and sealing the masonry at the High Plain/Wood Hill School.

~ ~ ~ ~ ~

Requires a 2/3 vote

Financial Impact of Article 36	
<u>Approval</u>	<u>Disapproval</u>
Town borrows \$500,000 to be repaid over 20 years. No increase in FY2014 property tax bill. Peak year of debt service in FY2016 would require appropriation of \$40,000. Would account for approximately \$3 of the FY2016 average residential property tax bill.	No change in FY2014 tax bill. Money not needed for debt service in future years would be available within Proposition 2½ for other Town/School needs.

The BOARD OF SELECTMEN recommends approval. YES

The FINANCE COMMITTEE recommends approval. NO

The SCHOOL COMMITTEE recommends approval.

On request of the Acting Plant and Facilities Director

ANNUAL COMPUTER WORKSTATION & LAPTOP REPLACEMENT PROGRAM

ARTICLE 37. To see if the Town will vote to transfer the sum of \$218,300 from the Cable Franchise Fee account and appropriate the sum of \$218,300 for the purpose of leasing town and school administrative and teacher computer workstations and laptops, including costs incidental and related thereto, or take any other action related thereto.

~ ~ ~ ~ ~

This program is an extension of the town's historical four year purchase cycle for administrative PC's. It is an extension to school administration and to all teaching personnel. Employee devices are the single most critical element to employee productivity for all of our "knowledge workers". Machines that have inadequate performance or which are unable to run contemporary software dramatically reduce employee productivity and compromise the learning experience. As we deepen our commitment to the Digital Classroom Initiative, the quality of computing device available to the teaching professional is crucial to creating and delivering high quality curriculum. Increasingly all curriculum will be digital and we will have no alternative delivery vehicle. It is possible to move from leasing to outright purchase with little impact on project economics either way.

~ ~ ~ ~ ~

Financial Impact of Article 37

Approval

Reduces Cable Fee Fund balance by \$218,300.
No FY2014 tax bill impact.

Disapproval

\$218,300 available for spending by a future Town Meeting for investment in technology.

The BOARD OF SELECTMEN recommends approval. YES

The FINANCE COMMITTEE recommends approval. NO

The SCHOOL COMMITTEE recommends approval.

On request of the Chief Information Officer

WEST MIDDLE SCHOOL HEATING SYSTEM

ARTICLE 38. To see if the Town will vote to raise by taxation, transfer from available funds, borrowing or by any combination thereof and appropriate the sum of \$1,250,000 for the purpose of paying costs of upgrades to the West Middle School heating and ventilation system, and for the payment of all other costs incidental and related thereto, and to authorize the Selectmen to accept all gifts and grants related thereto, or take any other action related thereto.

~~~~~

This article will fund the conversion of the School's heating system from steam to low temperature hot water. This will include the conversion of the existing boilers from steam generating to hot water, replacement of the steam and condensate piping with new hot water piping, and replacement of classroom unit ventilators, cabinet unit ventilators, and convection coils. This conversion of the WMS to low temperature hot water is also the most efficient means of heating a building, therefore reducing heating costs.

~~~~~

Requires a 2/3 vote

Financial Impact of Article 38

Approval

Town borrows \$1,250,000 to be repaid over 15 years.
No increase in FY2014 property tax bill.
Peak year of debt service in FY2016 would require appropriation of \$121,000.
Would account for approximately \$7 of the FY2016 average residential property tax bill.

Disapproval

No change in FY2014 tax bill.
Money not needed for debt service in future years would be available within Proposition 2½ for other Town/School needs.

The BOARD OF SELECTMEN recommends approval. YES

The FINANCE COMMITTEE recommends approval. NO

The SCHOOL COMMITTEE recommends approval.

On request of the Acting Plant and Facilities Department Director

OFF-STREET PARKING PROGRAM

ARTICLE 39. To see if the Town will vote to transfer the sum of \$60,000 from off-street parking receipts and appropriate \$60,000 for the purpose of purchasing and installing a pay-and-display units at municipal parking lots, including costs incidental and related or take any other action related thereto.

~~~~~

Article 39 funds the replacement of individual meters in Lot 3 with Pay and Display machines that are currently being used in other Town parking lots. Reduced maintenance costs and increased revenue can be expected. The project is funded with parking revenues.

~~~~~

Financial Impact of Article 39	
<u>Approval</u> Reduces Parking Fund balance by \$60,000. No FY2014 tax bill impact.	<u>Disapproval</u> \$60,000 available for spending by a future Town Meeting for parking improvements.

The BOARD OF SELECTMEN recommends approval. **YES**

The FINANCE COMMITTEE recommends approval. **NO**

On request of the Chief of Police

SPRING GROVE CEMETERY MAINTENANCE

ARTICLE 40. To see if the Town will vote to transfer the sum of \$15,000 from the Spring Grove Cemetery Perpetual Care reserve account and appropriate the sum of \$15,000 for the purpose of cemetery maintenance including costs incidental and related thereto, or take any other action related thereto.

~~~~~

This article will provide ongoing funding for Spring Grove Cemetery repairs including roadway paving, masonry work to the historic stone wall and support to the Cemetery Master Plan. Funding for this article comes from interest on the Spring Grove Cemetery Perpetual Care fund. It is expected that the motion will be for \$6,000.

~~~~~

Financial Impact of Article 40	
<u>Approval</u> Reduces Cemetery Fund balance by \$6,000. No FY2014 tax bill impact.	<u>Disapproval</u> \$6,000 available for spending by a future Town Meeting for Cemetery improvements.

The BOARD OF SELECTMEN recommends approval. **YES**

The FINANCE COMMITTEE recommends approval. **NO**

On request of the Acting Plant and Facilities Department Director

MAJOR WATER MAIN REPLACEMENT

ARTICLE 41. To see if the Town will vote to raise by borrowing, or transfer from available funds or by any combination and appropriate the sum of \$1,000,000 for the purpose of paying costs of design, engineering, constructing, reconstructing or replacing water mains, and for the payment of all other costs incidental and related thereto, including, but not limited to, all costs associated with land acquisition by conveyance or eminent domain, or take any other action related thereto.

~ ~ ~ ~ ~

A significant portion of the Town's water distribution line infrastructure consists of unlined cast iron pipes. Many of these mains are 75 years old or more, and have a reduced hydraulic capacity due to the mineral deposits that build up on the interior of the pipes. Water Enterprise borrowing would be used to replace major lengths of unlined water mains totaling approximately 28,000 linear feet on twelve streets over a four-year period. The replacement of these major water mains will help to prevent catastrophic failures; improve capacity; prevent water loss; provide adequate fire protection; and improve overall water quality.

~ ~ ~ ~ ~

Requires a 2/3 vote

Financial Impact of Article 41	
<u>Approval</u>	<u>Disapproval</u>
Town borrows \$1,000,000 to be repaid over 20 years . Debt Service funded with water user fees is included in water rate projections for future years. No impact in FY2014.	

The BOARD OF SELECTMEN recommends approval. YES

The FINANCE COMMITTEE recommends approval. NO

On request of the Acting Director of Public Works

WATER DISTRIBUTION MAINTENANCE

ARTICLE 42. To see if the Town will vote to raise by borrowing, or transfer from available funds or by any combination and appropriate the sum of \$500,000 for the purpose of paying costs of cleaning and lining or replacing water mains, and for the payment of all other costs incidental and related thereto, or take any other action related thereto.

~ ~ ~ ~ ~

A significant portion of the Town's water distribution line infrastructure consists of unlined cast iron pipes. Many of these mains are 75 years old or more, and have a reduced hydraulic capacity due to the mineral deposits that build up on the interior of the pipes. The Water Division conducts this annual improvement program to properly maintain and upgrade the Town's water distribution infrastructure. This maintenance program helps to prevent catastrophic failures, improve capacity, prevent water loss, provide adequate fire protection and improve overall water quality.

~ ~ ~ ~ ~

Requires a 2/3 vote

Financial Impact of Article 42

Approval

Town borrows \$500,000 to be repaid over 20 years.
Debt Service funded with water user fees is included
in water rate projections for future years.
No impact in FY2014.

Disapproval

The BOARD OF SELECTMEN recommends approval.

YES ___

The FINANCE COMMITTEE recommends approval.

NO ___

On request of the Department of Public Works Director

**WATER TREATMENT PLANT
PARKING & SITE IMPROVEMENTS**

ARTICLE 43. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination and appropriate the sum of \$100,000 for the purpose of paying costs of parking and site improvements at the Water Treatment Plan, or to take any other action related thereto.

To Be Withdrawn

WATER AND SEWER VEHICLES

ARTICLE 44. To see if the Town will vote to transfer the sum of \$140,000 from water and sewer reserves and appropriate the sum of \$140,000 for the purpose of purchasing water and sewer vehicles or to take any other action related.

Financial Impact of Article 44

Approval

Reduces Water Reserves by \$140,000.

Disapproval

\$140,000 available for Water Department needs.

The BOARD OF SELECTMEN will make its recommendation at Town Meeting.

YES ___

The FINANCE COMMITTEE recommends approval.

NO ___

On request of the Acting Department of Public Works Director

WATER DISTRIBUTION SYSTEM FLUSHING PROGRAM

ARTICLE 45. To see if the Town will vote to transfer the sum of \$195,000 from water reserves and appropriate the sum of \$195,000 for the purpose of paying the costs of a water distribution system flushing program, or to take any other action related.

~~~~~  
A significant portion of the Town's water distribution line infrastructure consists of unlined cast iron pipes. Many of these mains are 75 years old or more, and have a reduced hydraulic capacity due to mineral deposits that build up on the interior of the pipes. The Water Division conducts this annual improvement program to properly maintain and upgrade the Town's water distribution infrastructure.  
~~~~~

Financial Impact of Article 45	
<u>Approval</u> Reduces Water Reserves by \$195,000.	<u>Disapproval</u> \$195,000 available for Water Department needs.

The BOARD OF SELECTMEN recommends approval. YES

The FINANCE COMMITTEE recommends approval. NO

On request of the Acting Department of Public Works Director

FIRE HYDRANT INFRASTRUCTURE MAINTENANCE

ARTICLE 46. To see if the Town will vote to raise by borrowing, or transfer from available funds or by any combination and appropriate the sum of \$1,000,000 for the purpose of paying costs of fire hydrant infrastructure maintenance, or to take any other action related thereto.

~~~~~  
This project is the beginning of an ongoing program which will assess, identify and prioritize fire hydrants in need of replacement, repair and/or maintenance. The project will include the following but not be limited to replacing hydrants, changing the grade on the hydrants that need to be dug out, adding risers to hydrants that are too low and cannot be dug out and regular maintenance including lubrication, pressure testing and painting. Based on a random sampling of hydrants, it is estimated that 10% - 12%, or 250 - 300 hydrants will need to be replaced.  
~~~~~

Requires a 2/3 vote

Financial Impact of Article 46	
<u>Approval</u> Town borrows \$1,000,000 to be repaid over 20 years. Debt Service funded with water user fees is included in water rate projections for future years. No impact in FY2014.	<u>Disapproval</u>

The BOARD OF SELECTMEN recommends approval. YES

The FINANCE COMMITTEE recommends approval. NO

On request of the Acting Department of Public Works Director

VALANCES OF AWNINGS – ZONING BYLAW AMENDMENT

ARTICLE 47. To see if the Town will vote to amend the Zoning Bylaw by:

Deleting Section 5.2.3.1.f. “On valances of awnings or similar devices, lettering, symbols, or graphic elements not exceeding three inches in height.”

And replacing with the following:

“On valances of awnings or similar devices, lettering, symbols, or graphic elements not exceeding six (6) inches in height and not exceeding 75% of the height of the valance.”

And by deleting the last sentence of Section 5.2.9. Signs in General Business (GB) Districts, 1.g, “Lettering on the valance of an awning shall not exceed 4.5 inches.”

And by deleting the last sentence of Section 5.2.10. Signs in Mixed Use (MU) Districts, 1.e., “Lettering on the valance of an awning shall not exceed 4.5 inches.”

And by deleting the last sentence of Section 5.2.11. Signs in Office Park Districts (OP) and Limited Service Districts (LS) 2, which reads, “Lettering on the valance of an awning shall not exceed 4.5 inches.”

And by deleting the last sentence of Section 5.2.12. Signs in Industrial G (IG) Districts, 1.a. which reads, “Lettering on the valance of an awning shall not exceed 4.5 inches.”

And by deleting the last sentence of Section 5.2.13. Signs in Industrial A (IA) Districts, 1.a. which reads, “Lettering on the valance of an awning shall not exceed 4.5 inches.”

And by deleting the last sentence of Section 5.2.14. Signs in Industrial D (ID) Districts, 1.a. which reads, “Lettering on the valance of an awning shall not exceed 4.5 inches.”

And further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws, or take any other action related thereto.

~~~~~

In reviewing signage applications over the past few years, the DRB has concluded that the current by-law provisions regarding awning valance signage are too restrictive. The current by-law allows for exempt valance signage to be up to 3” in height, and non-exempt signage to be a maximum of 4 ½” in height. The DRB proposes to increase the exempt valance signage to 6” in height. Also, to ensure that larger signage does not overwhelm the valance itself, the DRB proposes to require that the height of valance signage not exceed 75% of the height of the valance. (For reference, Irresistibles is 3”. Starbucks is approximately 6”, and Orange Leaf is 9”).

~~~~~

Requires a 2/3 vote

The BOARD OF SELECTMEN recommends approval.

YES

NO

On request of the Design Review Board

DOWNTOWN PARKING MANAGEMENT ACTION PLAN

ARTICLE 48. To see if the Town will vote to raise by taxation, borrowing or transfer from available funds and appropriate the sum of \$18,000 to develop a Parking Management Action Plan for downtown Andover, or take any other action related thereto.

~~~~~

The Economic Development Council (EDC) is requesting \$18,000 to hire a consultant to help the EDC and other Town Departments determine the efficiency of the current parking system in downtown Andover. The study will assess how parking spaces are utilized, review enforcement, develop a pricing strategy and suggest long range solutions. The goal is to provide recommendations for how to maximize efficiency, improve the customer experience, and expand opportunities for additional business growth. Past studies have focused mainly on the supply and demand of the current inventory of parking spaces. This study will propose long range solutions based on economic development strategies and planning for downtown.

~~~~~

Financial Impact of Article 48	
<u>Approval</u> \$18,000 from taxation. Included in projected FY2014 tax bill.	<u>Disapproval</u> Increases excess levy capacity by \$18,000. Reduces projected FY2014 tax bill by \$1.

The BOARD OF SELECTMEN recommends approval. YES

The FINANCE COMMITTEE recommends approval. NO

The PLANNING BOARD recommends approval.

On the request of the Economic Development Council

WWI MEMORIAL AUDITORIUM RENOVATIONS

ARTICLE 49. To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination and appropriate the sum of \$330,000 for the purpose of paying costs of constructing, adding to, remodeling, reconstructing and making extraordinary repairs to the Doherty Middle School and WWI Memorial Auditorium, and for the payment of all other costs incidental and related thereto, or take any other action related thereto.

To Be Withdrawn

ZONING BYLAW AMENDMENT – INDUSTRIAL 2 DISTRICT

ARTICLE 50. To see if the Town will amend Article VIII, Section 2.1 of the Zoning Bylaw by adding at the end of Section 2.1, ID2 – Industrial 2 District and to further amend the bylaw as follows:

Amend Section 10.0 **DEFINITIONS** by adding the following:

“GROCERY STORE – An establishment where more than seventy percent (70%) of the gross floor area is devoted to the sale of food products for home preparation and consumption.”

Amend Section 9.0 **ADMINISTRATION AND PROCEDURES** by adding the following:

“9.4.10. Special Permit in the ID2 District.

In addition to the criteria contained in Section 9.4.2. and 9.4.8. of this bylaw, the Planning Board may issue a special permit in the ID2 District for a Personal Service Establishment, Retail Sales Establishment, Convenience Store, Grocery Store, Dry-Cleaning Operation, Restaurant (sit-down) Restaurant (fast-food), & Indoor Commercial Recreation Establishment (See Appendix A, Table 1) only after consideration of the additional special permit criteria outlined below:

- a. The proposed development shall have a positive economic benefit to Andover (including, but not limited to, fiscal impact, town services, and employment), is in harmony with the general purpose and intent of the Master Plan and is not unreasonably detrimental to the overall General Business Districts, specifically Downtown Andover.
- b. The proposed development shall demonstrate that the scale, massing and detailing of buildings are compatible with the character of the community. The Planning Board may at their discretion require the applicant to submit to the Design Review Board, pursuant to Section 9.6.3. of the Zoning By-Law for the Design Review Board Report.
- c. The proposed development shall provide landscape plans for the site, the parking areas and internal landscaped islands. The parking areas should service adjacent structures when possible. The Planning Board may at their discretion require additional landscaping.
- d. The development shall provide for adequate traffic mitigation and improvements if the proposed use negatively impacts current traffic flow conditions. At a minimum the applicant shall be required to join the local transportation management association.”

Amend Section 4.0 **DIMENSIONAL REQUIREMENTS** by adding the following:

“4.1.4.3.g. No single Retail Sales Establishment as described in Appendix A Table 1 Section 3.1.3. Table of Uses Regulations C. Business and Commercial Use, shall exceed 25,000 SF of gross floor area in the ID2 District. A single establishment shall be defined as having independent access, egress and exit ways as required by State Building Code.”

Amend Section 5.0 **GENERAL REGULATIONS** by inserting the following language at the end of Section 5.1.9. **Special Permit To Reduce Number of Parking Spaces:** “In the ID2 District, the number of parking spaces required by Appendix A, Table 3 may be reduced upon the grant of a special permit by the Planning Board upon finding that special circumstances, such as shared or remote parking opportunities as defined in Section 5.1.12, render a lesser number of spaces adequate for all parking needs.”

Amend Section 5.2.14. by replacing:

“5.2.14 Signs in Industrial D (ID) Districts.” with the following:

“5.2.14 Signs in Industrial D (ID) and Industrial 2 (ID2) Districts.”

Amend APPENDIX A TABLE 1 Section 3.1.3 Table of Use Regulations by replacing 11. Self-service laundry or dry-cleaning operation to 11.a. Dry-cleaning laundry operation and 11.b. Self-service laundry operation and by inserting 26. Grocery store into the table:

	Residential Districts				Business Districts				Industrial Districts			
	SRA	SRB	SRC	APT	LS	OP	GB	MU	IG	IA	ID	ID2
C. Business and Commercial Uses												
11.a. Dry-cleaning laundry operation	N	N	N	N	N	N	BA	BA	BA	N	N	PB
11.b. Self-service laundry operation	N	N	N	N	N	N	BA	BA	BA	N	N	N
26. Grocery store	N	N	N	N	N	N	Y	Y	Y	N	N	PB

Amend APPENDIX A TABLE 1 Section 3.1.3 Table of Use Regulations by adding into the Industrial Districts Section a fourth column entitled “ID2”, identical in composition to the third column entitled “ID” except that in subsection C. Business and Commercial Uses, the following nine (9) uses shall require a special permit from the Planning Board which shall be signified by the use of the designation (“PB”) in the ID2 column as follows:

“3. Personal service establishment; 6. Retail sales establishment; 7. Convenience store; 11a. Dry cleaning operation; 12.a. Restaurant, sit-down; 12.b. Restaurant, fast-food; 14. Indoor commercial recreation establishment; and 26. Grocery Store with 9. Medical Center or clinic being a permitted use and shall be signified by the use of the designation “Y”.”

	Residential Districts				Business Districts				Industrial Districts			
	SRA	SRB	SRC	APT	LS	OP	GB	MU	IG	IA	ID	ID2
C. Business and Commercial Uses												
3. Personal service establishment	N	N	N	N	N	N	Y	Y	Y	BA	N	PB
6. Retail sales establishment	N	N	N	N	N	N	Y	Y	Y	N	N	PB
7. Convenience store	N	N	N	N	N	N	BA	BA	N	N	N	PB
9. Medical center or clinic	N	N	N	N	BA	BA	Y	Y	Y	N	N	Y
11.a. Dry-cleaning laundry operation	N	N	N	N	N	N	BA	BA	BA	N	N	PB
12.a. Restaurant, sit-down	N	N	N	N	BA	N	Y	BA	Y	BA	B A	PB
12.b. Restaurant, fast-food	N	N	N	N	N	N	Y	BA	BA	N	N	PB
14. Indoor commercial recreation	N	N	N	N	BA	N	Y	N	Y	N	N	PB
26. Grocery store	N	N	N	N	N	N	Y	Y	Y	N	N	Y

Amend APPENDIX A TABLE 2 Section 4.1.2 – Table of Dimensional Requirements by adding to the end of the Table a row for Industrial D2:

District	Minimum Lot Dimensions (e)		(f) Minimum Yard Depth			Maximum Height (g)		Maximum Coverage
	Area (square feet)	Frontage (feet)	Front (feet)	Side (feet)	Rear (feet)	Feet	Stories	Including Accessory Building (percent)
Industrial D 2 (j)	--	50	50	40	40	50	3	30 (b)

Amend APPENDIX A TABLE 3 Section 5.1.4. – Table of Off-Street Parking Requirements, C Business and Commercial Uses by inserting the following row after 25. Major commercial project:

26. Grocery Store	1 space per 300 square feet of gross floor area
-------------------	---

And further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws, or take any other action related thereto.

~~~~~

Residents and workers in the West Andover and the Dascomb Road area have limited access to obtain the services that homeowners, business people and employees readily enjoy in other parts of Andover. The proposed Industrial 2 rezoning would encourage and authorize service-focused development along portions of River Road and Dascomb Road. By rezoning these two strategically targeted areas, the district would allow for currently non-existent conveniences and services to be provided to the underserved residents, business community, and commuters by allowing appropriately scaled and designed mix of services. Consistent with Smart Growth practices, adoption of the ID2 Zoning District would allow Andover residents, workers and commuters to reduce their travel time between needed amenities, home and work, while positioning Andover to remain economically competitive within the region. For more information on the Industrial 2 Districts, please feel free to visit the following weblink: <http://andoverma.gov/planning/>

~~~~~

Requires a 2/3 vote

The BOARD OF SELECTMEN will make its recommendation at Town Meeting. YES__

The PLANNING BOARD will make its recommendation at Town Meeting. NO__

On the request of the Planning Board, Economic Development Council and Green Advisory Board

AMEND TOWN OF ANDOVER ZONING MAP INDUSTRIAL 2 DISTRICT DASCOMB ROAD

ARTICLE 51. To see if the Town will amend the Town of Andover Zoning Map to establish an ID2 District as shown on a plan titled, "Proposed Zoning District ID2 Dascomb Road", dated, December 4, 2012, as prepared by and reviewed by the Town Engineer, which plan is on file in the Office of the Town Clerk and which is hereby made part of the Town Zoning Map and to rezone said area from ID to ID2. And further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws, or take any other action related thereto.

~~~~~

This article amends the Town of Andover Zoning Map, to establish an Industrial 2 Zoning District on Dascomb Road.

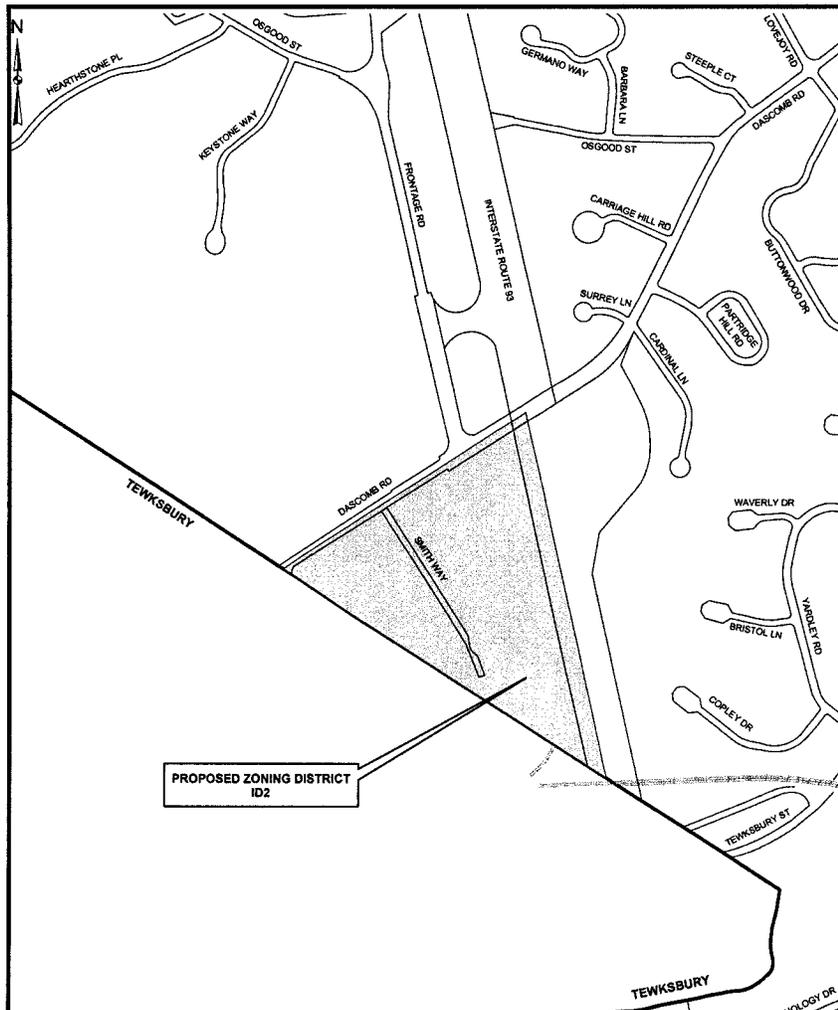
~~~~~

Requires a 2/3 vote

The BOARD OF SELECTMEN will make its recommendation at Town Meeting. YES__

The PLANNING BOARD will make its recommendation at Town Meeting. NO__

On the request of the Planning Board, Economic Development Council and Green Advisory Board



AMEND TOWN OF ANDOVER ZONING MAP INDUSTRIAL 2 DISTRICT RIVER ROAD

ARTICLE 52. To see if the Town will amend the Town of Andover Zoning Map, to establish an ID2 District as shown on a plan titled “Proposed Zoning District ID2 River Road”, dated, December 4, 2012, as prepared by and reviewed by the Town Engineer, which plans are on file in the office of the Town Clerk and which are hereby made part of the Town Zoning Map and to rezone said area from ID to ID2.

And further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws, or take any other action related thereto.

~~~~~

This article amends the Town of Andover Zoning Map, to establish an Industrial 2 Zoning District on River Road.

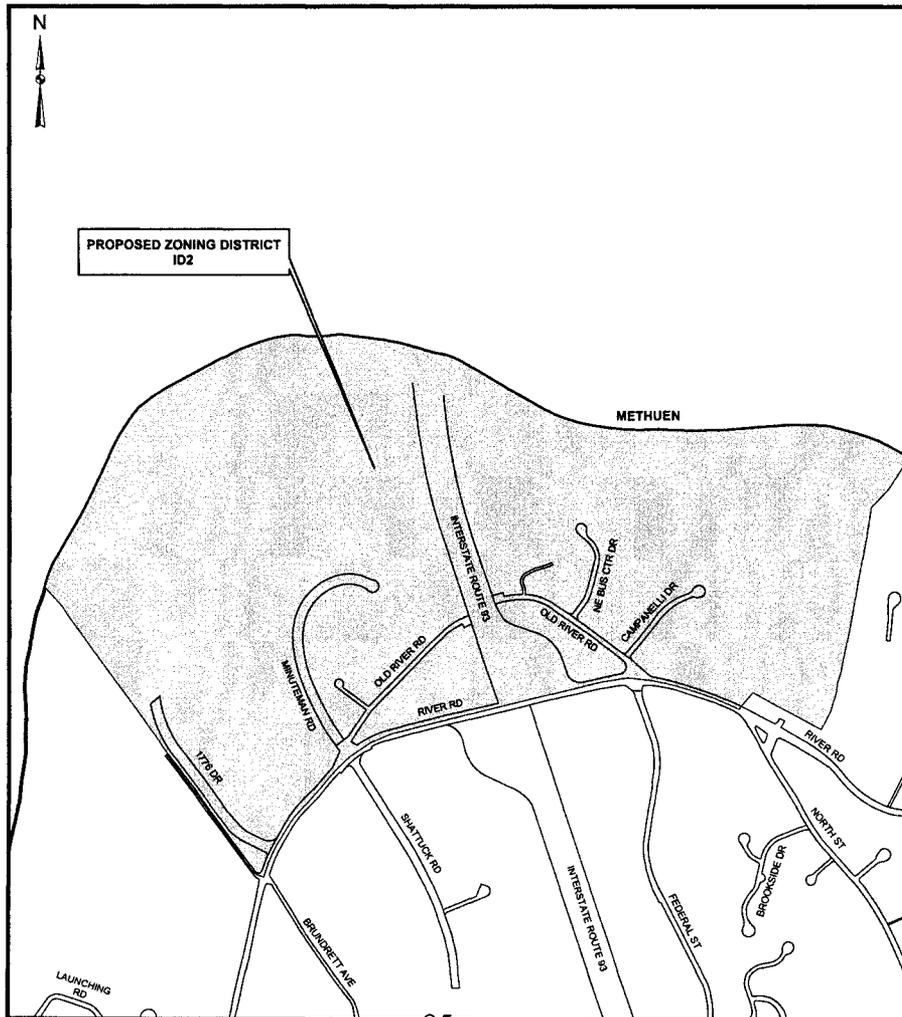
~~~~~

Requires a 2/3 vote

The BOARD OF SELECTMEN will make its recommendation at Town Meeting. YES ___

The PLANNING BOARD will make its recommendation at Town Meeting. NO ___

On the request of the Planning Board, Economic Development Council and Green Advisory Board



REICHHOLD PARCEL I ACQUISITION CONSERVATION LAND GRANT

ARTICLE 53. To see if the Town will vote to appropriate a sum of money for the purpose of acquiring a portion of the Reichhold property for conservation, open space and passive recreation and/or any other purpose for which the Town is authorized to acquire land or interests in land located at 77 Lowell Junction Road, including the buildings thereon and to repair, maintain and demolish such buildings, shown as "Parcel 1, Conservation" and "Parcel 2, Conservation" on the Plan of Land entitled "Proposed Division Plan of Land in Andover, Massachusetts, Essex County, Prepared for Town of Andover," Prepared by DGT Survey Group – North Shore, LLC, Newburyport, MA, which plan is on file with the Town Clerk's Office and to authorize the Conservation Commission and the Board of Selectmen on behalf of the Town and/or the Conservation Commission, to: (i) acquire said land and buildings thereon, and any portion thereof, by gift, purchase (including but not limited to purchase using an appropriation made at the 2002 Annual Town Meeting, Warrant Article 23) or eminent domain and that to raise this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under and pursuant to Chapter 44, Section 7, Clause (3) and/or Section 8C of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore, or to take any other action related thereto; (ii) file on behalf of the Town any and all applications deemed necessary to seek reimbursement or grants under the Local Acquisitions for Natural Diversity (LAND) Grant Program, Chapter 132A, Section 11, and/or other reimbursement or grant programs in any way connected with the scope of this article and enter into agreements and execute any and all instruments as may be necessary on behalf of the Town to affect said purchase or grant; (iii) convey said land and buildings thereon to the Town under the provisions of Chapter 40, Sections 8c, and as it may thereafter be amended and other Massachusetts statutes relating to Conservation to be managed and controlled by the Conservation Commission; (iv) enter into a license or lease agreement to manage the property, or any portion thereof, consistent with the LAND Grant Program for maintenance, etc., or take any other action related thereto.

~~~~~

The Andover Conservation Commission seeks approval for permission to apply for a *Massachusetts Local Acquisitions for Natural Diversity* (LAND) grant for approximately \$200,000 to offset the purchase price for approximately 3.83-acres at 71 & 77 Lowell Junction Road (Reichhold Property). The property under consideration will enhance public access to the Shawsheen River and its surrounding woodlands. The waterfront property will provide an outstanding opportunity for outdoor recreation including fishing, picnicking, kayaking, camping, viewing and enjoying nature, while maintaining the historic and natural scenic character of this open space from future development. This riverfront front property will also serve as a link from Andover's Conservation Gateway property to Serio's Grove, and serve as an important link in a future river walk pathway. This passive recreation site, when acquired, will offer residents – including those with limited mobility – safe, convenient off street parking affording easy access to the shoreline.

~~~~~

Requires a 2/3 vote

The BOARD OF SELECTMEN will make its recommendation at Town Meeting. YES

The FINANCE COMMITTEE will make its recommendation at Town Meeting. NO

The CONSERVATION COMMISSION recommends approval.

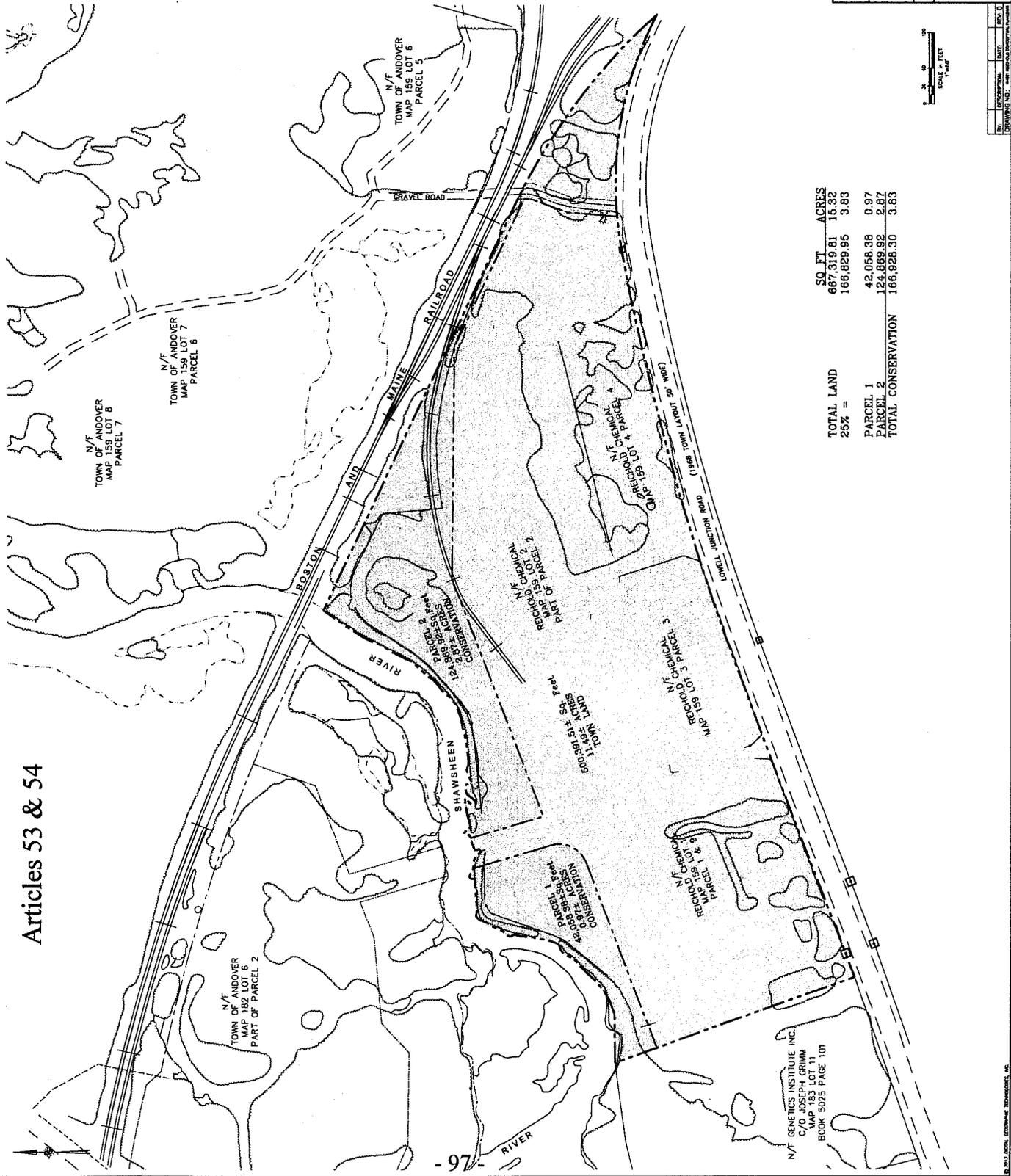
On request of the Conservation Commission

Articles 53 & 54

LANDMARK ASSOCIATES



PAUL FINGER ASSOCIATES



PROPOSED DIVISION	REVISION
PLAN OF LAND	DATE
ANDOVER, MASSACHUSETTS	DRAWN BY
ESSEX COUNTY	DATE
TOWN OF ANDOVER	DATE
PREPARED BY:	DATE
DGT SURVEY GROUP - NORTH SHORE, LLC	DATE
A DIVISION OF DIGITAL GEOSPATIAL TECHNOLOGIES, INC.	DATE
18 CENTER STREET, SUITE 1	DATE
NEWTONPORT, MA 02459	DATE
Tel: 978-444-8888	DATE
www.dgtsurvey.com	DATE
www.digitalsurvey.com	DATE

BY:	DATE:	REV. C
DRAWING NO.:	DATE:	REV. B
DATE:	DATE:	REV. A

REICHHOLD PARCEL I ACQUISITION & PARC GRANT

ARTICLE 54. To see if the Town will vote to appropriate the sum of \$550,000 for the purpose of acquiring a portion of the Reichhold property for recreation purposes, municipal storage and/or any other purposes for which the Town is authorized to acquire land or interests in the land located at 77 Lowell Junction Road including the buildings thereon and to repair, maintain and demolish such buildings, shown as "Town Land" on the Plan of Land entitled "Proposed Division Plan of Land in Andover, Massachusetts, Essex County, Prepared for Town of Andover," Prepared by DGT Survey Group – North Shore, LLC, Newburyport, MA", which plan is on file with the Town Clerk's Office and to authorize the Board of Selectmen on behalf of the Town, acting on its own or as the Recreation Commission, to: (i) acquire land and buildings thereon, or any portion thereof, by gift, purchase (including but not limited to purchase using an appropriation made at the 2001 Annual Town Meeting, Warrant Article 12) or eminent domain and that to raise this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under and pursuant to Chapter 44, Section 7, Clause (3) and/or Section 8C of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore, or take any other action related thereto; (ii) seek reimbursement or grants under the Parkland Acquisitions and Renovations for Communities (PARC) Program (301 CMR 5.00) and/or any others in any way connected with the scope of the Article and enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to affect said acquisition and said reimbursement and grants; (iii) convey said land and buildings thereon, or any portion thereof, to the Town under the provisions of Chapter 45, Section 14, and as it may be hereafter amended and other Massachusetts statutes relating to recreation, to be managed and controlled by the Board of Selectmen acting as the Recreation Commission; (iv) once acquired, to lease said land and buildings, or any portion thereof, to a third party or third parties upon terms and conditions deemed appropriate by the Board of Selectmen; (v) enter into a license or lease agreement to manage the property, or any portion thereof, consistent with the Urban Self-Help Act grant program for maintenance, etc. or take any other action related thereto.

~~~~~

Article 54 would appropriate \$450,000 to add to the \$1,325,000 previously approved by Town Meeting to purchase the 11.49-Acres of land at 71 & 77 Lowell Junction Road (Reichhold Property). The article provides for acquisition of this parcel for open space and active recreation, and permits the town to apply for a *Massachusetts Parkland Acquisitions and Renovations for Communities* (PARC) grant for approximately \$400,000. The site is flat, previously developed, and is an ideal location for the future development of an active recreation area for the town. There are two buildings, a large warehouse and small office building that are serviceable for town purposes. This riverfront property will also serve as a link from Andover's Conservation Gateway property to Serio's Grove, and may link via a bridge to other town holdings. A preliminary design for athletic fields indicates that two soccer fields and two softball diamonds can be constructed on this site in the future. The environmental cleanup for the site is complete and it is now available for Town acquisition.

~~~~~

Requires a 2/3 vote

Financial Impact of Article 54	
<u>Approval</u>	<u>Disapproval</u>
Town borrows \$450,000 to be repaid over 20 years.	No change in FY2014 tax bill.
No increase in FY2014 property tax bill.	Money not needed for debt service in future years
Peak year of debt service in FY2016 would require appropriation of \$36,000.	would be available within Proposition 2½ for other
Would account for approximately \$3 of the FY2016 average residential property tax bill.	Town/School needs.

The BOARD OF SELECTMEN will make its recommendation at Town Meeting. YES__

The FINANCE COMMITTEE will make its recommendation at Town Meeting. NO__

The CONSERVATION COMMISSION recommends approval.

On request of the Conservation Commission

**OVERLAY SURPLUS TRANSFER
FOR TAX ABATEMENT AND EXEMPTIONS**

ARTICLE 55. To see if the Town will vote to transfer a sum of money from Overlay Surplus and appropriate to various fiscal years Allowance for Abatements and Exemptions accounts, or take any other action related thereto.

To Be Withdrawn

**OVERLAY SURPLUS TRANSFER
FOR PROPERTY REVALUATION**

ARTICLE 56. To see if the Town will vote to transfer \$80,000 from Overlay Surplus to fund the FY-2015 tri-annual property tax revaluation, or take any other action related thereto.

~~~~~

This article requests funding to perform components of the triennial revaluation of all properties in the Town of Andover as required by the Massachusetts Department of Revenue. The funds will be used to hire outside consultants to complete the cyclical reinspection of all residential property and to value all commercial and industrial property. The source of the funding is from overlay surplus as declared by the Board of Assessors.

~~~~~

The BOARD OF SELECTMEN recommends approval. YES__

The FINANCE COMMITTEE recommends approval. NO__

On request of the Finance Director

**ZONING BYLAW AMENDMENT
DEFINITIONS OF RETAIL SALES ESTABLISHMENTS AND
RESTAURANT, FAST FOODS**

ARTICLE 57. To be sold in whole or in pieces” in the Restaurant, Fast-Food definition, to read as follows: To see if the Town will vote to amend the Andover Zoning Bylaw, Article VIII, §10.0 DEFINITIONS by amending the definitions of Retail Sales Establishment and Restaurant, Fast-Food as follows, insert “which can include the sale of food and drink” after “goods” in the Retail Sales Establishment definition and replace “food or drink” with “a complete meal

RETAIL SALES ESTABLISHMENT

A facility selling goods which can include the sale of food and drink for consumption on or off the premises, but not otherwise specifically listed in the Table of Use Regulations; including the sale of such merchandise other than at retail if incidental to the operation of a retail establishment, including processing and/or assembly of merchandise when clearly accessory to the sale of such merchandise on the premises.

RESTAURANT, FAST-FOOD

An establishment whose primary business is the sale of a complete meal to be sold in whole or in pieces for consumption on or off the premises which is: (a) primarily intended for immediate consumption rather than for use as an ingredient or component of meals; and (b) available upon a short waiting time; and (c) packaged or presented in such a manner that it can readily be consumed outside the premises where it is purchased.

And further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws, or take any other action related thereto.

~~~~~

Currently the definition of fast-food requires all restaurants that are not sit down restaurants to apply for a Special Permit from the Zoning Board of Appeals. The suggested changes to the two definitions would allow shops such as bakeries, cheese shops or other specialty shops to open under the definition of Retail Sales Establishment so the process to open a new business can be streamlined.

~~~~~

Requires a 2/3 vote

The BOARD OF SELECTMEN recommends approval. YES

The PLANNING BOARD recommends approval. NO

On request of the Planning Board

LAND TRANSFER – HIGH PLAIN ROAD

ARTICLE 58. To see if the Town will vote to accept from Donald and Lesley Durant the land shown as Parcel A on “Plan of Land, 278R High Plain Road, Andover, MA 01810, Scale 1” = 40’, prepared for Donald & Lesley Durant, by JM Associates, 325 Main Street, North Reading, MA 01864, dated September 26, 2012”, on file with the Town Clerk’s Office, with said land in the care, custody and control of the Conservation Commission and to convey to Donald and Lesley Durant, Parcel B as shown on said Plan, and to authorize the Town Manager and Board of Selectmen to petition the General Court for Special Legislation, notwithstanding General Laws Chapter 30B or any general or special law to the contrary, authorizing said conveyance providing that the General Court may reasonably vary the form and substance of the requested legislation within the scope of the general public objectives of the petition, and subject to the condition that these conveyances shall be free and clear of all encumbrances, but may be subject to such utility easements, restrictions and other easements and rights as may be acceptable to the Board of Selectmen, and subject to such terms and conditions as the Selectmen deem advisable in the interest of the Town of Andover, or take any other action related thereto.

Requires a 2/3 vote

The following explanation was submitted by the petitioner:

In 1970, with Town approval and permits, Chester Whitney moved an existing house onto a parcel of land he was subdividing in West Andover off High Plain Road. The lot is now known as 278R High Plain Road. At that time, Mr. Whitney thought he was placing the house well within the boundaries of the lot lines. In later years, it was discovered that the boundary lines were not marked properly resulting in the house being placed too close to the lot lines, especially in the rear where the house sits on the lot line. As a result, the house does not meet the Town’s current setback requirements.

The current owners have been working with the Town for many years to correct the misplacement of the house so that the house meets the current setback requirements. The current owners, Donald and Lesley Durant, are proposing to swap Parcel A for Parcel B, in effect transferring a portion of their front yard in exchange for land to create a back yard so that the lot will be in compliance with the current setback requirements and the house will not be encroaching on Town land in the back.

The parcel to be conveyed to the Town of Andover, Parcel A, is part of the Town drainage system originating from the Route 495 area running under the homeowners’ driveway through their front yard and ending in Haggetts Pond. Parcel A is adjacent to land owned by the Town and under the control of the Conservation Commission and will not be land-locked as a result of the conveyance.

Parcel A, the land to be conveyed to the Town, contains 9,983.6 square feet and Parcel B, the land to be conveyed to Mr. and Mrs. Durant, contains 9,645.1 square feet.

The BOARD OF SELECTMEN recommends approval.

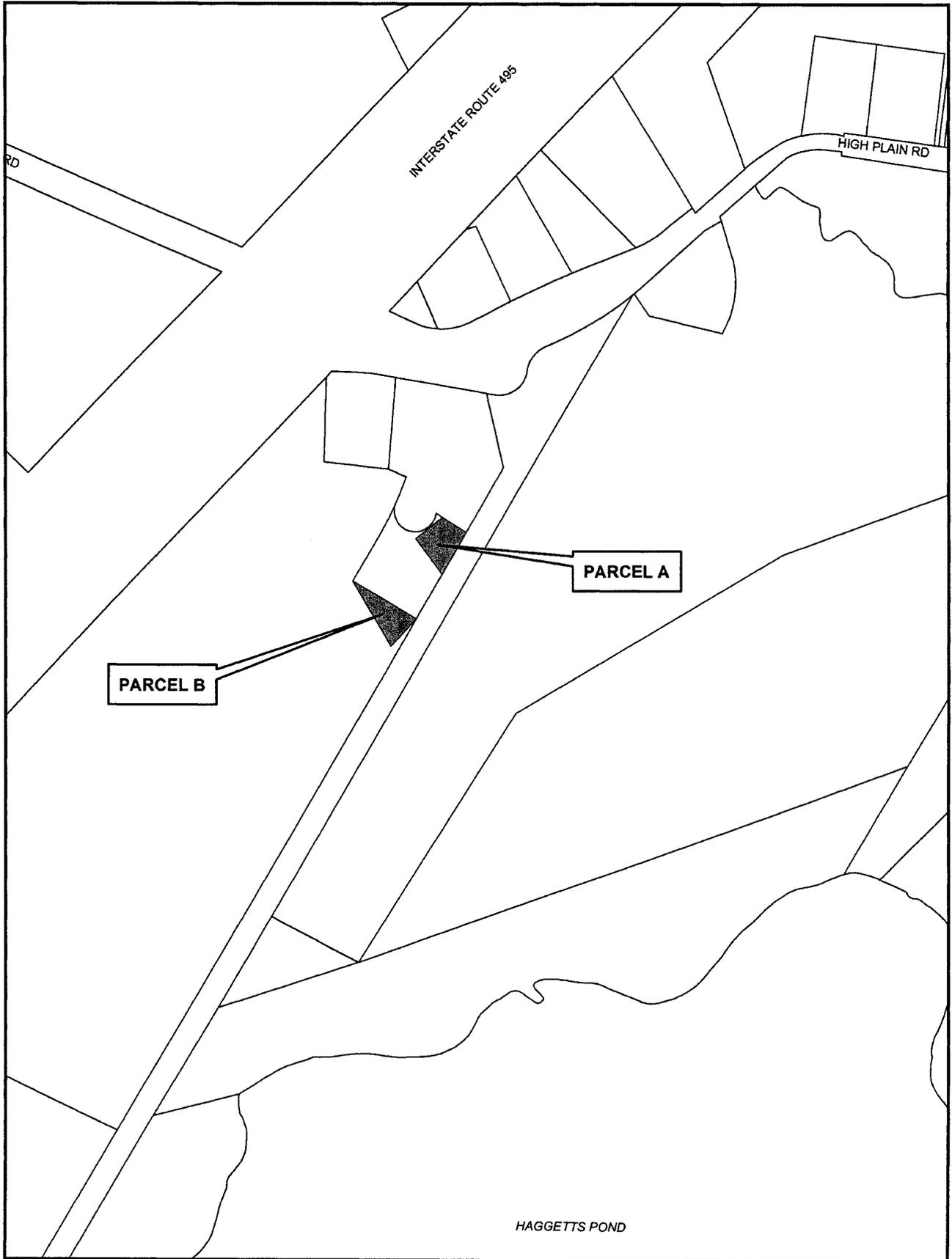
YES ___

The PLANNING BOARD will make its recommendation at Town Meeting.

NO ___

On petition of Donald and Lesley Durant and others

Article 58



**SECTION 8.1.2 WATERSHED PROTECTION OVERLAY
DISTRICT ESTABLISHMENT - ZBA**

ARTICLE 59. To see if the Town will vote to amend the first paragraph of the Andover Zoning Bylaw, Article VIII, §8.1.2 Establishment, by amending the reference to a plan to read as follows:

8.1.2 Establishment

The WPOD includes all the lands which create the catchment or drainage areas of Fish Brook or Haggetts Pond as part of their natural or man-made drainage system. The district includes all areas designated on the plan titled "Fish Brook/Haggetts Pond Watershed Protection Overlay District", dated December 2012, prepared by the Town Engineer, which plan is on file in the Office of the Town Clerk and which is hereby made part of the Town Zoning Maps.

And further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws, or take any other action related thereto.

~~~~~

The purpose of the amendment is to have an updated map which shows the same watershed boundary as the referenced 1985 plan with the addition of the Haggetts Pond and Fish Brook watersheds with tributaries which are described in the second paragraph of the 8.1.2 Establishment and the 2006 boundary revision referenced in the first paragraph of 8.1.2. The amendment is only revising the wording the first paragraph.

~~~~~

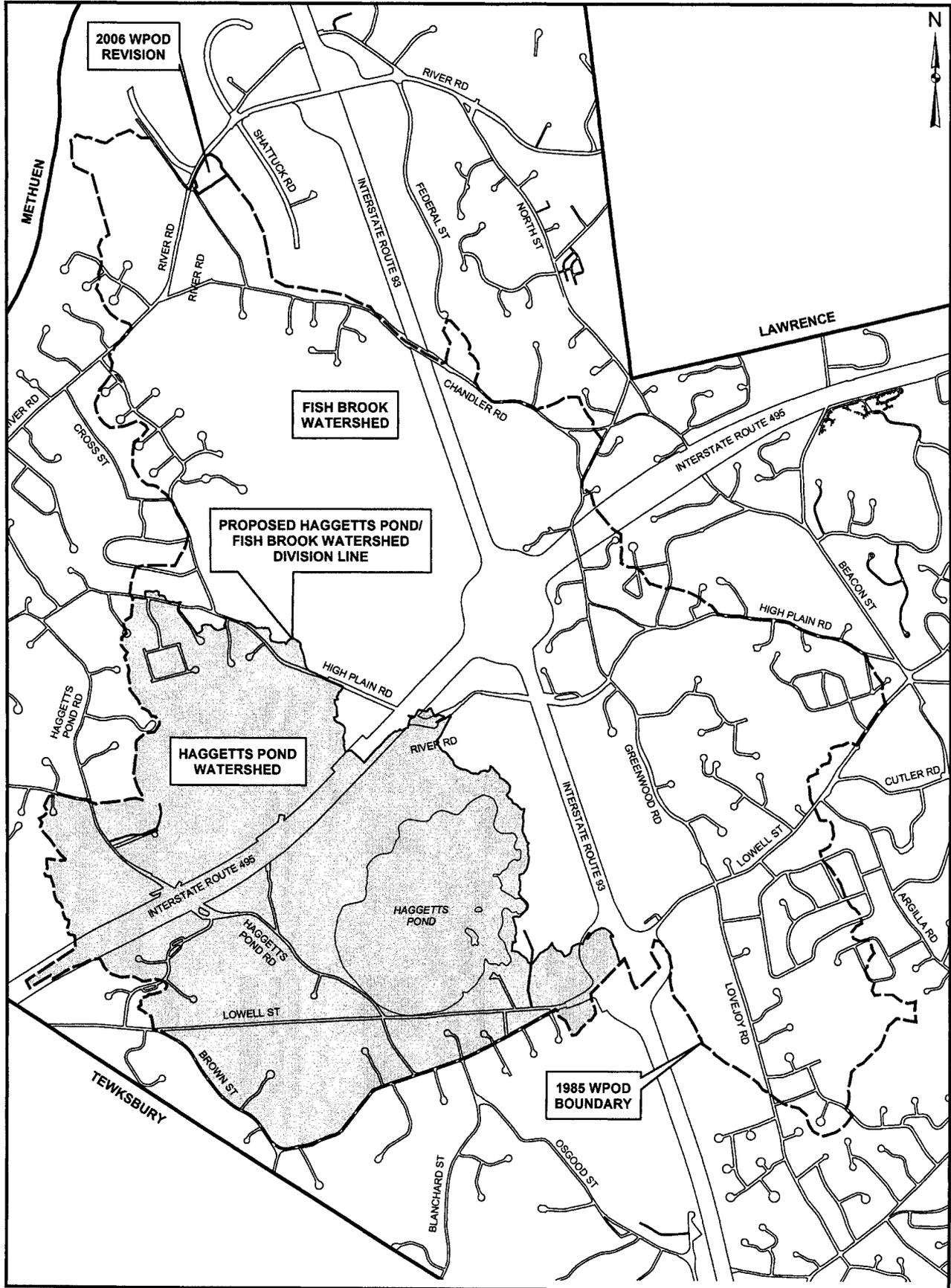
Requires a 2/3 vote

The BOARD OF SELECTMEN recommends approval. **YES**

The PLANNING BOARD recommends approval. **NO**

On request of the Planning Board, Board of Health and Conservation Commission

Article 59



STREAMGAUGING STATION ON SHAWSHEEN RIVER

ARTICLE 60. To see if the Town will vote to raise by taxation, transfer from available funds, borrowing or by any combination thereof, and appropriate the sum of \$60,000 for the purpose of installing, operating and maintaining a Streamgauging Station on the Shawsheen River at Balmoral Street and further to authorize the Town Manager to enter into an agreement for the same with the United States Geological Survey, or take any other action related thereto.

The following explanation was submitted by the petitioner:

This warrant article is asking for the Town's support to re-install and maintain a flood river gauge at the Balmoral river site. This flood gauge is for the benefit of everyone in town, not just those living along the river. The data collected at the gauge location will allow for the production of a flood inundation map. This project will enable the Town to make real time decisions about travel routes and potential residential evacuations during flood emergency events.

During the 2010 flood, the prior Balmoral gauge was operational and gave the Town advance notice of possible flooding which the Wilmington River gauge by itself did not predict. This advance notice allowed residents and businesses in the area to take necessary steps to protect property and evacuate before the river water flooded the areas. Therefore if this Balmoral gauge had not been in place in 2010 it is possible that the Town Fire Department etc. would have put their staff in harm's way if they had to go into the flooded river area to evacuate individuals similar to what was needed during the 2006 flood. This savings alone paid for any cost to maintain the new gauge.

Financial Impact of Article 60

Approval

\$60,000 from taxation.

Included in projected FY2014 tax bill.

Disapproval

Increases excess levy capacity by \$60,000.

Reduces projected FY2014 tax bill by \$4.

The BOARD OF SELECTMEN recommends disapproval.

YES ___

The FINANCE COMMITTEE recommends disapproval.

NO ___

On petition of John B. Mahoney and others

STREET ACCEPTANCE – CRYSTAL CIRCLE

ARTICLE 61. To see if the Town will vote to accept and name as a public way the following street: Crystal Circle:

Crystal Circle, as shown on a plan approved by the Andover Planning Board entitled “Crystal Circle”, dated 9/28/06 through 4/01/07, as prepared by DK Engineering Associates, Inc. and recorded in the Essex North District Registry of Deeds as Plan Number 35859D, or take any other action related thereto.

The BOARD OF SELECTMEN recommends approval.

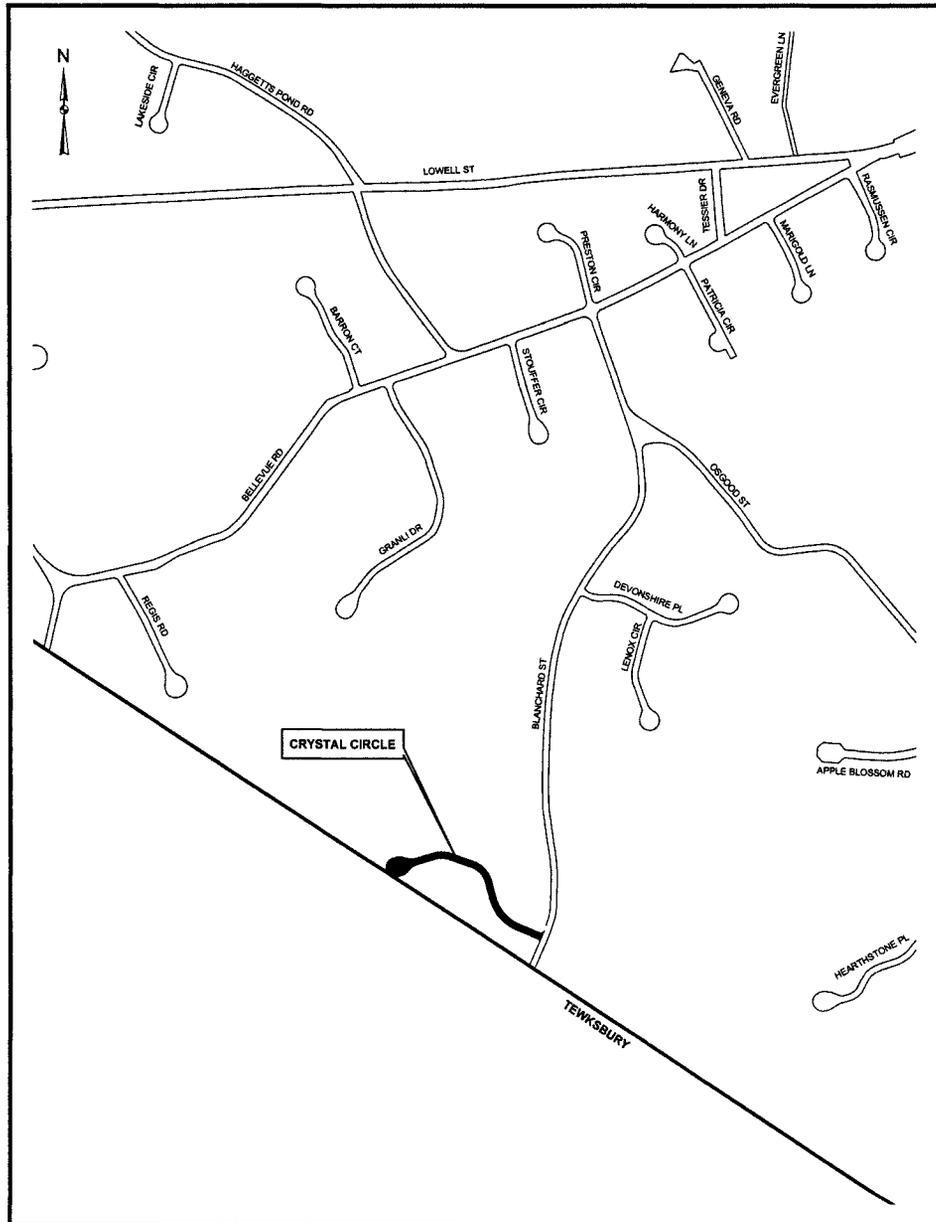
YES

The PLANNING BOARD recommends approval.

NO

On request of the Board of Selectmen

Article 61



TOWN OF ANDOVER
2012 ANNUAL REPORT SUMMARY



TOWN OF ANDOVER

Town Offices
36 Bartlet Street
Andover, MA 01810
978-623-8225
www.andoverma.gov

Dear Fellow Andover Citizens,

It has been an honor to serve as your Chairman of the Andover Board of Selectmen over this past year. As I reflect back on 2012, I am excited about the number of significant Town-wide projects and initiatives that are in various stages of planning and progress.

The new Bancroft Elementary School project began construction this past year after being delayed in appeals court over the Conservation Commission's approval. The Town ultimately prevailed in court, the Conservation Commission's decision was upheld, further litigation was averted and ground was broken on the project last Summer. The delay, combined with an improving economy and a pickup in regional construction activity, resulted in an increase in the projected costs. Andover voters approved an additional \$5.7 million at a Special Town Meeting in January 2013 allowing construction to continue without further delay.

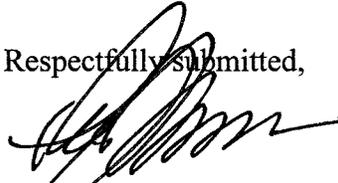
The public-private partnership for the Andover Youth Center project was further advanced in 2012 with the formation of a Building Committee to oversee design and construction of the project. The new community structure will be located behind the Doherty Middle School. Voters approved \$2 million towards costs of the new Andover Youth Center in 2011 as part of a public-private partnership between the Town and the Andover Youth Foundation. The final cost of the building is estimated to be \$4.2 Million with the remainder of the funding being raised by private donations and Youth Foundation fundraising activities. As of this time, the Building Committee is planning to ask Town Meeting to move the building lot 35 feet to the north to avoid a wetland boundary. Construction is scheduled to begin in the Summer of 2013.

Over the past year, the Board of Selectmen has been working on the rebuilding or relocation of the present Town Yard. They have worked together with the Planning Board and Town staff to develop a proposal for a new Andover Transit Oriented Development District as part of the Town's Zoning Bylaws. This new overlay district establishes the conditions for mixed-use development within that general area of the downtown, with the intent of making the existing Town Yard site and surrounding neighborhood more attractive to potential developers and a more valuable asset to Andover. The Town is also planning to seek proposals for developing the Lewis Street Town Yard site should the new overlay district be approved by Town Meeting.

Our citizens have clearly identified public transportation and housing as important issues. The 2012 Citizens Survey revealed a strong desire for more public transportation options and a more varied range of housing options. Article 30, "Transit Oriented Development" for the

On behalf of the Board of Selectmen, I thank you, the citizens of Andover, for your continued interest and participation in your Town government and community. Please know that in the coming year we will seek to spend your tax dollars wisely and promote a vibrant, safe and successful community in every way possible.

Respectfully submitted,



Paul J. Salafia, Chairman
Andover Board of Selectmen

VISION STATEMENT OF THE
ANDOVER BOARD OF SELECTMEN

*THE TOWN OF ANDOVER, MORE THAN A PLACE TO LIVE, IS A WAY OF LIFE.
ITS LEGACY OF DEMOCRACY SHALL BE PRESERVED.
EACH CITIZEN SHOULD EXPERIENCE THE TREASURE OF
NATURE, HISTORY, INDIVIDUAL RESPECT,
NEIGHBORHOOD AND LEARNING.
AS RESOURCES AND ENERGY ALLOW, EACH OF THESE GIFTS
FROM THE PAST WILL BE ENRICHED IN THE PRESENT
FOR THOSE YET TO BE.*



TOWN OF ANDOVER

Town Offices
36 Bartlet Street
Andover, MA 01810
978-623-8225
www.andoverma.gov

To the Honorable Board of Selectmen and Citizens of the Town of Andover:

One of the most significant highlights of 2012 was the consensus reached by the Board of Selectmen, Finance Committee and School Committee on the FY-2013 Budget prior to the Annual Town Meeting. All three committees worked hard for many months to reach an agreement on the spending/revenue plan for the next fiscal year. The credit goes to Jon Stumpf, Chairman of the Finance Committee, Annie Gilbert, Chair of the School Committee, and Brian Major, Chairman of the Board of Selectmen, for dealing with the tough issues that could easily have derailed the budget development process.

As in 2011, there were four major projects in the pipeline: the Town Yard, the Youth Center, the Bancroft Elementary School and the Ballardvale Fire Station.

The proposed acquisition of 5 Campanelli Drive for a new Town Yard wasn't successful at the Annual Town Meeting despite a lot of work by the Task Force. During the year, the Selectmen spent time at each of their meetings deliberating on the Town Yard in order to arrive at a proposal for the 2013 Annual Town Meeting. At year's end, the Selectmen decided to propose a warrant article to re-zone the area around the Lewis Street site and create a transit-oriented development overlay district as the first step in re-developing the existing Town and with the following step being acquiring a new location for that facility.

The Andover Youth Center Building Committee worked throughout the year to hire an architect and begin the design and engineering process. By December, they were well on their way, making progress on a design and aiming for a Summer groundbreaking.

The Ballardvale Fire Station Building Committee met throughout the year and shifted their focus from acquiring land at Woburn and Andover Streets to to acquiring land on South Main Street. This came as the result of a follow-up Fire Station location study. They issued a request to purchase land on South Main Street but no proposals were received.

The best news regarding all the major project was that the Bancroft Elementary School construction project was started. In the Spring, a compromise was reached with the two abutting neighbors who previously appealed the wetland permits issued by the Town Conservation Commission and the Department of Environmental Protection to Superior Court and stalled the project. This compromise allowed the project to go forward and construction bidding to begin. The groundbreaking was held on October 4th with the ceremonial shoveling of the dirt and ringing the school bell by the students. By the end of December, the new building was taking shape – the foundation was laid and steel was being erected which provided a view of the skeleton of the new school.

This year a new acronym – OPEB – is being used by Town officials. Other Post Employment Benefits or OPEB are the municipally-provided benefits to retirees. In Andover’s case, it is limited to health insurance for Town and School retirees. The June 30, 2011 Actuary Report listed the Town’s liability for OPEB at \$215M.

The Annual Town Meeting authorized a Tax Increment Financing Agreement for 800 Federal Street and Schneider Electric. In exchange for a reduction in property tax for a period of time, the company agreed to expand and improve the existing building and add jobs to the Town’s employment base.

At the Annual Town Election, Daniel H. Kowalski was elected to replace Selectman Ted E. Teichert who served the Town well for twelve years. Ted is well-known for his dedication to youth sports and his support for downtown Andover.

In 2012, two long-time Town employees retired – Kaija M. Gilmore, the Inspector of Buildings, and Elaine M. Shola, the Purchasing Agent/Insurance Coordinator. They were replaced by Christopher A. Clemente and Thomas P. Watkins respectively.

The 2012 Virginia Cole Community Service Award was presented to Joanne F. Marden for her keen insight, understanding of the budgetary process and dedication as a member of the Finance Committee since 1978.

In May, the Town hosted three Pakistani local government officials as part of a six-week visit to the United States sponsored by the U. S. State Department. The guests were in Andover for nine days and gained an understanding of American local government, educational systems, culture and family life. They visited with Town departments, Andover High School, Sanborn Elementary School as well as the Greater Lawrence Technical School and Phillips Academy.

On Veterans Day, the Trustees of the Spring Grove Cemetery and the Board of Selectmen dedicated two monuments in the Spring Gove Cemetery – one in the current Veteran’s plot titled “Veterans Memorial at Spring Grove” and the other in the new Veteran’s plot titled “Twentieth-Century Veterans Memorial”. A granite bench donated by the American Legion Andover Post 8 was placed in the new Veteran’s plot. A photo of the “Twentieth-Century Veterans Memorial” graces the cover of this Annual Report.

Finally, I want to thank the Board of Selectmen, Finance Committee and School Committee for their cooperation and support during the Budget process. In addition, the Town and School administrative personnel deserve a special “thank you” for all they did to make 2012 so successful.

It is my pleasure to serve as Andover’s Town Manager.

Very truly yours,



Reginald S. Stapczynski
Town Manager

TOWN OF ANDOVER, MASSACHUSETTS
 RECAP OF GENERAL FUND - BUDGET- FUND LEVEL
 FISCAL YEAR ENDED 06/30/2012

	RES FOR ENCUM	APPROP (ORIGINAL)	OFFSET RECEIPTS	RESERVE FUND	COMP FUND	OTHER ACCOUNTS	OTHER (STM)	OTHER	TOTAL AVAILABLE	EXPENDED	RES FOR ENCUM	TRANS TO UNRE FD BL
GENERAL GOVERNMENT												
Personal Services	51,713.84	5,292,901.00	0.00	78,088.00	0.00	0.00	0.00	0.00	5,422,702.84	5,202,191.57	71,875.00	148,836.27
Other Expenses	24,533.99	1,540,301.00	0.00	105,000.00	0.00	0.00	0.00	0.00	1,669,834.99	1,611,779.21	42,166.43	15,889.35
	76,247.83	6,833,202.00	0.00	183,088.00	0.00	0.00	0.00	0.00	7,092,537.83	6,813,970.78	113,841.43	164,725.62
COMMUNITY SERVICES												
Personal Services	3,230.00	542,081.00	674,300.00	0.00	0.00	0.00	0.00	0.00	1,219,611.00	1,190,644.85	20,000.00	8,966.15
Other Expenses	7,306.09	444,479.00	0.00	0.00	0.00	0.00	0.00	0.00	451,785.09	438,107.87	7,244.92	6,432.30
	10,536.09	986,560.00	674,300.00	0.00	0.00	0.00	0.00	0.00	1,671,396.09	1,628,752.72	27,244.92	15,398.45
MUNICIPAL MAINTENANCE												
Personal Services	33,000.00	3,041,684.00	68,475.00	0.00	0.00	0.00	0.00	0.00	3,143,159.00	3,097,655.86	15,000.00	30,503.14
Other Expenses	111,773.58	1,282,341.00	60,000.00	0.00	0.00	0.00	0.00	0.00	1,454,114.58	1,400,902.76	52,951.66	280.16
	144,773.58	4,324,025.00	128,475.00	0.00	0.00	0.00	0.00	0.00	4,597,273.58	4,498,558.62	67,951.66	30,763.30
PUBLIC SAFETY												
Personal Services	20,000.00	11,638,864.00	1,070,000.00	247,864.00	0.00	0.00	0.00	0.00	12,976,728.00	12,613,810.31	11,000.00	351,917.69
Other Expenses	228,676.44	1,265,960.00	0.00	39,400.00	0.00	0.00	0.00	0.00	1,534,036.44	1,366,251.19	140,768.45	27,016.80
	248,676.44	12,904,824.00	1,070,000.00	287,264.00	0.00	0.00	0.00	0.00	14,510,764.44	13,980,061.50	151,768.45	378,934.49
DEPARTMENT OF PUBLIC WORKS												
Personal Services	0.00	1,663,249.00	0.00	0.00	0.00	0.00	0.00	0.00	1,663,249.00	1,582,274.76	10,000.00	70,974.24
Other Expenses	91,263.26	3,682,302.00	0.00	0.00	0.00	0.00	0.00	0.00	3,773,565.26	3,010,463.92	643,902.35	119,198.99
	91,263.26	5,345,551.00	0.00	0.00	0.00	0.00	0.00	0.00	5,436,814.26	4,592,738.68	653,902.35	190,173.23
LIBRARY												
Personal Services	0.00	1,833,122.00	0.00	0.00	0.00	0.00	0.00	0.00	1,833,122.00	1,796,991.46	30,000.00	6,130.54
Other Expenses	0.00	593,900.00	0.00	0.00	0.00	0.00	0.00	0.00	593,900.00	593,700.00	200.00	0.00
	0.00	2,427,022.00	0.00	0.00	0.00	0.00	0.00	0.00	2,427,022.00	2,390,691.46	30,200.00	6,130.54
SCHOOL												
Personal Services	0.00	49,176,074.00	0.00	0.00	0.00	0.00	0.00	500,000.00	49,676,074.00	48,431,457.39	474,534.00	770,082.61
Other Expenses	225,615.17	13,608,503.00	0.00	0.00	0.00	0.00	0.00	0.00	13,834,118.17	14,061,521.23	542,679.55	(770,082.61)
	225,615.17	62,784,577.00	0.00	0.00	0.00	0.00	0.00	500,000.00	63,510,192.17	62,492,978.62	1,017,213.55	(0.00)
UNCLASSIFIED												
Compensation Fund	0.00	250,000.00	0.00	0.00	0.00	0.00	0.00	0.00	250,000.00	0.00	135,000.00	115,000.00
Reserve Fund	0.00	200,000.00	0.00	(105,000.00)	0.00	500,000.00	0.00	(500,000.00)	95,000.00	0.00	0.00	95,000.00
	0.00	450,000.00	0.00	(105,000.00)	0.00	500,000.00	0.00	(500,000.00)	345,000.00	0.00	135,000.00	210,000.00
FIXED EXPENSES												
GLRVTHS	0.00	444,503.00	0.00	0.00	0.00	0.00	0.00	0.00	444,503.00	444,503.00	0.00	0.00
Debt Service	0.00	12,112,692.00	0.00	0.00	0.00	0.00	0.00	0.00	12,112,692.00	11,956,478.93	0.00	156,213.07
Stabilization	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance	2,400.00	661,613.00	0.00	0.00	0.00	0.00	0.00	163,000.00	827,013.00	827,013.00	0.00	0.00
Health Insurance Fund	0.00	14,355,000.00	0.00	0.00	0.00	0.00	0.00	0.00	14,355,000.00	14,355,000.00	0.00	0.00
Unemployment Comp	0.00	100,000.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	100,000.00	0.00	0.00
Retirement	0.00	5,085,067.00	0.00	0.00	0.00	0.00	0.00	(163,000.00)	4,922,067.00	4,921,151.00	0.00	916.00
	2,400.00	32,758,875.00	0.00	0.00	0.00	0.00	0.00	0.00	32,761,275.00	32,604,145.93	0.00	157,129.07
	799,512.37	128,814,836.00	1,872,775.00	385,352.00	0.00	500,000.00	0.00	0.00	132,352,275.37	129,001,898.31	2,197,122.36	1,153,254.70
SEWER SYSTEM												
Personal Services	0.00	416,740.00	0.00	0.00	0.00	0.00	0.00	0.00	416,740.00	400,141.12	2,500.00	14,098.88
Other Expenses	151,559.47	1,715,955.00	0.00	360,000.00	0.00	0.00	0.00	0.00	2,227,514.47	1,264,712.41	103,824.00	858,978.06
	151,559.47	2,132,695.00	0.00	360,000.00	0.00	0.00	0.00	0.00	2,644,254.47	1,664,853.53	106,324.00	873,076.94
WATER DEPARTMENT												
Personal Services	25,872.79	1,591,548.00	0.00	0.00	0.00	0.00	0.00	0.00	1,617,420.79	1,479,595.12	22,944.29	114,881.38
Other Expenses	188,431.74	2,288,400.00	0.00	0.00	0.00	0.00	0.00	0.00	2,476,831.74	676,096.75	177,995.33	1,622,739.66
	214,304.53	3,879,948.00	0.00	0.00	0.00	0.00	0.00	0.00	4,094,252.53	2,155,691.87	200,939.62	1,737,621.04
TOTAL ENTERPRISE	365,864.00	6,012,643.00	0.00	360,000.00	0.00	0.00	0.00	0.00	6,738,507.00	3,820,545.40	307,263.62	2,610,697.98
GRAND TOTAL	1,165,376.37	134,827,279.00	1,872,775.00	725,352.00	0.00	500,000.00	0.00	0.00	139,090,782.37	132,822,443.71	2,504,385.98	3,763,952.68

**Town of Andover
General Fund Special Articles
June 30, 2012**

ARTICLE NUMBER	ARTICLE TITLE	CONTINUED APPROPRIATION	OTHER ACCOUNTS	APPROPRIATION	TRANS FROM OTHER	TOTAL AVAILABLE	EXPENDED	OFU	ENCUMB	CONTINUED APPROPRIATION
ANNUAL	UNPAID BILLS	0.00				0.00				0.00
ANNUAL	FIREWORKS FUND	12,000.00				12,000.00	12,000.00			0.00
		12,000.00	0.00	0.00	0.00	12,000.00	12,000.00	0.00	0.00	0.00
ART 57, 1995	WETLAND BYLAW	1,461.19				1,461.19				1,461.19
		1,461.19	0.00	0.00	0.00	1,461.19	0.00	0.00	0.00	1,461.19
ART 39, 2005	ELDERLY DISABLED TRANSPORT	477.16				477.16	477.16			0.00
ART 16, 2006	ELDERLY DISABLED TRANSPORT	0.00				0.00				0.00
ART 21, 2008	ELDERLY DISABLED TRANSPORT	60.50				60.50	60.50			0.00
ART 28, 2009	ELDERLY DISABLED TRANSPORT	7,291.00				7,291.00	4,324.00			2,967.00
ART 22, 2010	ELDERLY DISABLED TRANSPORT (T)	10,249.50				10,249.50	2,914.34			7,335.16
				12,000.00		12,000.00				12,000.00
		18,078.16	0.00	12,000.00	0.00	30,078.16	7,776.00	0.00	0.00	22,302.16
TOTAL GENERAL FUND		31,539.35	0.00	12,000.00	0.00	43,539.35	19,776.00	0.00	0.00	23,763.35

**TOWN OF ANDOVER, MASSACHUSETTS
BALANCE SHEET
June 30, 2012**

	GENERAL FUND	ENTERPRISE		CAPITAL PROJECT	SPECIAL REVENUE	INTERNAL SERVICE FD	EXPENDABLE TRUST	LT DEBT	GRAND TOTAL
		WATER	SEWER						
ASSETS									
Cash and Equivalents	12,793,111.63	2,434,661.71	2,145,653.51	8,810,741.93	7,548,032.33	1,123,069.20	8,733,534.24		43,588,804.55
Property Taxes									
Personal Property	72,879.18								72,879.18
Real Estate	1,791,449.29								1,791,449.29
Motor Vehicle Excise	872,459.48								872,459.48
User Fees		842,930.72	821,710.82						1,664,641.54
Special Assessments	21,969.24		10,435,481.22						10,457,450.46
Tax Liens	1,302,119.50	20,952.94	10,973.83						1,334,046.27
Deferred Tax	190,263.18		801,579.89						991,843.07
Tax Foreclosure	250,160.38								250,160.38
Due from other Governments	86,962.49				68,120.00				155,082.49
Other Receivables	366,390.32				100,363.00				466,753.32
Total Cash & Receivables	17,747,764.69	3,298,545.37	14,215,399.27	8,810,741.93	7,716,515.33	1,123,069.20	8,733,534.24	0.00	61,645,570.03
Bonds Authorized (MEMORANDUM ONLY)									
Bonds Authorized								71,307,000.00	71,307,000.00
Bonds Authorized/Unissued								(71,307,000.00)	(71,307,000.00)
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Assets									
Amounts to be Provided for:									0.00
Long Term Debt	0.00							83,968,983.00	83,968,983.00
Total Assets	17,747,764.69	3,298,545.37	14,215,399.27	8,810,741.93	7,716,515.33	1,123,069.20	8,733,534.24	83,968,983.00	145,614,553.03
LIABILITIES AND RESERVES									
Warrants Payable	464,302.62	56,487.02	2,974.92	89,190.73	501,137.76	7,754.10			1,121,847.15
Accrued Payroll	3,493,603.84				17,304.72				3,510,908.56
Property Taxes Paid in Advance	157,876.00								157,876.00
Liabilities Due Depositors	272,162.59		9,174.14						281,336.73
Accrued Payroll Withholdings	0.00								0.00
Reserve for Abatements	1,914,035.54								1,914,035.54
Deferred Revenue	2,795,382.76	863,883.66	12,069,745.76		100,363.00				15,829,375.18
Bond Anticipation Notes Payable	0.00			2,000,000.00					2,000,000.00
Repayment of Long Term Debt	0.00							83,968,983.00	83,968,983.00
Total Liabilities	9,097,363.35	920,370.68	12,081,894.82	2,089,190.73	618,805.48	7,754.10	0.00	83,968,983.00	108,784,362.16
Fund Balances									
Unreserved	6,411,838.40	2,149,845.07	1,692,790.45	226,573.90	7,097,709.85	1,115,315.10	8,733,534.24		27,427,607.01
Reserved for:									
Continued Appropriations	23,763.35								23,763.35
Encumbrances	2,197,122.16	200,939.62	106,324.00	6,494,977.30					8,999,363.08
FB Reserve for Expenditures	0.00	27,390.00	334,390.00						361,780.00
Reserve for Debt Service - Premium Amoi	17,677.43								17,677.43
FB Designated for Snow Overdraft	0.00								0.00
FB Designated	0.00								0.00
Total Fund Balances	8,650,401.34	2,378,174.69	2,133,504.45	6,721,551.20	7,097,709.85	1,115,315.10	8,733,534.24	0.00	36,830,190.87
Total Liab. & Fund Balance	17,747,764.69	3,298,545.37	14,215,399.27	8,810,741.93	7,716,515.33	1,123,069.20	8,733,534.24	83,968,983.00	145,614,553.03

TOWN OF ANDOVER, MASSACHUSETTS
 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS
 FOR THE FISCAL YEAR ENDING 6/30/2012

	General Fund	Water Enterprise	Sewer Enterprise	Proprietary Fund Type Capital Projects	Special Revenue	Internal Service	Fund Type Expendable Trust	Total (Memorandum Only)
Revenues:								
Motor Vehicle Excise	4,471,695.18							4,471,695.18
Other Excise	1,870,313.53							1,870,313.53
Penalties and Interest on Taxes and Excises	416,902.20							416,902.20
Payments in Lieu of Taxes	167,512.83							167,512.83
Fees	101,250.80							101,250.80
Charges for Services - Water	0.00	6,377,399.86						6,377,399.86
Charges for Services - Sewer	0.00		3,233,429.18					3,233,429.18
Departmental Revenue - School	298,681.09							298,681.09
Departmental Revenue - Library	14,082.70				6,027,286.37			6,041,369.07
Other Departmental Revenue (dist to non recurring)	985,178.86	199,284.72	11,864.12					1,196,327.70
Utility Liens	0.00	115,921.13	72,906.57					188,827.70
Licenses and Permits	1,585,227.97							1,585,227.97
Special Assessments	16,396.20		1,657,887.32					1,674,283.52
Fines and Forfeits	427,602.00							427,602.00
Investment Income	37,862.62	4,295.08	4,530.13		2,818.02	2,699.78	204,921.60	257,127.23
Other	0.00							0.00
Intergovernmental	10,333,550.96			1,556,234.00				11,889,784.96
Real/Personal Property Taxes	108,316,174.30							108,316,174.30
Tax Titles	265,354.24							265,354.24
Offset	0.00							0.00
DCS	529,396.40							529,396.40
Elder Services	129,623.97							129,623.97
Rentals	69,643.84							69,643.84
Off Duty Admin Fee	71,528.33							71,528.33
Cemetery Internment Fees	63,906.00							63,906.00
Ambulance Fees	1,081,508.35							1,081,508.35
Trust Fund and other	0.00	44,734.47			11,344,136.62	5,096,107.64	49,863.55	16,534,842.28
	<u>131,253,392.37</u>	<u>6,741,635.26</u>	<u>4,980,617.32</u>	<u>1,556,234.00</u>	<u>17,374,241.01</u>	<u>5,098,807.42</u>	<u>254,785.15</u>	<u>167,259,712.53</u>
Expenditures								
General Government	6,833,746.78				5,768,134.91			12,601,881.69
Community Service	1,628,752.72							1,628,752.72
Municipal Maintenance	4,498,558.62			8,100,107.55				12,598,666.17
Public Safety	13,980,061.50							13,980,061.50
Water Enterprises	0.00	2,806,594.99						2,806,594.99
Sewer Enterprise	0.00		2,893,686.65					2,893,686.65
Public Works	4,592,738.68							4,592,738.68
Library	2,390,691.46							2,390,691.46
School	62,937,479.62				9,440,955.64			72,378,435.26
Insurance	827,013.00							827,013.00
Health Insurance	0.00							0.00
Debt Service	11,956,478.93							11,956,478.93
Unemployment Comp	0.00							0.00
Retirement	4,921,151.00							4,921,151.00
State and County Assessments	2,433,163.00							2,433,163.00
Other	0.00					19,538,693.28	15,369.98	19,554,063.26
	<u>116,999,835.31</u>	<u>2,806,594.99</u>	<u>2,893,686.65</u>	<u>8,100,107.55</u>	<u>15,209,090.55</u>	<u>19,538,693.28</u>	<u>15,369.98</u>	<u>165,563,378.31</u>
Other Financing Sources (Uses)								
Long Term Bond Issuance				6,241,000.00				6,241,000.00
Health Insurance Appropriation	(14,355,000.00)					14,355,000.00		0.00
Art 05, 2010 2012 Capital Projects	(1,246,400.00)			1,246,400.00				0.00
Unemployment Insurance	(100,000.00)					100,000.00		0.00
Water Enterprise Indirects	3,172,014.00		(3,172,014.00)					0.00
Sewer Enterprise Indirects	2,343,322.00	(2,343,322.00)						0.00
Off Street Parking Fees	287,264.00				(287,264.00)			0.00
Wetland Filing Fees	24,000.00				(24,000.00)			0.00
Cemetery Perpetual Cares	0.00			15,000.00			(15,000.00)	0.00
Insurance Claims >20K	0.00				(24,694.00)		24,694.00	0.00
	<u>(9,874,800.00)</u>	<u>(2,343,322.00)</u>	<u>(3,172,014.00)</u>	<u>7,502,400.00</u>	<u>(335,958.00)</u>	<u>14,455,000.00</u>	<u>9,694.00</u>	<u>6,241,000.00</u>
Excess (Deficiency) of Revenues over (Under) expenditures and other Financing Sources (Uses)	<u>4,378,757.06</u>	<u>763,026.27</u>	<u>(256,391.33)</u>	<u>958,526.45</u>	<u>1,829,192.46</u>	<u>15,114.14</u>	<u>249,109.17</u>	<u>7,937,334.22</u>
Fund Balance July 1, 2011	4,271,644.26	1,615,148.42	2,389,895.78	5,763,024.75	5,268,517.39	1,100,200.96	8,484,425.07	28,892,856.65
Fund Balance June 30, 2012	<u>8,650,401.34</u>	<u>2,378,174.69</u>	<u>2,133,504.45</u>	<u>6,721,551.20</u>	<u>7,097,709.85</u>	<u>1,115,315.10</u>	<u>8,733,534.24</u>	<u>36,830,190.87</u>

Town of Andover
Capital Projects Fund

Fiscal Year Ending June 30, 2012

DESCRIPTION	07/01/11 Balance	ENCUMB	LTBOND PROCEEDS	OFU(S)	TOTAL AVAILABLE	TOTAL EXP	ENCUMB	30-Jun-12 Balance
ART 44 96 MID SCH ROOF ROOF	65.42				65.42			65.42
ART 09 00 MIDDLE ELEM SCHOOL	16,219.56				16,219.56	9,875.00		6,344.56
ART 11 05 SCHOOL BUILDING REP/IMP	10,765.51	23,517.40			34,282.91	21,926.57	3,652.40	8,703.94
ART 17 06 SCHOOL ROOF REPLACEMENTS	0.00				0.00	-9,304.00		9,304.00
ART 46 06 SCHOOL HVAC REPLACEMENTS	13.87				13.87			13.87
ART 9-1 07 BANCROFT/WEST EL	0.00	19,530.98			19,530.98	19,530.98		0.00
ART 15 07 SCHOOL ROOF REPLACE	0.00				0.00	-1,320.00		1,320.00
ART 28 07 SCHOOL BUILDING MAINTENANCE	29,740.98	9,764.00			39,504.98	38,673.74		831.24
ART 29 08 LOVELY FIELD RENOVATIONS	842.00				842.00			842.00
ART 27, 08 SCHOOL BLDG MAINT/RENOV	63,709.76	4,135.44			67,845.20	3,856.55	356.08	63,632.57
ART 56 09 SCHOOL BLDG MAINT/REPAIR	104,860.06	22,636.95			127,497.01	-14,336.08	25,745.03	116,088.06
ART 58 09 VET'S WAR MEMORIAL AUDITORIUM	0.00	26,596.40			26,596.40	26,596.40		0.00
ART 41 10 SCHOOL MAINT & RENOVATION	-304,132.70	415,946.01	525,000.00		636,813.31	326,893.54	115,637.68	194,282.09
ART 16 11 SCHOOL BLDG MAINT/RENOV	-23,000.00	23,000.00	925,000.00		925,000.00	483,741.33	44,858.19	396,400.48
ART 17 11 WEST MIDDLE GREEN REPAIRS	290,407.00		655,000.00	451,206.00	1,396,613.00	1,362,441.62	150,699.66	-116,528.28
TOTAL SCHOOL	189,491.46	545,127.18	2,105,000.00	451,206.00	3,290,824.64	2,268,575.65	340,949.04	681,299.95
BANCROFT REPLACEMENT								
ART 59 09 FEASIBILITY STUDY BANCROFT SCH	-172,427.19		162,000.00	<u>43,909.00</u>	33,481.81	17,451.64		16,030.17
STM 3 10 BANCROFT SCHOOL REPLACE	-3,324,872.08	2,527,765.00		<u>1,061,119.02</u>	264,011.94	1,942,046.46	5,458,745.75	-7,136,780.27
	-3,497,299.27	2,527,765.00	162,000.00	1,105,028.02	297,493.75	1,959,498.10	5,458,745.75	-7,120,750.10
STM 2A 2011 YOUTH CENTER					0.00			0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ART 5 2004 2005 CIP (Effective 07/01/2004)	0.01				0.01			0.01
ART 5 2006 2007 CIP (Effective 07/01/2006)	1,820.28				1,820.28	-863.00	2,683.27	0.01
ART 5 2007 2008 CIP (Effective 07/01/2007)	46,408.60	3,903.44			50,312.04	9,023.50	18,827.51	22,461.03
ART 8 2008 2009 CIP (Effective 07/01/2008)	127,249.48	52,926.63			180,176.11	53,754.78	2,129.00	124,292.33
ART 5 2009 2010 CIP (Effective 07/01/2009)	292,714.39	46,297.00			339,011.39	137,333.10	61,369.15	140,309.14
ART 5 2010 2011 CIP (Effective 07/01/2010)	698,947.13	30,934.00			729,881.13	359,072.78	55,212.22	315,596.13
ART 5 2011 2012 CIP (Effective 07/01/2011)				1,246,400.00	1,246,400.00	465,280.34	141,114.44	640,005.22
	1,167,139.89	134,061.07	0.00	1,246,400.00	2,547,600.96	1,023,601.50	281,335.59	1,242,663.87
ART 31 98 SEWER PLANS- SO	188,964.13				188,964.13			188,964.13
ART 34 98 SEWER PLN ROGERS	32,528.44				32,528.44			32,528.44
ART 42 99 ROGERS BROOK SEWER	26,516.30				26,516.30			26,516.30
ART 41 99 SEWER CONST MAIN ST	84,744.96				84,744.96			84,744.96
ART 44-3 02 SANITARY SEWER INFILTRATION	148,162.98	1,936.80			150,099.78	104,185.19		45,914.59
ART 25 04 SEWER METER	0.00	73,530.19			73,530.19			73,530.19
ART 2A 04 SOUTH MAIN STREET AREA SEWER	341,844.44				341,844.44			341,844.44
ART 33 06 REPAIR/REPLACE SANITARY SEWER	24,089.77				24,089.77			24,089.77
ART 36 07 DASCOMB/OSGOOD SEWER	45,257.64				45,257.64			45,257.64
ART 41 07 KIRKLAND ST SEWER (BETTERMENTS)	39,702.65				39,702.65			39,702.65
ART 64 07 SHAWSHEEN PUMP STATION	167,489.14				167,489.14	25,993.58	2,800.00	138,695.56
ART 33 08 SHAWSHEEN RIVER OUTFALL SEWER	269,306.74	124,986.68			394,293.42	66,195.56		328,097.86
ART 51 08 SEWER MAIN CONSTRUCTION	77,359.13				77,359.13	54,513.42	130,000.00	-107,154.29

Town of Andover
Capital Projects Fund

Fiscal Year Ending June 30, 2012

DESCRIPTION	07/01/11 Balance	ENCUMB	LTBOND PROCEEDS	OFU(S)	TOTAL AVAILABLE	TOTAL EXP	ENCUMB	30-Jun-12 Balance
Art 32 10 SEWER MAIN CONST & RECONST	0.00				0.00			0.00
Art 46 10 SEWER LINE EXT LINCOLN ST	-503.38		225,000.00		224,496.62	152,856.75		71,639.87
TOTAL SEWER	1,445,462.94	200,453.67	225,000.00	0.00	1,870,916.61	403,744.50	132,800.00	1,334,372.11
ART 32-2 00 CONSERV MAINT/IMP	9,204.76				9,204.76	951.70		8,253.06
ART 12 01 LAND ACQ LOWELL JCT ROAD	83,298.96	3,156.00			86,454.96	7,194.10	3,156.00	76,104.86
ART 23 02 CONSERVATION FUND	51,945.84				51,945.84	1,162.20		50,783.64
ART 55 10 LAND - FOSTERS POND (SEE STM 1 2010)	-26.40				-26.40	26.40		-52.80
TOTAL CONSERVATION	144,423.16	3,156.00	0.00	0.00	147,579.16	9,334.40	3,156.00	135,088.76
ART 44 99 LANDFILL CLOSURE	-619,883.69		800,000.00		180,116.31	73,459.50		106,656.81
ART 43 06 LANDFILL CAP LEDGE ROAD	89,900.00	5,963.90			95,863.90		5,963.90	89,900.00
ART 31 08 LEDGE ROAD LANDFILL CLOSURE	0.00				0.00			0.00
TOTAL LAND FILL STUDY	-529,983.69	5,963.90	800,000.00	0.00	275,980.21	73,459.50	5,963.90	196,556.81
ART 74 99 MAIN ST STREETScape	93,708.77	0.00			93,708.77	5,056.00		88,652.77
ART 48 02 MAIN ST IMPROVEMENTS	19,003.90				19,003.90			19,003.90
TOTAL OTHER	112,712.67	0.00	0.00	0.00	112,712.67	5,056.00	0.00	107,656.67

Fiscal Year Ending June 30, 2012

DESCRIPTION	07/01/11 Balance	ENCUMB	LTBOND PROCEEDS	OFU(S)	TOTAL AVAILABLE	TOTAL EXP	ENCUMB	30-Jun-12 Balance
ART 27 96 REPAINT WATER	37,862.97				37,862.97			37,862.97
ART 30 00 WATER MAIN DISTRIBUTION	3,308.41				3,308.41			3,308.41
ART 18 03 WATER STORAGE TANK REHAB	80,000.00				80,000.00			80,000.00
ART 20 03 WATER PLANT IMPROVEMENTS	438,676.17	1,247.00			439,923.17	5,373.69	11,546.00	423,003.48
ART 25 04 WATER METERS	4,506.45				4,506.45	2,574.89		1,931.56
ART 36 05 WATER DISTRIBUTION IMPROVEMENTS	162.03	42,900.00			43,062.03		42,900.00	162.03
ART 55 05 HAGGERTS/FISHBROOK SALT ST	-0.02				-0.02			-0.02
ART 31 06 WATER MAIN REPLACEMENT	0.00	392,230.42			392,230.42	317,310.91		74,919.51
ART 32 06 WATER METERS	209,318.28				209,318.28			209,318.28
ART 35 07 WATER VEHICLE REPLACEMENT	0.00				0.00			0.00
ART 46 07 WATER DISTRIBUTION	454,211.02	40,023.08			494,234.10	278,751.69		215,482.41
ART 47 07 WATER PLANT PUMPS	31,760.05	4,767.00			36,527.05	32,129.47		4,397.58
ART 29 09 WATER MAIN CONST/RECONST	98,824.00				98,824.00			98,824.00
ART 30 09 WATER SUPPLY IMPROVEMENTS	250,000.00				250,000.00	6,891.93	3,100.70	240,007.37
ART 65 09 WATER PLANT ROOF REPLACE	163,332.19				163,332.19			163,332.19
ART 31 10 WATER MAIN COST & RECONST	0.00				0.00			0.00
ART 33 10 WATER PLANT GAC REPLACE	16,900.00	95,360.00	400,000.00		512,260.00	414,220.00		98,040.00
ART 34 10 WATER PLANT HVAC & EQUIP	-3,896.00		250,000.00		246,104.00			246,104.00
ART 42 11 WATER MAIN CONST/RECONST	0.00				0.00			0.00
ART 44 11 VARIABLE SPEED UMP	59,099.95				59,099.95			59,099.95
118 TOTAL WATER	1,844,065.50	576,527.50	650,000.00	0.00	3,070,593.00	1,057,252.58	57,546.70	1,955,793.72
ART 32 01 TOWN/SCHOOL PROJECTS	2,215.22				2,215.22			2,215.22
ART 33-5 01 WEST FIRE STATION - LONG TERM	30,514.13				30,514.13			30,514.13
ART 28-1 02 TOWN BUILDING IMPROVEMENTS	15,175.57				15,175.57	10,000.80		5,174.77
ART 32 04 SENIOR CTR PLANS	1,715.75				1,715.75			1,715.75
ART 46 06 TOWN HVAC REPLACEMENT	2,812.75	2,300.00			5,112.75	5,112.75		0.00
ART 48 06 LAND TRANSFER BUXTON CT	200.00				200.00			200.00
ART 27 07 TOWN BLDG RENOVATION	4,992.29		100,000.00		104,992.29	20,251.13		84,741.16
ART 51 07 ACQ BLANCHARD ST	30,866.78				30,866.78	2,099.75		28,767.03
ART 44 08 WM WOOD MEMORIAL	3,902.43	3,950.00			7,852.43	3,950.00		3,902.43
ART 49 08 PARKS & GROUNDS BUILDING	276,691.00				276,691.00			276,691.00
ART 28 08 TOWN BLDG RENOVATION	39,308.57	11,900.00			51,208.57	44,070.13		7,138.44
ART 36 08 FIRE DPW VEHICLES	7,761.00				7,761.00			7,761.00
ART 16 09 TOWN YARD LEWIS T	507.50				507.50			507.50
ART 17 09 CAMPENILLI DRIVE (RIGHT OF REFUSAL)	27,255.00				27,255.00			27,255.00
ART 18 09 SITE EVALUATION TOWN YARD	20,000.00				20,000.00	3,338.38		16,661.62
ART 34 09 B'VALLE FIRE REPLACEMENT	-15,750.00		100,000.00		84,250.00	3,384.76		80,865.24
ART 55 09 TOWN BLDG MAINT/IMPROVE	47,138.88	11,747.35			58,886.23	39,310.31	1,223.59	18,352.33
ART 57 09 BLANCHARD ST BALLFIELDS	30,044.57		325,000.00		355,044.57	334,757.67	12,446.08	7,840.82
ART 42 10 TOWN BLDG MAINTENANCE	-76,189.54	36,768.00	163,000.00		123,578.46	71,865.08	7,446.15	44,267.23
ART 34 11 TOWN BUILDING MAINTENANCE	-38,450.00	38,450.00	500,000.00		500,000.00	179,278.62	138,758.16	181,963.22
ART 18 11 MUNICIPAL SERVICE FACILITY	35,000.00				35,000.00			35,000.00
ART 21 11 RENEWABLE ENERGY FACILITY	25,000.00				25,000.00	25,000.00		0.00
ART 38 11 SPRING GROVE MAINT	31,000.00			15,000.00	46,000.00	2,200.00		43,800.00
TOTAL MUNI BUILDING	501,711.90	105,115.35	1,188,000.00	15,000.00	1,809,827.25	744,619.38	159,873.98	905,333.89

Town of Andover
Capital Projects Fund

Fiscal Year Ending June 30, 2012

DESCRIPTION	07/01/11 Balance	ENCUMB	LTBOND PROCEEDS	OFU(S)	TOTAL AVAILABLE	TOTAL EXP	ENCUMB	30-Jun-12 Balance
ART 46-3 99 TOWN CAPITAL	575.94				575.94			575.94
ART 88 99 IMPROVE ESSEX/PEARSON	3,500.00				3,500.00			3,500.00
ART 83 99 SALEM ST SIDEWALK	46,482.27				46,482.27			46,482.27
ART 64 98 SIDEWALK IMP	213.22				213.22	213.22		0.00
ART 54 00 LINCOLN CIRCLE/LILLIAN TER	9,673.99				9,673.99			9,673.99
ART 66 00 SIDEWALK RESTORATION	44,333.77				44,333.77	36,345.99	1,053.56	6,934.22
ART 70 00 SIDEWALK CHESTNUT ST	71,174.95				71,174.95			71,174.95
ART 22 01 SIDEWALK CROSS HIGH PLAIN	10,427.37				10,427.37			10,427.37
ART 28 01 ACQ SMITHSHIRE EST	56,946.18				56,946.18			56,946.18
ART 33-1 01 GIS	106.79				106.79			106.79
ART 44-1 02 HYDRANT REPLACEMENT	632.54				632.54			632.54
ART 44-2 02 GIS	36,676.21				36,676.21	2,102.20		34,574.01
ART 33 05 MORAINES ST	6,152.90				6,152.90			6,152.90
ART 51 05 SIDEWALK RECONSTRUCTION	53,311.06				53,311.06			53,311.06
ART 38 07 ACQUIRE GRANLI DRIVE	1,838.58				1,838.58	184.74		1,653.84
ART 39 07 PEDESTRIAN FOOT BRIDGE	15,000.00				15,000.00			15,000.00
ART 22 07 BRIDGE REPAIRS	0.00	24,144.35			24,144.35		24,144.35	0.00
ART 2A 07 ACQ 16 PEARSON ST	9,949.87	2,265.00			12,214.87			12,214.87
ART 3A 07 ACQ 18 PEARSON ST	-0.33	480.00			479.67		480.00	-0.33
ART 4A 07 ACQ 37 PEARSON ST	27,393.41				27,393.41			27,393.41
ART 32 08 BRIDGE REPAIRS	25,861.47	28,369.00			54,230.47	7,183.77	28,369.00	18,677.70
ART 52 10 REPAIRS TO PUBLIC WAYS	15,634.44				15,634.44			15,634.44
ART 50 08 STORM DRAINAGE IMPROVEMENTS	66,553.74				66,553.74	45,122.50		21,431.24
ART 24 11 TOWN BRIDGE EVAL/REPAIR	0.00		100,000.00		100,000.00	8,800.00		91,200.00
ART 25 11 PEARSON ST PARKING LOT	0.00		85,000.00		85,000.00	82,332.80		2,667.20
ART 26 11 HIGHPLAIN @ FISH BROOK	0.00		75,000.00		75,000.00	68,360.57	559.43	6,080.00
ART 33 11 STORM DRAINAGE IMPROVE	0.00		200,000.00		200,000.00	62,319.45		137,680.55
TOTAL ROAD/STORM DRAIN	502,438.37	55,258.35	460,000.00	0.00	1,017,696.72	312,965.24	54,606.34	650,125.14
ART 56 97 PUBLIC SAFETY	23.46				23.46			23.46
ART 47 99 PUB SAF ANTENNAS	3,920.50				3,920.50			3,920.50
ART 10-1 02 PUBLIC SAFETY ADDL CONTINGENCY	355.01				355.01			355.01
ART 34-3 02 REVERSE 911	726.30				726.30			726.30
ART 30 10 FIRE RESCUE AMBULANCE	-222,544.19		225,000.00		2,455.81			2,455.81
ART 40 10 DPW VEHICLES	-126,000.00		126,000.00		0.00			0.00
ART 23 11 DPW VEHICLES	0.00		300,000.00		300,000.00	239,048.00		60,952.00
ART 43 11 WATER & SEWER VEHICLES	70,000.00				70,000.00			70,000.00
GRAND TOTAL	-273,518.92	0.00	651,000.00	0.00	377,481.08	239,048.00	0.00	138,433.08
	1,606,644.01	4,153,428.02	6,241,000.00	2,817,634.02	14,818,706.05	8,097,154.85	6,494,977.30	226,573.90

Town of Andover
Special Revenue/Grants Rollforward
Fiscal Year Ending June 30, 2012

FUND/TITLE	Balance 07/01/11	Encumbrance	Inter- Governmental	Interest	OFS	Depart- Mental	Total Available	Total Expenditures	OFU	Encumbrance	Available Balance 06/30/12
ELECTION OT GRANT	6,180.75		2,880.00				9,060.75	0.00			9,060.75
STATE GENERAL GOVERNMENT GRANTS	6,180.75	0.00	2,880.00	0.00	0.00	0.00	9,060.75	0.00	0.00	0.00	9,060.75
FY03 TRAFFIC ENFORCEMENT	-3,826.07		3,901.56				75.49	5,216.85			-5,141.36
FY03 COMMUNITY POLICING	90.19						90.19	0.00			90.19
REGIONAL EMERG RESPONSE PLAN	-202.36						-202.36	0.00			-202.36
FEMA COM EMERG MGMT	78,834.68		15,122.33				93,957.01	14,900.37			79,056.64
BULLETT VEST PARTNERSHIP	5,619.47		13,267.50				18,886.97	13,267.50			5,619.47
SETB TRAINING	658.42						658.42	0.00			658.42
STUDENT AWARE OF FIRE EDUCATION	2,989.06		6,365.00				9,354.06	5,160.12			4,193.94
RESOURCE OFFICER GLTS	0.00						0.00	0.00			0.00
FY09 REG EMERG PREPARDNESS	43,108.95		99,557.44				142,666.39	88,774.42		24,983.88	28,908.09
FEMA COM EMERG MGMT	2,500.00						2,500.00	0.00			2,500.00
FY09 911 PSAP SUPPORT	-13,430.13		48,015.09				34,584.96	78,293.55			-43,708.59
DEPARTMENT TRAINING GRANT	-9,031.84		19,968.12				10,936.28	19,077.98			-8,141.70
FY99 CFDA 97.042	-11,000.00		11,000.00				0.00	0.00			0.00
FY09 JAG	-3.12						-3.12	0.00			-3.12
COMM INNOV CHALLENGE GRANT			26,970.00				26,970.00	0.00			26,970.00
DISASTER REIMBURSEMENTS	32,348.44		22,630.47				54,978.91	48,504.99			6,473.92
ALTERNATIVE SENTENCING	300.00						300.00	0.00			300.00
STATE PUBLIC SAFETY GRANTS	128,955.69	0.00	266,797.51	0.00	0.00	0.00	395,753.20	273,195.78	0.00	24,983.88	97,573.54
CHAPTER 90	0.00		970,643.80				970,643.80	1,633,541.16			-662,897.36
PWED G-9403	0.00						0.00	0.00		55,921.65	-55,921.65
PWED	93,629.14		499.70				94,128.84	0.00			94,128.84
STATE PUBLIC WORKS GRANTS	93,629.14	0.00	971,143.50	0.00	0.00	0.00	1,064,772.64	1,633,541.16	0.00	55,921.65	-624,690.17
HEALTHY COMMUNITY	29,406.07		104,955.00				134,361.07	90,382.67		45,278.30	-1,299.90
RECYCLE INCENTIVE	25,938.79						25,938.79	0.00			25,938.79
NEW HORIZONS FOR YOUTH	980.75						980.75	0.00			980.75
FY03 COA FORMULA GRANT	-158.37					40,294.00	40,135.63	40,867.12			-731.49
LAHEY CLINIC NUTRITION GRANT	5,294.73						5,294.73	0.00			5,294.73
GREATER RIVER VALLEY MRC	2,304.51					14,285.00	16,589.51	15,763.50			826.01
ENERGY EDUCATION ELDER SERVICES	1,141.10						1,141.10	0.00			1,141.10
GREEN COMMUNITIES	120,246.75		40,082.25				160,329.00	160,299.91			29.09
D TECH ASSIST GRANT	10,128.00						10,128.00	0.00			10,128.00
CLEAN ENERGY CHOICE	1,975.70						1,975.70	0.00			1,975.70
ARTS LOTTERY COUNCIL	5,709.68					4,190.00	9,899.68	5,579.48			4,320.20
RIGHT TO KNOW	973.30						973.30	0.00			973.30
COMM CTR ELDER NUTRITION	-124.98						-124.98	0.00			-124.98
NAT ASSN CNT/CITY HEALTH OF	10,737.31		5,000.00				15,737.31	4,240.29			11,497.02
SECONDHAND SMOKE INITIATIVE	1,000.00						1,000.00	0.00			1,000.00
PUBLIC HEALTH EMERGENCY	119,470.59						119,470.59	119,470.59			0.00
LIBRARY AID CH 78 SEC 19A	103,374.04						103,374.04	112,294.96			-8,920.92
LIBRARY AID CH 139	37,910.32		35,414.24				73,324.56	0.00			73,324.56
OTHER STATE GRANTS	476,308.29	0.00	185,451.49	0.00	0.00	58,769.00	720,528.78	548,898.52	0.00	45,278.30	126,351.96

Town of Andover
Special Revenue/Grants Rollforward
Fiscal Year Ending June 30, 2012

FUND/TITLE	Balance 07/01/11	Encumbrance	Inter- Governmental	Interest	OFS	Dept- Mental	Total Available	Total Expenditures	OFU	Encumbrance	Available Balance 06/30/12
CEMETERY SALE OF LOTS FUND	5,227.33						5,227.33	0.00			5,227.33
SALE OF REAL ESTATE	18,870.00						18,870.00	548.84			18,321.16
BUILD/FIRE CODE Ch 148A, Sec 5	1,500.00					1,100.00	2,600.00	0.00			2,600.00
WETLAND FILING FEES	156,151.56					35,958.30	192,109.86	18,935.05	24,000.00		149,174.81
INSURANCE RECOVERY >20k						24,694.00	24,694.00	0.00	24,694.00		0.00
OFF STREET PARKING	64,054.94					308,929.26	372,984.20	0.00	287,264.00		85,720.20
RECEIPTS RESERVED FOR APPROPRIATION	245,803.83	0.00	0.00	0.00	0.00	370,681.56	616,485.39	19,483.89	335,958.00	0.00	261,043.50
SPED ENTITLEMENT	0.00		1,427,360.00				1,427,360.00	1,165,550.59			261,809.41
SPED ENTITLEMENT	114,028.54						114,028.54	114,028.54			0.00
EARLY CHILDHOOD ALLOCATION	0.00		23,453.52				23,453.52	23,453.52			0.00
SPED IMPROVEMENT	0.00		71,367.00				71,367.00	26,887.50		1,732.50	42,747.00
co-op services			56,247.00				56,247.00	5,732.41		49,937.59	577.00
LEP SUPPORT			17,208.00				17,208.00	3,984.85			13,223.15
TITLE III LEP SUPPORT 180	1,001.28		18,695.00				19,696.28	13,291.28			6,405.00
CIRCUIT BREAKER	121,755.00		2,348,028.00				2,469,783.00	1,114,389.72			1,355,393.28
DRUG FREE SCHOOLS	0.00						0.00	0.00		2,254.98	-2,254.98
TITLE I READING	17,244.20						17,244.20	17,244.20			0.00
TITLE 1	0.00		175,560.00				175,560.00	158,873.65		5,401.10	11,285.25
PROFESSIONAL DEVELOPMENT	0.00		96,359.00				96,359.00	45,254.39		2,300.00	48,804.61
PROF DEB TEACHER QUALITY 140	22,833.20						22,633.20	22,633.20			0.00
ACADEMIC SUPPORT	0.00		11,700.00				11,700.00	9,716.08			1,983.92
ACADEMIC SUPPORT	-1,910.00		1,910.00				0.00	0.00			0.00
MCAS Summer Success	0.00		5,000.00				5,000.00	5,000.00			0.00
COOP SER DIGITAL	0.00		49,442.00				49,442.00	12,660.00		24,760.02	12,021.98
CAROL WHITE PHYS ED	0.00		206,409.09				206,409.09	208,159.09		8,985.50	-10,735.50
CAROL WHITE PHYS ED	-39,641.71		57,073.91				17,432.20	17,432.20			0.00
ESSENTIAL SCHOOL HEALTH SERV	2,068.28						2,068.28	2,068.28			0.00
ESSENTIAL SCHOOL HEALTH SERV YR 2	0.00		103,320.00				103,320.00	99,284.03		767.34	3,268.63
ARRA - IDEA 760	317.60						317.60	317.00			0.60
EDUCATION JOBS GRANT	0.00		549,894.00				549,894.00	513,370.16			36,523.84
REVOLVING FUNDS EDUCATION	237,496.39	0.00	5,219,026.52	0.00	0.00	0.00	5,456,522.91	3,579,330.69	0.00	96,139.03	1,781,053.19
CH44 SEC 53E 1/2 LEGAL NOTICES	206.10					15,376.60	15,582.70	1,439.94			14,142.76
CH44 SEC 53E 1/2 DCS REVOLVING	314,926.16					450,970.28	765,896.44	428,612.68			337,283.76
CH44 SEC 53E 1/2 YOUTH SERVICES	28,658.98					379,339.39	407,998.37	303,840.41			104,157.96
CH44 SEC 53E 1/2 ELDER SERVICES	167,505.22					150,076.24	317,581.46	195,179.18		658.75	121,743.53
CH44 SEC 53E 1/2 TITLE V HEALTH CLINICS	25,152.53					56,725.80	81,878.33	36,749.15			45,129.18
CH44 SEC 53E 1/2 LIBRARY AUDIO/VISUAL	8,336.78					2,580.00	10,916.78	10,916.78			0.00
CH44 SEC 53E 1/2 FIELDS REVOLVING	52,401.09					80,810.00	133,211.09	64,066.33		10,000.00	59,144.76
CH44 SEC 53E 1/2 POLICE ANTENNEA	30,308.97					3,401.82	33,710.79	0.00		16,852.70	16,858.09
CH44 SEC 53E 1/2 BALD HILL COMP	49,071.46					20,706.35	69,777.81	7,344.08		14,800.00	47,633.73
CH44 SEC 53E 1/2 DPW CRT/HHW	32,943.55					3,417.89	36,361.44	3,133.72			33,227.72
CH44 SEC 53E 1/2 FIRE	27,444.98					49,831.73	77,276.71	6,617.00			70,659.71
REVOLVING CHAPTER 44 53 E 1/2	736,955.62	0.00	0.00	0.00	0.00	1,213,236.10	1,950,191.92	1,057,899.27	0.00	42,311.45	849,981.20

Town of Andover
Special Revenue/Grants Rollforward
Fiscal Year Ending June 30, 2012

FUND/TITLE	Balance 07/01/11	Encumbrance	Inter- Governmental	Interest	OFS	Depart- Mental	Total Available	Total Expenditures	OFU	Encumbrance	Available Balance 06/30/12
ATHLETIC REVOLVING	70,420.13					375,962.89	446,383.02	413,413.03		2,763.23	30,206.76
REVOLVING FUNDS ATHLETIC	70,420.13	0.00	0.00	0.00	0.00	375,962.89	446,383.02	413,413.03	0.00	2,763.23	30,206.76
TOWN DAMAGE RESTITUTION	25,712.43						25,712.43	6,793.88			18,918.55
FRONTAGE ROAD	3,855.66						3,855.66	0.00			3,855.66
PUBLIC SAFETY DAMAGE REST	7,333.83					200.00	7,533.83	0.00			7,533.83
PUBLIC WORKS DAMAGE REST	44,588.75						44,588.75	26,842.20		29,547.00	-11,800.45
RECYCLABLE BATTERY PROGRAM	1,253.84						1,253.84	0.00			1,253.84
LOST/DAMAGED BOOKS	10,499.98					5,226.29	15,726.27	3,981.15			11,745.12
P&F DAMAGE RESTITUTION	651.90					75,051.72	75,703.62	54,971.35			20,732.27
OTHER REVOLVING FUNDS	93,896.39	0.00	0.00	0.00	0.00	80,478.01	174,374.40	92,588.58	0.00	29,547.00	52,238.82
CORPORATE GRANTS	69,360.64					58,904.04	128,264.68	104,796.11			23,468.57
AHS BAND AND CHOIR GRANTS						25,000.00	25,000.00	9,838.60			15,161.40
OTHER GIFTS AND GRANTS	8,810.67					5,000.00	13,810.67	1,908.75			11,901.92
GEMS GRANT	7,791.94						7,791.94	5,080.84		1,034.48	1,676.62
ASIZ SOCIETY GRANT						8,000.00	8,000.00	7,551.89			448.11
LEA REVOLVING						27,401.20	27,401.20	10,806.40			16,594.80
EARLY CHILDHOOD REV	140.89					132,424.04	132,564.93	126,333.58			6,231.35
SCHOOL DAMAGE Ch 55 sec 53 1/2	4,515.27					1,259.36	5,774.63	1,259.36			4,515.27
COMMUNITY A.S.K. REVOLVING	2,252.09						2,252.09	0.00			2,252.09
PARENT TO PARENT REVOLVING	18,079.04					7,800.00	25,879.04	9,633.82		1,000.00	15,245.22
ANDOVER C.A.R.E.S.	3,815.33						3,815.33	0.00			3,815.33
ALL DAY KINDERGARTEN	233,046.41					1,029,624.17	1,262,670.58	847,738.96			414,931.62
EXTRA CURRICULAR REV	62,889.18					189,099.82	251,989.00	196,369.21			55,619.79
INSTRUMENTAL MUSIC REVOLVING	11,353.22					11,445.00	22,798.22	12,000.91			10,797.31
FINE ARTS	24,406.21					86,566.54	110,972.75	79,692.66		2,053.95	29,226.14
PHYS ED REVOLVING	6,510.92					447.90	6,958.82	947.90			6,010.92
AIRS	7,538.89						7,538.89	0.00			7,538.89
LOST BOOKS	39,533.60					3,891.47	43,425.07	13,293.50		792.57	29,339.00
COLLINS CTR REVOLVING	12,641.65					178,879.00	191,520.65	184,365.74		5,755.69	1,399.22
OUTSIDE ACTIVITIES REV	89,658.85					159,561.34	249,220.19	126,018.19			123,202.00
TRANSPORTATION REVOLVING	33,694.99					415,515.00	449,209.99	358,453.66			90,756.33
COPY CENTER REVOLVING (Ch 44 Sec 53 E	785.84					5,014.39	5,800.23	0.00			5,800.23
BANCROFT GIFTS AND DONATIONS	596.77					8,000.00	8,596.77	7,008.89			1,587.88
SANBORN GIFTS AND GRANTS	10,227.05					7,600.09	17,827.14	5,292.13			12,535.01
SOUTH SCHOOL GIFTS AND GRANTS	12,226.12					5,975.00	18,201.12	2,626.42			15,574.70
WEST ELEM GIFTS AND GRANTS	0.02					498.64	498.66	498.64			0.02
HIGH PLAIN GIFTS AND GRANTS	1,134.53						1,134.53	1,038.00			96.53
WOOD HILL GIFTS AND GRANTS	11,675.77					6,374.00	18,049.77	10,714.36		990.00	6,345.41
DMS ENGINEERING GIFTS AND GRANTS	2,579.86					5,225.00	7,804.86	4,252.63		907.50	2,644.73
WEST MIDDLE GIFTS AND GRANTS	4,782.66					5,093.00	9,875.66	7,260.76			2,614.90
ANDOVER HIGH GIFTS AND GRANTS	3,845.86					18,436.00	22,281.86	4,963.08		6,125.80	11,192.98
STUDENT ACTIVITY MGL 71/47	647,970.68					1,156,128.20	1,804,098.88	1,179,618.04			625,480.64
OTHER SPECIAL REVENUE FUNDS EDUCATI	1,331,864.95	0.00	0.00	0.00	0.00	3,559,163.20	4,891,028.15	3,318,363.03	0.00	18,659.99	1,554,005.13

Town of Andover
Special Revenue/Grants Rollforward
Fiscal Year Ending June 30, 2012

FUND/TITLE	Balance 07/01/11	Encumbrance	Inter- Governmental	Interest	OFS	Depart- Mental	Total Available	Total Expenditures	OFU	Encumbrance	Available Balance 06/30/12
FOOD SERVICES	381,151.59					2,189,985.21	2,571,136.80	2,129,848.89			441,287.91
OTHER SPECIAL REVENUE FUNDS SCHOOL	381,151.59	0.00	0.00	0.00	0.00	2,189,985.21	2,571,136.80	2,129,848.89	0.00	0.00	441,287.91
VETERAN'S SERVICES GIFTS	4,842.80					2,070.00	6,912.80	0.00			6,912.80
CABLE TV COMMUNITY ACCESS	746,826.99					338,545.66	1,085,372.65	256,250.93		16,891.00	812,230.72
CABLE TV VERIZON	192,722.75					342,399.07	535,121.82	120,558.37			414,563.45
GIFT - FIREWORKS	8,052.77					3,955.09	12,007.86	2,250.00			9,757.86
SHED CONTRIBUTIONS	7,263.81						7,263.81	0.00			7,263.81
OLD TOWN HALL RESTORATION	468.78						468.78	0.00			468.78
TOWN GIFT & DONATIONS	33,949.92						33,949.92	11,788.50			22,161.42
CONSERVATION GIFT	6,693.90					575.00	7,268.90	6,393.90			875.00
CONSERVATION TRAIL ACCOUNT	94.29					2,475.21	2,569.50	1,603.45			966.05
DCS-GIFT	6,438.76					105.00	6,543.76	0.00			6,543.76
YOUTH SERVICES GIFTS/CONTRIBUTIONS	132,321.25					5,573.46	137,894.71	9,346.91			128,547.80
COA SENIOR CONNECTIONS	59,484.53					62,612.00	122,096.53	82,060.61			40,035.92
COA SCHOLARSHIPS	3,648.75						3,648.75	0.00			3,648.75
LIBRARY GIFTS & DONATIONS	40,234.51					17,171.66	57,406.17	20,163.57			37,242.60
HOME FOR THE AGED GIFT	38,686.07			1,271.99			39,958.06	0.00			39,958.06
DPW ADMIN GIFT	175.16						175.16	69.89			105.27
CHOLESTEROL SCREENING	423.63					1,000.00	1,423.63	0.00			1,423.63
BALLARDVALE HIST DIST GIFT	-74.70						-74.70	32.40			-107.10
POLICE GIFTS AND DONATIONS	6,305.23						6,305.23	0.00			6,305.23
ANDOVER HOUSING PARTNERSHIP GIFT	-2,389.00						-2,389.00	0.00			-2,389.00
LOWELL ST/SHAWSHEEN TRAFFIC MITIGATI	5,000.00						5,000.00	0.00			5,000.00
SHINGLES PREV VACCINATION	5,390.11					16,500.00	21,890.11	15,419.50			6,470.61
GIFTS FIREDEPARTMENTS	2,448.61						2,448.61	0.00			2,448.61
YOUTH FOUNDATION GIFT						400,000.00	400,000.00	450.00			399,550.00
BLANCHARD BF GIFTS AND DONATIONS						448,935.00	448,935.00	410,000.00		38,935.00	0.00
CH44 SEC 53G PEER REVIEWS	42,069.15					102,500.06	144,569.21	76,011.90			68,557.31
CH44 SEC 53G PEER ZONE						32,500.00	32,500.00	20,481.58			12,018.42
CH44 SEC 53G PEER PLANNING						11,950.00	11,950.00	4,450.00			7,500.00
TIMOTHY HORNE - GIFT AYS	158,124.98					5,071.92	163,196.90	3,329.04			159,867.86
MAIN ST UPKEEP GIFT	52,986.81			1,544.03		1,294.14	55,824.98	2,543.75			53,281.23
OTHER SPECIAL REVENUE FUNDS	1,552,189.86	0.00	0.00	2,816.02	0.00	1,795,233.27	3,350,239.15	1,043,204.30	0.00	55,826.00	2,251,208.85
	5,354,852.83	0.00	6,645,299.02	2,816.02	0.00	9,643,509.24	21,646,477.11	14,109,767.14	335,958.00	371,430.53	6,829,321.44
AGENCY ACCOUNTS											
MEALS TAX CAFETERIA	586.98					3,327.62	3,914.60	3,337.99			576.61
POLICE OFF DUTY	-77,735.50					992,113.75	914,378.25	1,014,741.25			-100,363.00
FIRE OFF DUTY	-9,560.00					48,457.50	38,897.50	42,467.50			-3,570.00
FIREARMS PERMITS	10.00					0.50	10.50	0.00			10.50
AMBULANCE AGENCY ACCOUNTS	0.00					36,914.83	36,914.83	36,901.30			13.53
MEALS TAX ELDER SERVICES	363.68					1,802.01	2,165.69	1,875.37			290.32
	-86,334.84	0.00	0.00	0.00	0.00	1,082,616.21	996,281.37	1,099,323.41	0.00	0.00	-103,042.04
	5,268,517.99	0.00	6,645,299.02	2,816.02	0.00	10,726,125.45	22,642,758.48	15,209,090.55	335,958.00	371,430.53	6,726,279.40

**TRUST-CEMETERY -SPECIAL FUNDS
IN CUSTODY OF TOWN TREASURER
YEAR ENDING JUNE 30, 2012**

FUND		PRINCIPAL	BALANCE July 1, 2011	DEPOSITS	OTHER	INCOME	DRAWN	BALANCE June 30, 2012
80001	GL 40(5B)	STABILIZATION	4,599,358.59			146,095.33		4,745,453.92
80041		C.D. WOOD	1,238,957.99			39,963.02		1,278,921.01
80051		OPEB ART 21, 2010	704,009.10			2,239.38		706,248.48
80061		ESTATE S.P. WHITE	5,766.63			44.85		16,317.15
80071		POLICE DRUG ACCOUNT	18,653.93	4,884.00		20.33	5,569.02	17,989.24
80091	C59 Acts 1998	TOWN 400TH CELEBRATION	9,743.49			311.37		10,054.86
80141		J. GREELEY	5,000.00			248.24		8,303.36
80161		MARGARET G. TOWLE	345,825.50					345,825.50
80151		MARGARET G. TOWLE	92,201.84			13,857.29	9,350.96	96,708.17
80171		JOHN CORNELL	5,000.00	1,090.00		1,788.20	450.00	57,227.03
80181		DAVID & LUCY SHAW	10,000.00			1,668.64		53,856.85
80191		W.L. RAYMOND	7,845.81			1,889.76		60,981.52
80201		A.J. LINCOLN	5,000.00			65.77		23,931.29
80211		E.I. RAYMOND	1,302.77			102.33		3,303.26
80221		TAYLOR	300.00			72.35		2,335.36
80231	GL 114(25)	SPRING GROVE	932,825.77	29,872.00		11,283.59	15,000.00	1,008,956.07
80251		SPRING GROVE FLOWERS	35,358.45			1,140.98		36,499.43
80281		EMILINE LINCOLN	1,000.00			69.68		2,249.34
80291		EMMA J. LINCOLN				-629.35		1,232.35
80301	GL 40(8C)	CONSERVATION FUND	70,433.26			2,950.91		73,384.17
80331		SMART	1,000.00			541.51		17,474.36
80341		FARRINGTON	2,080.70			66.62		2,147.32
80351		BALLARDVALE	1,452.78			46.63		1,499.41
80361		ALLEN	200.00			7.49		237.86
80391		EMS BELL LIBRARY TRUST	48,798.91	14,017.55		1,875.29		64,691.75
80411		ELDERLY TAXATION FUND	15,278.75			1,404.04		16,682.79
80421		MUNICIPAL AFFORDABLE HOUSING	41,418.72			1,255.36		42,674.08
82011		DRAPER	18,764.54			600.01		19,364.55
82021		RICHARDSON	1,000.00			54.72		1,707.66
82031		A & AV LINCOLN	1,000.00			39.38		1,278.61
82051		RAFTON (INTEREST)				598.50		598.50
82041		RAFTON (PRINCIPAL)	598.50			5,543.92		5,787.26
82061		CONROY	1,906.35			60.94		1,967.29
82071		AMERICAN LEGION	1,405.68			44.93		1,450.61
82081		CHRIS MAYNARD BOOKS	5,148.25			165.33		5,311.58
82091		HOLT	854.91			27.34		882.25
INTERNAL SERVICE FUNDS			8,484,425.07	49,863.55	0.00	229,615.60	30,369.98	8,733,534.24
GL 40(13)		INSURANCE	200,708.97	24,394.00		910.72	500.00	225,513.69
80021	GL 40(5E)	UNEMPLOYMENT COMPENSATION	160,406.64		100,000.00	267.01	217,909.24	42,764.41
80031		TOWN INSURANCE HEALTH	695,381.94	4,320,683.63	14,891,681.41	1,522.05	19,191,064.04	718,204.99
80371	GL 40(13A)	WORKERS COMPENSATION	43,703.41	214,348.60			129,220.00	128,832.01
TOTAL INTERNAL SERVICE FUNDS			1,100,200.96	4,559,426.23	14,991,681.41	2,699.78	19,538,693.28	1,115,315.10
GRAND TOTAL ALL TRUST FUNDS			9,584,626.03	4,609,289.78	14,991,681.41	232,315.38	19,569,063.26	9,848,849.34

TOWN OF ANDOVER, MASSACHUSETTS
ANALYSIS OF BONDS AUTHORIZED AND OUTSTANDING
Activity for Fiscal 2012

ARTICLE	PROJECT NAME	AUTHORIZATION July 1, 2011	NEW AUTHORIZATION	BONDING	CLOSEOUT	AUTHORIZATION June 30, 2012	12/19/12 Issue
SEWER ENTERPRISE							
ART 33 2006	REPAIR/REPLACEMENT SANITARY SEWER	150,000.00				150,000.00	150,000.00
ART 64 2007	SHAWSHEEN PUMPING STATION	550,000.00				550,000.00	200,000.00
ART 33 2008	SHAWSHEEN RIVER OUTFALL SEWER	2,200,000.00				2,200,000.00	
ART 51 2008	SEWER MAIN CONSTRUCTION & RECONST	300,000.00				300,000.00	300,000.00
ART 32 2010	SEWER MAIN CONST & RECONST	500,000.00				500,000.00	500,000.00
ART 46 2010	SEWER LINE EXT - LINCOLN ST	225,000.00		225,000.00		0.00	
ART 37 2012	SEWER INFRASTRUCTURE MAINT VEHICLE		250,000.00			250,000.00	250,000.00
		3,925,000.00	250,000.00	225,000.00	0.00	3,950,000.00	1,400,000.00
WATER ENTERPRISE							
ART 31 2010	WATER MAIN CONST & RECONST	500,000.00				500,000.00	500,000.00
ART 33 2010	WATER TREAT PLANT GAC REPLACE	700,000.00		400,000.00		300,000.00	
ART 34 2010	WATER TREAT PLANT - HVAC & EQUIP	250,000.00		250,000.00		0.00	
ART 42 2011	WATER DISTRIBUTION IMPROVEMENTS	500,000.00				500,000.00	
ART 44 2011	WTP VARIABLE SPEED PUMP (Split Funding)	440,000.00				440,000.00	100,000.00
ART 35 2012	MAJOR WATER MAIN REPLACEMENT		1,439,000.00			1,439,000.00	
ART 36 2012	WATER PLANT BACKWASH TANK		300,000.00			300,000.00	
ART 43 2012	WATER DISTRIBUTION MAINTENANCE		500,000.00			500,000.00	
		2,390,000.00	2,239,000.00	650,000.00	0.00	3,979,000.00	600,000.00
TOTAL ENTERPRISE FUNDS		6,315,000.00	2,489,000.00	875,000.00	0.00	7,929,000.00	2,000,000.00
GENERAL GOVERNMENT							
LANDFILL CLOSURE							
ART 44 1999	LANDFILL CLOSURE	1,700,000.00		800,000.00		900,000.00	
ART 31 2008	LANDFILL CLOSURE	7,370,000.00				7,370,000.00	
		9,070,000.00	0.00	800,000.00	0.00	8,270,000.00	
SCHOOL							
ART 59 2009	BANCROFT FEASIBILITY STUDY *	525,000.00		162,000.00		363,000.00	
ART 41 2010	SCHOOL BUILDING MAINTANCE *	525,000.00		525,000.00		0.00	
ART 3A 2010	BANCROFT SCHOOL PROJECT *	43,835,000.00				43,835,000.00	14,000,000.00
ART 16 2011	SCHOOL BLDG MAINTENANCE	925,000.00		925,000.00		0.00	
ART 17 2011	WEST MIDDLE SCHOOL GREEN REPAIR **	1,250,000.00		655,000.00		595,000.00	
ART 25 2012	SCHOOL BUILDING MAINTANCE *		1,000,000.00			1,000,000.00	1,000,000.00
ART 38 2012	WEST MIDDLE SCHOOL REPAIR		530,000.00			530,000.00	530,000.00
		47,060,000.00	1,530,000.00	2,267,000.00	0.00	46,323,000.00	15,530,000.00
ROAD AND DRAINAGE							
ART 32 2008	BRIDGE REPAIRS	200,000.00				200,000.00	200,000.00
ART 24 2011	TOWN BRIDGE EVALUATION AND REPAIRS	100,000.00		100,000.00		0.00	
ART 25 2011	PEARSON STREET PARKING LOT	85,000.00		85,000.00		0.00	
ART 33 2011	STORM DRAIN IMPROVEMENTS	300,000.00		200,000.00		100,000.00	100,000.00
ART 26 2011	HIGH PLAIN @ FISHBROOK DESIGN	75,000.00		75,000.00		0.00	
ART 42 2012	HIGH PLAIN @ FISHBROOK IMPROVEMENTS		1,100,000.00			1,100,000.00	1,100,000.00
		760,000.00	1,100,000.00	460,000.00	0.00	1,400,000.00	1,400,000.00
CONSERVATION AND LAND ACQUISITION							
ART 12 2001	LAND ACQUISITION LOWELL JCT RD	800,000.00				800,000.00	
ART 23 2002	CONSERVATION FUND	400,000.00				400,000.00	
ART 55 2010	CONSERVATION LAND - FOSTERS POND	260,000.00				260,000.00	
		1,460,000.00	0.00	0.00	0.00	1,460,000.00	0.00
TECHNOLOGY							
ART 22 2012	TECHNOLOGY AND INFRASTRUCTURE		2,500,000.00			2,500,000.00	2,000,000.00
		0.00	2,500,000.00	0.00	0.00	2,500,000.00	2,000,000.00
TOWN BUILDINGS							
ART 27 2007	TOWN BUILDING MAINT/IMPROVE	300,000.00		100,000.00		200,000.00	200,000.00
ART 34 2009	BALLARDVALE FIRE STATION STUDY	100,000.00		100,000.00		0.00	
ART 57 2009	BLANCHARD ST BALLFIELDS	325,000.00				325,000.00	
ART 42 2010	TOWN BLDG MAINT & RENOVATION	163,000.00		163,000.00		0.00	
ART 34 2011	TOWN BUILDING MAINT AND RENOVATION	500,000.00		500,000.00		0.00	
STM 2A, 2011	YOUTH CENTER		2,000,000.00			2,000,000.00	
ART 23 2012	TOWN PLAYGROUND REPLACEMENTS		200,000.00			200,000.00	200,000.00
ART 24 2012	TOWN BUILDING AND FACILITY MAINTENANCE		400,000.00			400,000.00	400,000.00
ART 26 2012	BALMORAL FENCE AND MASONRY		125,000.00			125,000.00	125,000.00
		1,388,000.00	2,725,000.00	1,188,000.00	0.00	2,925,000.00	925,000.00
MISCELLANEOUS							
ART 30 2010	FIRE RESCUE AMBULANCE	225,000.00		225,000.00		0.00	
ART 40 2010	DPW VEHICLES	126,000.00		126,000.00		0.00	
ART 23 2011	DPW VEHICLES	300,000.00		300,000.00		0.00	
ART 31 2012	FIRE RESCUE COMMUNICATION UPGRADES		200,000.00			200,000.00	200,000.00
ART 33 2012	DPW VEHICLES		300,000.00			300,000.00	
		651,000.00	500,000.00	651,000.00	0.00	500,000.00	200,000.00
TOTAL GENERAL GOVERNMENT		60,389,000.00	5,855,000.00	5,366,000.00	0.00	60,878,000.00	18,055,000.00
GRAND TOTAL		66,704,000.00	10,844,000.00	6,241,000.00	0.00	71,307,000.00	22,055,000.00

* = Exempt - Portion to be Reimbursed by MSBA
** = Non-Exempt - MSBA Reimb

TOWN OF ANDOVER, MASSACHUSETTS
 DETAIL DEBT SCHEDULE BY FISCAL YEAR
 JUNE 20, 2012 (ADJUSTED TO INCLUDE 12/19/2012 ISSUE)

ISSUE	ARTICLE	LOAN DATE	2013	2014	2015	2016	2017-2021	2022-2026	2027-2031	2032-2033	TOTAL
EXEMPT SCHOOL											
EXEMPT ADVANCE REFUNDING (2006)	ART 20-1, 1994	15-Jan-05	746,678.57	715,519.19	678,981.69	647,087.95	615,087.94	0.00	0.00	0.00	3,403,355.34
EXEMPT ADVANCE REFUNDING (2006)	ART 20-2, 1994	15-Jan-05	57,437.06	54,880.81	52,287.06	49,662.05	47,099.56	0.00	0.00	0.00	261,366.54
SCHOOL BONDS EXEMPT REFI	ART 19, 1999	15-Feb-10	162,412.50	158,506.25	154,287.50	144,100.00	512,900.00	0.00	0.00	0.00	1,132,206.25
BANCROFT FEASIBILITY	ART 24, 2008	15-Feb-10	78,562.50	76,218.75	0.00	0.00	0.00	0.00	0.00	0.00	154,781.25
SCHOOL BONDS -Sewer REFI	ART 9, 2000	15-Feb-10	209,267.50	202,393.75	197,162.50	190,575.00	797,600.00	0.00	0.00	0.00	1,596,998.75
SCHOOL BONDS EXEMPT REFI	ART 9, 2000	22-Dec-11	111,240.50	452,691.50	438,891.50	423,466.50	1,895,389.50	652,031.25	0.00	0.00	3,973,710.75
SCHOOL BONDS EXEMPT REFI	ART 9, 2000	1-Dec-02	356,825.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	356,825.00
ADV REF 94/95 LOANS	VARIOUS	15-Jun-03	1,120,970.00	1,068,270.00	1,014,790.00	960,120.00	0.00	0.00	0.00	0.00	4,164,150.00
BANCROFT FEASIBILITY	ART 59, 2009	22-Dec-11	16,532.50	14,312.50	14,062.50	13,762.50	63,962.50	46,659.38	27,709.42	5,081.25	202,082.55
MIDDLE/EL SCHOOL Orig	ART 9, 2000	1-Dec-05	183,443.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	183,443.75
MIDDLE/EL SCHOOL Uncalled	ART 9, 2000	19-Dec-12	8,400.00	154,000.00	148,400.00	142,800.00	0.00	0.00	0.00	0.00	453,600.00
MIDDLE/EL SCHOOL Ref'd	ART 9, 2000	19-Dec-12	26,257.50	58,350.00	58,350.00	58,350.00	1,017,375.00	770,000.00	0.00	0.00	1,988,682.50
BANCROFT SCHOOL	ART 03, 2012	19-Dec-12	0.00	1,195,366.67	1,141,000.00	1,113,000.00	5,251,750.00	4,646,250.00	3,990,875.00	1,457,750.00	18,795,991.67
TOTAL SCHOOL	017112-5741		3,078,027.38	4,150,509.42	3,898,212.75	3,742,924.00	10,201,164.50	6,114,940.63	4,018,584.42	1,462,831.25	36,667,194.35
PUBLIC SAFETY											
PUBLIC SAFETY CENTER REFI	ART 16, 1999	15-Feb-10	392,675.00	378,537.50	363,837.50	346,850.00	1,508,075.00	0.00	0.00	0.00	2,989,975.00
PUBLIC SAFETY CENTER REFI	ART 40, 2001	15-Feb-10	14,466.26	14,138.13	13,783.75	12,850.00	57,500.00	10,200.00	0.00	0.00	122,938.14
PUBLIC SAFETY CENTER REFI	ART 16, 1999	15-Feb-10	337,565.00	323,498.75	315,432.50	301,375.00	1,343,350.00	229,500.00	0.00	0.00	2,850,721.25
PUBLIC SAFETY CENTER	ART 10-1, 2002	1-Dec-05	26,968.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	26,968.75
PUBLIC SAFETY CENTER ADV REF NC	ART 10-1, 2002	19-Dec-12	1,500.00	27,500.00	26,500.00	25,500.00	0.00	0.00	0.00	0.00	81,000.00
PUBLIC SAFETY CENTER	ART 10-1, 2002	1-Dec-07	7,181.26	7,006.26	6,831.26	6,656.26	30,421.92	15,900.00	0.00	0.00	73,996.96
PUBLIC SAFETY CENTER	ART 10-1, 2002	15-Mar-09	35,986.88	35,406.76	34,799.00	34,136.00	156,717.68	132,015.64	59,712.50	0.00	488,774.46
TOTAL EXEMPT	017112-8746		816,343.15	786,087.40	761,184.01	727,367.26	3,096,064.60	387,615.64	59,712.50	0.00	6,634,374.56
TOTAL EXEMPT			3,894,370.53	4,936,596.82	4,659,396.76	4,470,291.26	13,297,229.10	6,502,556.27	4,078,296.92	1,462,831.25	43,301,568.91
PUBLIC SERVICE ENTERPRISES											
WATER DEBT											
WATER DIST IMPROVEMENT REFI	ART 24, 1996	15-Feb-10	121,800.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	121,800.00
WATER TREATMENT PLANT	ART 42, 2002	15-Dec-03	52,593.75	50,875.00	0.00	0.00	0.00	0.00	0.00	0.00	103,468.75
WATER TREATMENT PLANT	ART 42, 2002	22-Dec-11	14,480.00	14,480.00	63,730.00	62,230.00	277,250.00	137,837.50	0.00	0.00	570,007.50
WATER SYSTEM	ART 20, 2003	15-Dec-03	105,187.50	101,750.00	0.00	0.00	0.00	0.00	0.00	0.00	206,937.50
WATER SYSTEM	ART 20, 2003	15-Dec-11	37,671.50	35,147.50	131,552.50	125,507.50	579,037.50	292,281.25	0.00	0.00	1,201,197.75
WATER MAINS	ART 43, 2002	1-Dec-04	31,587.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31,587.50
WATER MAINS NON-CALLABLE	ART 43, 2002	19-Dec-12	925.00	26,387.50	25,462.50	0.00	0.00	0.00	0.00	0.00	52,775.00
WATER MAINS REFINANCED	ART 43, 2002	19-Dec-12	4,002.98	8,895.50	8,895.50	34,160.75	154,255.00	90,816.00	0.00	0.00	301,025.73
WATER SYSTEM	ART 20, 2008	15-Oct-06	78,325.00	76,325.00	74,325.00	72,325.00	332,850.00	284,887.50	51,000.00	0.00	970,037.50
WATER PLANT (WPAT)	ART 34, 2005	14-Dec-06	283,575.84	283,576.01	283,575.58	283,575.80	1,417,879.91	1,417,880.51	283,575.68	0.00	4,253,639.33
WATER PLANT (WPAT)	ART 34, 2005	15-Mar-09	38,370.97	38,370.66	38,370.10	38,371.05	191,851.99	191,852.79	115,111.70	0.00	652,299.26
WATER SYSTEM	ART 20, 2003	1-Dec-07	118,781.26	116,156.26	113,531.26	110,906.26	511,640.67	419,368.75	145,775.00	0.00	1,536,159.46
WATER SYSTEM	ART 34, 2005	1-Dec-07	80,000.00	78,250.00	76,500.00	74,750.00	345,156.25	295,906.25	104,125.00	0.00	1,054,687.50
WATER SYSTEM	ART 41, 2005	1-Dec-07	6,000.00	5,825.00	5,650.00	5,475.00	10,393.75	0.00	0.00	0.00	33,343.75
WATER SYSTEM	ART 34, 2005	15-Mar-09	23,875.00	23,350.00	22,800.00	22,200.00	42,600.00	0.00	0.00	0.00	134,825.00
WATER TREATMENT PLANT	ART 34, 2010	22-Dec-11	22,125.00	21,825.00	21,450.00	21,000.00	97,725.00	67,318.75	55,418.75	10,162.50	317,025.00
WTP GRANULAR CARBON	ART 33, 2010	22-Dec-11	51,600.00	50,800.00	49,800.00	48,600.00	223,600.00	40,800.00	0.00	0.00	465,200.00
WATER TREATMENT PLANT	ART 33, 2010	24-Feb-11	39,300.00	38,400.00	37,500.00	36,600.00	167,700.00	0.00	0.00	0.00	319,500.00
WATER MAINS	ART 31, 2010	19-Dec-12	0.00	42,691.67	40,750.00	39,750.00	187,562.50	165,937.50	142,531.26	52,062.50	671,285.43
WATER TREATMENT PLANT PUMP	ART 44, 2012	19-Dec-12	0.00	18,511.53	17,825.00	12,225.00	56,650.00	10,400.00	0.00	0.00	115,611.53
TOTAL WATER	017102-5742		1,110,201.30	1,031,616.63	1,011,717.44	987,676.36	4,596,152.57	3,415,286.80	897,537.39	62,225.00	13,112,413.49

TOWN OF ANDOVER, MASSACHUSETTS
 DETAIL DEBT SCHEDULE BY FISCAL YEAR
 JUNE 20, 2012 (ADJUSTED TO INCLUDE 12/19/2012 ISSUE)

ISSUE	ARTICLE	LOAN DATE	2013	2014	2015	2016	2017-2021	2022-2026	2027-2031	2032-2033	TOTAL
SEWER											
SEWER SO MAIN ST (Betterment) REFI	ART 41, 1999	15-Feb-10	350,060.00	338,187.50	324,837.50	314,425.00	1,401,850.00	244,800.00	0.00	0.00	2,974,160.00
SEWER FOREST HILLS (Betterment) RE	ART 13, 2000	15-Feb-10	238,053.76	230,188.13	224,433.75	211,825.00	947,750.00	163,200.00	0.00	0.00	2,015,450.64
SEWER SO MAIN ST (Betterment)	ART 41, 1999	22-Dec-11	65,843.50	261,370.00	251,320.00	242,365.00	1,099,180.00	374,775.00	0.00	0.00	2,294,853.50
SEWER SO MAIN ST (Betterment)	ART 41, 1999	1-Dec-02	203,900.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	203,900.00
SEWER ROGERS BROOK (Betterment)	ART 42, 1999	22-Dec-01	14,712.50	64,212.50	62,962.50	61,462.50	278,112.50	92,418.75	0.00	0.00	573,881.25
SEWER ROGERS BROOK (Betterment)	ART 42, 1999	1-Dec-02	50,975.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,975.00
SEWER SO MAIN ST (Betterment)	ART 41, 1999	15-Dec-03	157,781.25	152,625.00	0.00	0.00	0.00	0.00	0.00	0.00	310,406.25
SEWER SO MAIN ST (Betterment)	ART 41, 1999	22-Dec-11	50,562.50	50,462.50	198,087.50	193,437.50	864,112.50	445,668.75	0.00	0.00	1,802,331.25
SEWER ROGERS BROOK (Betterment)	ART 42, 1999	15-Dec-03	163,040.62	157,712.50	0.00	0.00	0.00	0.00	0.00	0.00	320,753.12
SEWER ROGERS BROOK (Betterment)	ART 42, 1999	22-Dec-11	59,774.50	59,321.00	211,871.00	207,071.00	1,034,073.00	611,550.00	0.00	0.00	2,183,660.50
SEWER SO MAIN ST (BET)	ART 41, 1999	1-Dec-04	126,350.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	126,350.00
SEWER SO MAIN ST (Bett) NON COLLA	ART 41, 1999	19-Dec-04	3,700.00	105,550.00	101,850.00	0.00	0.00	0.00	0.00	0.00	211,100.00
SEWER SO MAIN ST (Betterment)	ART 41, 1999	19-Dec-04	15,998.85	35,553.00	35,553.00	130,408.50	595,095.00	393,899.00	0.00	0.00	1,206,507.35
SEWER SO MAIN ST (Betterment)	ART 2A, 2004	15-Oct-06	78,325.00	76,325.00	74,325.00	72,325.00	332,850.00	284,887.50	51,000.00	0.00	970,037.50
SEWER SO MAIN ST (Betterment)	ART 41, 1999	15-Oct-06	313,917.50	305,917.50	297,917.50	299,717.50	1,336,326.25	1,139,550.00	204,000.00	0.00	3,897,346.25
SEWER SO MAIN ST (Betterment)	ART 35, 2004	1-Dec-07	101,087.50	93,900.00	91,800.00	89,700.00	414,187.50	355,087.50	124,950.00	0.00	1,270,712.50
SEWER SO MAIN ST (Betterment)	ART 41, 1999	1-Dec-07	353,293.70	360,331.20	357,018.70	348,618.70	1,521,196.64	1,302,959.28	431,396.85	0.00	4,674,815.07
SEWER SO MAIN ST (Betterment)	ART 2A, 2004	1-Dec-07	40,000.00	39,125.00	38,250.00	37,375.00	172,578.13	147,953.17	52,062.51	0.00	527,343.81
SEWER	Art 33, 2006	15-Mar-09	31,137.50	30,612.50	30,062.50	29,462.50	126,368.76	94,500.02	48,937.52	0.00	391,081.30
SEWER SHAWSHEEN OUTFALL	Art 33, 2007	15-Mar-09	124,593.76	122,625.00	120,562.50	118,312.50	549,843.76	472,500.02	244,687.52	0.00	1,753,125.06
SEWER - DASCOMB ROAD (Betterment)	Art 36, 2007	15-Mar-09	16,612.50	16,350.00	16,075.00	15,775.00	73,312.50	63,000.00	32,625.00	0.00	233,750.00
SEWER KIRKLAND ROAD (Betterment)	Art 41, 2007	15-Mar-09	22,831.26	22,437.50	22,025.00	21,575.00	89,712.50	63,000.00	32,625.00	0.00	274,206.26
SEWER SAWSHEEN PUMP STATION	Art 64, 2007	15-Mar-09	16,612.50	16,350.00	16,075.00	15,775.00	73,312.50	63,000.00	32,625.00	0.00	233,750.00
SEWER SHAWSHEEN OUTFALL	Art 33, 2008	24-Feb-11	25,781.26	25,331.26	24,881.26	24,431.26	114,506.30	99,656.30	84,562.54	0.00	399,150.18
SEWER	ART 46, 2010	22-Dec-11	21,275.00	20,975.00	20,600.00	20,150.00	74,850.00	62,218.75	55,418.75	10,162.50	285,650.00
SEWER MAINS	Art 51, 2001	24-Feb-11	17,187.50	16,887.50	16,587.50	16,287.50	76,337.50	66,437.50	56,375.00	0.00	266,100.00
SHAWSHEEN PUMPING STATION	ART 54, 2007	19-Dec-12	0.00	17,076.67	16,300.00	15,900.00	75,025.00	66,375.00	57,012.50	20,825.00	268,514.17
REPAIR SANITARY SEWER	ART 33, 2012	19-Dec-12	0.00	15,320.90	14,662.50	14,262.50	66,837.50	43,787.50	28,506.26	10,412.50	193,789.66
SEWER MAIN CONSTRUCTION	ART 51, 2008	19-Dec-12	0.00	25,615.00	24,450.00	23,850.00	112,537.50	99,562.50	85,518.76	31,237.50	402,771.26
SEWER MAIN CONSTRUCTION	ART 32, 2012	19-Dec-12	0.00	42,691.67	40,750.00	39,750.00	187,562.50	165,937.50	142,531.26	52,062.50	671,285.43
SEWER INFRASTRUCTURE VEHICLE	ART 37, 2012	19-Dec-12	0.00	43,497.36	41,875.00	35,475.00	163,950.00	0.00	0.00	0.00	284,797.36
TOTAL SEWER	017102-5743		2,663,407.46	2,746,551.19	2,675,132.71	2,599,736.96	11,781,467.84	6,916,724.04	1,764,834.47	124,700.00	31,272,554.67
TOTAL ENTERPRISE	017102-5743		3,773,608.76	3,778,167.82	3,686,850.15	3,587,413.32	16,377,620.41	10,332,010.84	2,662,371.86	186,925.00	44,384,968.16

TOWN OF ANDOVER, MASSACHUSETTS
 DETAIL DEBT SCHEDULE BY FISCAL YEAR
 JUNE 20, 2012 (ADJUSTED TO INCLUDE 12/19/2012 ISSUE)

ISSUE	ARTICLE	LOAN DATE	2013	2014	2015	2016	2017-2021	2022-2026	2027-2031	2032-2033	TOTAL
STREET											
RED SPRING ROAD BRIDGE	ART 25, 2003	1-Dec-04	46,527.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	46,527.50
RED SPRING ROAD BRIDGE NON COL	ART 25, 2003	19-Dec-12	740.00	40,740.00	0.00	0.00	0.00	0.00	0.00	0.00	41,480.00
BRIDGE CONSTRUCTION	ART 54, 2005	15-Oct-06	26,265.00	25,465.00	24,665.00	14,065.00	64,570.00	54,977.50	0.00	0.00	210,007.50
STORM DRAINS	ART 50, 2008	15-Mar-09	8,306.26	8,175.00	8,037.50	7,887.50	36,656.26	31,500.02	16,312.52	0.00	116,875.06
HIGHWAY	ART 74, 1999	15-Feb-10	57,612.50	55,893.75	0.00	0.00	0.00	0.00	0.00	0.00	113,506.25
MAIN ST DEVELOPMENT	ART 48, 2002	15-Feb-10	37,625.00	36,687.50	35,675.00	34,400.00	90,225.00	0.00	0.00	0.00	234,612.50
BRIDGE CONSTRUCTION	ART 52, 2007	24-Feb-11	8,375.00	8,225.00	8,075.00	7,925.00	37,075.00	32,125.00	22,093.76	0.00	123,893.76
BRIDGE CONSTRUCTION	ART 32, 2008	24-Feb-11	39,018.76	38,268.76	32,518.76	31,918.76	149,393.80	129,593.80	94,468.80	0.00	515,181.44
BRIDGE REPAIR	ART 24, 2011	22-Dec-11	7,837.50	7,737.50	7,612.50	7,462.50	34,887.50	31,109.38	27,709.42	5,081.25	129,437.55
PARKING LOT	ART 25, 2011	22-Dec-11	12,218.76	12,018.76	6,843.76	6,693.76	31,043.80	27,265.67	5,068.75	0.00	101,153.26
DRAINAGE	ART 33, 2011	22-Dec-11	15,675.00	15,475.00	15,225.00	14,925.00	69,775.00	62,218.75	55,418.75	10,162.50	258,875.00
DRAINAGE (HIGH PLAIN)	ART 26, 2011	22-Dec-11	16,800.00	16,500.00	16,125.00	15,675.00	15,225.00	0.00	0.00	0.00	80,325.00
SURFACE DRAIN CONSTRUCTION	ART 50, 2008	24-Feb-11	24,937.50	24,487.50	24,037.50	23,587.50	110,287.50	95,437.50	61,575.00	0.00	364,350.00
BRIDGE REPAIR	ART 32, 2008	19-Dec-12	0.00	17,076.67	16,300.00	15,900.00	75,025.00	66,375.00	57,012.50	20,825.00	268,514.17
STORM DRAINAGE	ART 33, 2012	19-Dec-12	0.00	8,538.33	8,150.00	7,950.00	37,512.50	33,187.50	28,506.26	10,412.50	134,257.09
HIGH PLAIN/FISHBROOK	ART 42, 2012	19-Dec-12	0.00	110,168.13	105,362.50	102,562.50	481,487.50	401,537.50	178,931.26	52,062.50	1,432,111.89
TOTAL STREET	017102-5744		301,938.78	425,456.90	308,627.52	290,952.52	1,233,163.86	965,327.62	547,097.02	98,543.75	4,171,107.97
MUNICIPAL FACILITIES											
PUBLIC BUILDINGS	ART 28-1, 2002	15-Dec-03	8,415.00	8,140.00	0.00	0.00	0.00	0.00	0.00	0.00	16,555.00
TOWN BUILDINGS	ART 28-1 2002	22-Dec-11	1,280.00	1,280.00	9,160.00	8,920.00	25,280.00	0.00	0.00	0.00	45,920.00
BRIDGES/BUILDINGS	ART 32, 2001	15-Dec-03	78,890.62	76,312.50	0.00	0.00	0.00	0.00	0.00	0.00	155,203.12
BRIDGES/BUILDINGS	ART 32, 2001	22-Dec-11	11,720.00	11,720.00	85,595.00	83,345.00	229,300.00	0.00	0.00	0.00	421,680.00
TOWN HVAC	ART 46, 2006	1-Dec-07	23,540.00	22,945.00	22,350.00	21,755.00	96,228.75	33,280.00	0.00	0.00	220,098.75
TOWN BUILDING RENOVATION	ART 27, 2007	15-Mar-09	22,968.76	22,575.00	22,162.50	21,712.50	100,218.76	66,012.50	21,312.50	0.00	276,962.52
TOWN BUILDING RENOVATION	ART 28, 2007	15-Mar-09	24,481.26	24,087.50	23,675.00	23,225.00	107,781.26	92,312.52	37,843.76	0.00	333,406.30
PUBLIC SAFETY (NON EXEMPT PORTIC	ART 10, 2002	15-Mar-09	6,350.62	6,248.26	6,141.00	6,024.00	27,656.06	23,296.88	10,537.50	0.00	86,254.32
TOWN BUILDINGS	ART 27, 2007	15-Feb-10	38,687.50	37,906.25	32,150.00	31,300.00	143,000.00	122,000.00	63,600.00	0.00	468,643.75
TOWN BUILDING REMODELING	ART 55, 2009	24-Feb-11	58,000.00	56,950.00	55,900.00	54,850.00	256,400.00	221,750.00	137,762.50	0.00	841,612.50
TOWN BUILDING REPAIRS	ART 42, 2010	22-Dec-11	17,542.50	14,312.50	14,062.50	13,762.50	63,962.50	46,659.38	27,709.42	5,081.25	203,092.55
TOWN BUILDING REPAIRS	ART 34, 2011	22-Dec-11	39,187.50	38,687.50	38,062.50	37,312.50	174,437.50	155,546.88	138,546.92	25,406.25	647,187.55
FIRE STATION PLANNING	ART 34, 2009	22-Dec-11	22,400.00	22,000.00	21,500.00	20,900.00	20,300.00	0.00	0.00	0.00	107,100.00
DPW VEHICLES	ART 40, 2010	22-Dec-11	29,010.00	27,500.00	26,875.00	26,125.00	25,375.00	0.00	0.00	0.00	134,885.00
TOWN BUILDING REPAIRS	ART 27, 2007	22-Dec-11	7,837.50	7,737.50	7,612.50	7,462.50	34,887.50	31,109.38	27,709.42	5,081.25	129,437.55
BLANCHARD BALLFIELDS	ART 57, 2009	22-Dec-11	33,875.00	33,375.00	32,750.00	32,000.00	129,250.00	109,062.50	20,275.00	0.00	390,587.50
BLANCHARD ST BALLFIELDS	ART 57, 2009	24-Feb-11	13,100.00	12,800.00	12,500.00	12,200.00	37,100.00	22,000.00	0.00	0.00	109,700.00
TOWN BUILDING RENOVATIONS	ART 27, 2007	19-Dec-12	0.00	22,384.93	21,437.50	20,837.50	97,475.00	70,100.00	21,000.00	0.00	253,234.93
PLAYGROUND REPLACEMENTS	ART 23, 2012	19-Dec-12	0.00	22,492.15	21,537.50	20,937.50	97,975.00	80,000.00	10,400.00	0.00	253,342.15
TOWN BUILDING REMODELING	ART 24, 2012	19-Dec-12	0.00	44,917.29	43,012.50	41,812.50	180,912.50	148,750.00	52,500.00	0.00	511,904.79
BALMORAL FENCE/MASONRY	ART 28, 2012	19-Dec-12	0.00	14,583.75	13,975.00	13,575.00	63,400.00	40,350.00	10,500.00	0.00	156,383.75
FIRE COMMUNICATIONS	ART 31, 2012	19-Dec-12	0.00	31,969.44	30,750.00	29,750.00	118,437.50	20,800.00	0.00	0.00	231,706.94
TECHNOLOGY HARDWARE	ART 22, 2012	19-Dec-12	0.00	235,795.76	226,637.50	219,437.50	1,001,912.50	182,000.00	0.00	0.00	1,865,783.26
TECHNOLOGY SOFTWARE	ART 22, 2012	19-Dec-12	0.00	113,938.89	110,000.00	106,000.00	102,750.00	0.00	0.00	0.00	432,688.89
TOTAL MUNICIPAL FACILITIES	017102-5745		437,286.26	910,659.22	877,846.00	853,244.00	3,134,039.83	1,465,030.04	579,697.02	35,568.75	8,293,371.12

TOWN OF ANDOVER, MASSACHUSETTS
 DETAIL DEBT SCHEDULE BY FISCAL YEAR
 JUNE 20, 2012 (ADJUSTED TO INCLUDE 12/19/2012 ISSUE)

ISSUE	ARTICLE	LOAN DATE	2013	2014	2015	2016	2017-2021	2022-2026	2027-2031	2032-2033	TOTAL
PUBLIC SAFETY											
FIRE TRUCK	ART 31, 2004	1-Dec-04	46,180.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	46,180.00
FIRE TRUCK NON CALLABLE	ART 31, 2004	19-Dec-12	1,480.00	42,220.00	40,740.00	0.00	0.00	0.00	0.00	0.00	84,440.00
FIRE TRUCK REFINANCED	ART 31, 2004	19-Dec-12	3,115.00	6,924.00	6,924.00	47,112.00	164,050.00	0.00	0.00	0.00	228,125.00
AMBULANCE	ART 30, 2010	22-Dec-11	65,000.00	58,850.00	57,475.00	55,825.00	0.00	0.00	0.00	0.00	237,150.00
FIRE TRUCK	ART 37, 2006	1-Dec-07	40,687.50	39,637.50	38,587.50	37,537.50	170,531.25	30,600.00	0.00	0.00	357,581.25
TOTAL PUBLIC SAFETY	017102-5746		156,462.50	147,631.50	143,726.50	140,474.50	334,581.25	30,600.00	0.00	0.00	953,476.25
LAND ACQUISITION											
LAND ACQUISITION	ART 23, 2002	15-Jun-03	63,175.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	63,175.00
LAND ACQUISITION NON CALLABLE	ART 23, 2002	1-Dec-12	1,850.00	52,775.00	50,925.00	0.00	0.00	0.00	0.00	0.00	105,550.00
LAND ACQUISITION REFINANCE	ART 23, 2002	1-Dec-12	7,995.15	17,767.00	17,767.00	67,903.50	298,850.00	192,690.00	0.00	0.00	602,972.65
LAND ACQUISITION	ART 32, 2000	15-Jun-03	98,922.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	98,922.50
LAND ACQUISITION NON CALLABLE	ART 32, 2000	15-Jun-03	2,960.00	84,440.00	81,480.00	0.00	0.00	0.00	0.00	0.00	168,880.00
LAND ACQUISITION REFINANCE	ART 32, 2000	15-Jun-03	11,159.33	24,798.50	24,798.50	99,609.25	435,075.00	241,695.00	0.00	0.00	837,135.58
LAND ACQUISITION	ART 12, 2001	15-Jun-03	90,040.00	87,640.00	85,240.00	82,840.00	365,508.75	302,376.25	0.00	0.00	1,013,645.00
LAND ACQUISITION	ART 23, 2002	15-Jun-03	11,800.00	11,400.00	11,000.00	10,600.00	10,200.00	0.00	0.00	0.00	55,000.00
16 PEARSON ST	ART 3A, 2007	15-Jun-03	38,156.26	37,281.26	36,406.26	35,531.26	163,359.42	124,637.50	20,412.50	0.00	455,784.46
18 PEARSON ST	ART 4A, 2007	15-Jun-03	31,175.00	30,475.00	29,775.00	29,075.00	133,937.50	114,237.50	20,412.50	0.00	389,087.50
37 PEARSON ST	ART 5A, 2007	15-Jun-03	44,231.26	43,181.26	37,218.76	36,343.76	167,421.92	142,796.88	25,515.63	0.00	496,709.47
15 BLANCHARD ST	ART 51, 2007	15-Jun-03	168,000.00	164,325.00	160,650.00	156,975.00	724,828.13	621,403.17	218,662.51	0.00	2,214,843.81
LAND ACQUISITION	ART 12, 2001	15-Jun-03	8,375.00	8,225.00	8,075.00	7,925.00	37,075.00	32,125.00	22,093.76	0.00	123,893.76
LAND ACQUISITION FOSTERS POND	ART 55, 2010	15-Jun-03	22,637.50	22,187.50	21,737.50	16,287.50	76,337.50	66,437.50	56,375.00	0.00	282,000.00
LAND ACQUISITION BLANCHARD ST	ART B1, 2011	15-Jun-03	25,343.76	24,893.76	24,443.76	23,993.76	112,318.80	97,468.80	72,593.78	0.00	381,056.42
TOTAL LAND ACQUISITION	017102-5747		625,820.76	609,389.28	589,516.78	567,084.03	2,524,912.02	1,935,867.60	436,065.68	0.00	7,288,656.15
LANDFILL CLOSURE	ART 44, 1999	15-Oct-06	38,162.50	37,162.50	36,162.50	35,162.50	161,425.00	137,443.75	0.00	0.00	445,518.75
LANDFILL PLANS	ART 43, 2006	15-Feb-10	167,475.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	167,475.00
LANDFILL	ART 44, 1999	22-Dec-11	23,512.50	23,212.50	22,837.50	22,387.50	104,662.50	93,328.13	83,128.17	15,243.75	388,312.55
LANDFILL	ART 44, 1999	22-Dec-11	23,512.50	23,212.50	22,837.50	22,387.50	104,662.50	93,328.13	83,128.17	15,243.75	388,312.55
LANDFILL	ART 44, 1999	22-Dec-11	7,837.50	7,737.50	7,612.50	7,462.50	34,887.50	31,109.38	27,709.42	5,081.25	129,437.55
LANDFILL	ART 44, 1999	22-Dec-11	7,837.50	7,737.50	7,612.50	7,462.50	34,887.50	31,109.38	27,709.42	5,081.25	129,437.55
DEPARTMENTAL EQUIPMENT	ART 02, 2008	15-Feb-10	145,500.00	141,750.00	137,700.00	132,600.00	248,400.00	0.00	0.00	0.00	805,950.00
DEPARTMENTAL EQUIP	ART 23, 2011	22-Dec-11	67,200.00	66,000.00	64,500.00	62,700.00	60,900.00	0.00	0.00	0.00	321,300.00
REC PARK LIGHTING	ART 48, 2008	15-Feb-10	12,625.00	12,312.50	11,975.00	11,550.00	31,950.00	0.00	0.00	0.00	80,412.50
TOTAL GENERAL FUND NON-EXEMPT	017102-5749		493,662.50	319,125.00	311,237.50	301,712.50	781,775.00	386,318.77	221,675.18	40,650.00	2,856,156.45
GRAND TOTAL			3,639,476.25	4,065,554.51	3,842,927.60	3,724,549.85	14,769,935.93	9,695,304.15	4,519,110.05	328,450.00	44,585,308.34
			11,307,455.54	12,780,319.15	12,189,174.51	11,782,254.43	44,444,785.44	26,529,871.26	11,259,778.83	1,978,206.25	132,271,845.41

Town of Andover
Analysis of Reserve Account and Compensation Funds
As of 6/30/2012

RESERVE FUND

Transfers by Authority of the Finance Committee: June, 2012		Transfers by Vote of Town Meeting April , 2011	
		From Taxation	200,000.00
# 1 General Government - Legal - Other Expenses	105,000.00	Transfers by Vote of Special Town Meeting December , 2011	500,000.00
		Transfers by Vote of April 2012 Annual Town Meeting	(500,000.00)
Available Balance	95,000.00		200,000.00

COMPENSATION FUND

Transfer by Authority of the Board of Selectmen: AIEA Settlement		Transfers by Vote of the Town Meeting	
			250,000.00
AIEA Settlement	250,000.00		
Available Balance	0.00		250,000.00

To: *The Citizens of Andover*
From: *Sheila Doherty, Town Moderator*

Many of our citizens each year are new or recent transfers into our town from areas where the legislative body of the community is not governed by the Open Town Meeting. With this in mind, I feel that the following general information and guidelines will help meeting members as they deliberate the town meeting warrant.

INTRODUCTION TO TOWN MEETING

The Town Meeting is a distinctly New England institution. It traces its origins in the New World to the Mayflower Compact and has evolved from the parish meetings dating from the time when all inhabitants of the town were also members of the parish.

Each early parish meeting has a Moderator - a person chosen because of his knowledge, fairness, and moderate temperament. His word and his decisions had a force and effect of law.

All Town Meetings in New England are alike - and no two are identical. Town Meeting is the legislative and principal policy making body for the Town of Andover. It convenes at least annually at the specific time, date and place designated by the Board of Selectmen.

The Annual Town Meeting considers and adopts operating budgets for town and schools for the coming fiscal year and makes many other decisions, which will affect the quality of life for the citizens of Andover. Capital projects, zoning changes, street acceptances, general bylaw changes, and so on, all require votes of Town Meeting.

Any person registered to vote in Andover may participate and vote at Town Meeting.

THE WARRANT

The agenda of the meeting is the Warrant. It is the warning to all inhabitants of the articles which will be discussed and may be voted on at the meeting. Articles are included in the Warrant at the discretion of the Board of Selectmen and by citizen petition. The Board of Selectmen sets the order of the warrant.

The final printed and published Warrant is given to the Moderator for discussion and action at the Meeting. No additional articles are permitted, and no changes are permitted which would materially change the content or intent of the article. The inhabitants would not have had proper warning. Articles are not taken out of order for the same reason.

THE DEBATE

Certain Rules observed by the Moderator flow from custom and tradition.

1. In order for an article to be considered, it must be moved and seconded. Proponents of the article are permitted to speak first.
2. Voters address the chair as Mr. Moderator and when recognized, the voter should announce his name and address before proceeding to discuss a concern.
3. Any person having a monetary or equitable interest in any matter under discussion shall disclose the fact of that interest or employment before speaking.
4. Out of consideration to others, speakers should be brief, direct and concise. The moderator will give everyone an opportunity to speak, but reserves the right to call for a vote to close debate if it is deemed that further discussion is no longer productive.
5. A motion from the floor to Remove the question can also close the debate. An affirmative vote on

this motion closes debate and a vote on the main motion is taken. If the moderator feels that the discussion has been cut too short, a decision may be made to continue the discussion until it is clear that the discussion is no longer productive.

AMENDMENTS

1. Only one amendment is permitted at a time. By custom, we do not allow amendments to amendments. This helps to keep the process simple and understandable for the meeting participants.
2. Amendments which would in effect kill an article are not permitted – a “no” vote will accomplish the same results.
3. Amendments, by custom, must be written in triplicate and presented to the Moderator. One copy goes to the Moderator to read to the meeting for action, another copy goes to the Town Clerk for the official record, and a third copy is kept by the person who requests the amendment. Triplicate copy forms are available from the Town Clerk or the Ombudsman (available at the meeting to assist participants with their amendments).
4. After an amendment is seconded and discussed, the Moderator calls for a vote on the amendment only. Debate then continues on the original motion or other amendments. The final vote is taken on the original motion as amended.

OTHER RULES

1. Motions to indefinitely postpone are not permitted. A proponent of an article should be given a fair hearing and leave the meeting with a decision.
2. Motions to reconsider are not permitted except in very rare instances where an error has occurred.
3. On matters of procedure, the Moderator's decision is final. He may confer, however, with Town Counsel and request Town Counsel to explain any legal points to Town Meeting members.
4. Town meeting starts at 7:00 P.M. each night unless otherwise noticed. There is no quorum. Traditionally, the Moderator will not start the discussion of an article after 10:15 P.M. unless, in the opinion of the Moderator, there is overwhelming sentiment and good reason to do so. Since the Town Meeting **must** be acted on in Toto, some flexibility must be available for the final session.

Town Meeting Time, a handbook on the principles directing Town Meeting, is available to the public at most bookstores. Traditions built up over many years guide the conduct of Andover's Town Meeting, modifying the principles set forth in the handbook.

Above all, the responsibility of the Moderator is:

- ♦ to keep the meeting orderly and moving
- ♦ to protect the rights of those citizens who are unable, for whatever reason, to attend all segments of the meeting
- ♦ to assure that the will of the majority of those present and voting is secured

* Note: This year the moderator will introduce the use of pro and con microphones at his discretion on articles that he feels may benefit from this procedure.

I encourage you to participate in this treasure of New England.....

CUSTOM AND TRADITION

Certain Rules observed by the Moderator flow from custom and tradition.

1. In order for an article to be considered, it must be moved and seconded. Proponents of the article are permitted to speak first.
2. Voters address the chair as Mr. Moderator and when recognized, the voter should announce his name and address before proceeding to discuss a concern.
3. Any person having a monetary or equitable interest in any matter under discussion shall disclose the fact of that interest or employment before speaking.
4. Out of consideration to others, speakers should be brief, direct and concise. The moderator will give everyone an opportunity to speak, but reserves the right to call for a vote to close debate if it is deemed that further discussion is no longer productive.
5. A motion from the floor to Amove the question can also close the debate. An affirmative vote on this motion closes debate and a vote on the main motion is taken. If the moderator feels that the discussion has been cut too short, a decision may be made to continue the discussion until it is clear that the discussion is no longer productive.

AMENDMENTS

1. Only one amendment is permitted at a time. By custom, we do not allow amendments to amendments. This helps to keep the process simple and understandable for the meeting participants.
2. Amendments which would in effect kill an article are not permitted – a “no” vote will accomplish the same results.
3. Amendments, by custom, must be written in triplicate and presented to the Moderator. One copy goes to the Moderator to read to the meeting for action, another copy goes to the Town Clerk for the official record, and a third copy is kept by the person who requests the amendment. Triplicate copy forms are available from the Town Clerk or the Ombudsman (available at the meeting to assist participants with their amendments).
4. After an amendment is seconded and discussed, the Moderator calls for a vote on the amendment only. Debate then continues on the original motion or other amendments. The final vote is taken on the original motion as amended.

OTHER RULES

1. Motions to indefinitely postpone are not permitted. A proponent of an article should be given a fair hearing and leave the meeting with a decision.
2. Motions to reconsider are not permitted except in very rare instances where an error has occurred.
3. On matters of procedure, the Moderators decision is final. He may confer, however, with Town Counsel and request Town Counsel to explain any legal points to Town Meeting members.
4. Town meeting starts at 7:00 P.M. each night unless otherwise noticed. There is no quorum. Traditionally, the Moderator will not start the discussion of an article after 10:15 P.M. unless, in the opinion of the Moderator, there is overwhelming sentiment and good reason to do so. Since the Town Meeting **must** be acted on in Toto, some flexibility must be available for the final session.

Town Meeting Time, a handbook on the principles directing Town Meeting, is available to the public at most bookstores. Traditions built up over many years guide the conduct of Andover's Town Meeting, modifying the principles set forth in the handbook.

TOWARD A BETTER UNDERSTANDING OF TOWN MEETING

Town Meeting participation demands a commitment of time, energy, effort, imagination, a sense of humor, intelligence, a dose of common sense, fair play, and a deep appreciation of self-government - rare commodities, perhaps, but if they can't be found at Town Meeting, where are we to look?

WHY TOWN MEETING

Town Meeting is the legislative and policy making body of the Town. It convenes, at least annually at the time and place designated by the Selectmen. It considers and adopts an operating budget, and considers other matters which require Town Meeting action such as zoning changes, street acceptances, by-law additions and amendments, or any other matter which affects the Town.

TOWN MEETING PROCEDURES

Town By-Laws specify few procedures. The Town Meeting Improvements Study Committee has reviewed the most common procedures used in the past and suggest the following:

ARTICLES - All articles presented for consideration must be moved and seconded. A voter may be recognized by standing and saying "Mr. Moderator" or "Madam Moderator". Before making any remarks the speaker must give name and address. All articles shall be taken up in the order in which they appear in the warrant.

BUDGET - Questions on the budget are encouraged. A voter may address the Moderator on any line item in the finance committee report. Amendments can be offered and will be voted on individually.

PRO & CON MICROPHONES – The moderator will introduce the use of pro and con microphones for articles that the Moderator judges may benefit from this procedure.

AMENDMENTS & MOTIONS - Amendments must be presented to the Moderator in writing (three copies). After discussion on the amendment the Moderator calls for a vote on the amendment only. If passed the original motion as amended is voted upon. Amendments to amendments are usually ruled out of order. Motions or amendments which differ materially from that printed in the warrant must be given to the voters in writing at the time of consideration, or shown on a screen readable by all voters. Motions to table are used rarely.

VOTING REQUIREMENTS – Most motions require a majority vote to carry. The Moderator will clarify the type of vote needed to pass an article as the meeting moves along. All bonding articles, zoning articles and eminent domain considerations require a 2/3 vote.

DECLARING THE VOTE - The Moderator may decide the sense of the meeting by a voice vote. If in doubt, or, if the decision is questioned, a standing vote may be called for. A voter may request a standing vote.

PRIVILEGED MOTIONS - A speaker may be interrupted only for a point of order, a question of the legality of a motion, or a question to clarify information.

PREVIOUS QUESTION, RECONSIDERATION, AND DISPLAY - Previous question is a formal motion which, if passed, cuts off debate. The motion is not debatable. It is allowed when in the Moderator's judgment the matter has been adequately discussed. Reconsideration is rarely used and only to correct an oversight or an illegality. Voters who wish to show slides or present other visual material should make arrangements before the meeting. The Town Clerk or Town Manager can advise. An ombudsman is present to assist voters in wording amendments or to answer questions on procedures.

ADJOURN/DISSOLVE - A meeting may adjourn to a later time and a different place, but when a meeting is dissolved it is finished. A meeting may not be dissolved until every article in the warrant has been acted upon.

TOWN MEETING MEMBERS

All registered voters may participate in Andover's Open Town Meeting. Participants display prominently ribbons or badges which are given out at the beginning of the meeting and returned at its conclusion.

The business of the meeting is contained in the warrant (warning) and includes all matters on which the Town must act. Articles are inserted in the warrant by the Board of Selectmen and by Citizen Petition. The order is determined by the Selectmen.

THE MODERATOR - presides over and conducts the meeting. This is an elected position.

TOWN CLERK - Is the chief election official, custodian of the Town's records, and recording secretary of the meeting.

BOARD OF SELECTMEN - (5) Elected policy making body, appoints Town Manager and compiles the warrant.

TOWN MANAGER - Appointed by the Board of Selectmen, the Manager prepares the budget and submits it to the Selectmen and the Finance Committee on or before a date certain. A voter may direct questions to the Manager relating to the budget or to warrant articles.

FINANCE DIRECTOR - Has primary responsibility for the budget, reports to the Town Manager, and is an information resource at the meeting.

FINANCE COMMITTEE - (9) Appointed by the Moderator, it reviews the budget, makes recommendations on all financial matters, prepares and distributes to all Andover households a printed report of its recommendations and other relevant information, to assist Town Meeting in making final decisions.

SCHOOL COMMITTEE - (5) Elected and responsible for the operation of the educational system, prepares the school budget, appoints the Superintendent, and defines educational philosophy and policy.

SUPERINTENDENT OF SCHOOLS - Chief executive officer for implementing school committee policy and directives.

TOWN COUNSEL - Chief legal officer and legal advisor to the Town Meeting.

PLANNING BOARD - (5) Appointed by the Manager with the approval of the Board of Selectmen, it advises Town Meeting on a range of planning and zoning matters.

CONSERVATION COMMISSION - (7) Appointed by the Manager as custodian of Town owned conservation land. It recommends land acquisitions to the Meeting.

GREATER LAWRENCE TECHNICAL SCHOOL - (1) Member elected as Andover representative to that school's committee. Explains Andover's share of operating costs.

STATUTORY CONSTRAINTS ON TOWN MEETING
(Refer to Chapter 39 of the General Laws for Precise Wording)

The annual Town Meeting shall be held in February, March, April, or May.

The Selectmen shall insert in the warrant all articles requested in writing by ten or more registered voters. The warrant shall be published and posted at least seven days before the meeting stating the time and the place of the meeting and the subjects to be acted on.

The Town may by by-law establish the number of voters to constitute a quorum.

A Moderator must be elected to preside over the meeting, regulate proceedings, decide all questions of order, and make public declaration of all votes. If a vote is questioned by seven or more voters, statute requires a standing vote. If the statutes require a standing vote the count shall be taken and the result shall be recorded by the Clerk. If the vote is unanimous the count need not be taken and the Clerk shall so record it.

No person shall address a Town Meeting without leave of the Moderator and all persons shall, at the request of the Moderator, be silent.

BY-LAW CONSTRAINTS ON TOWN MEETING

MEETINGS - The annual Town Meeting for the election of officers shall be held on the fourth Tuesday in March, each year. Andover has regularly adjourned its Town Meeting after the election to a later time for consideration of the rest of the Warrant. Special Town Meetings may be held at such times and places as the Selectmen may designate. Any meeting may be adjourned from time to time to any place in the Town.

WARRANTS - Attested copies of the Warrant shall be posted in or on the Town Hall and in at least one newspaper of general circulation within the Town fourteen days or more before the date of the meeting. The warrant for insertion of articles shall be open for not fewer than thirty-five consecutive calendar days, but the Selectmen may reopen the warrant if required.

ANNUAL TOWN REPORT - At least seven days before the annual meeting the Town Manager shall make available to all registered voters an annual report. A summary of the report shall be delivered to each Andover household at least seven days before the Annual Meeting, or may be included in the Finance Committee's Report.

VOTE BY BALLOT - A motion for a secret ballot is in order and requires approval of 25% of those voting.

ADMISSION OF OTHER THAN REGISTERED VOTERS - **Only residents who are registered voters are allowed in the voting sections of Town Meeting.** Unregistered voters and non residents may request admission by submitting their names and addresses to the Moderator through election officials at the entrance of Town Meeting. They may be admitted by a majority vote of those present. The Moderator shall designate a place set apart from the general assembly where such persons may sit. The Moderator shall also set apart a space where accredited representatives of the press shall sit.

DISCLOSURE OF INTEREST - Any person having a monetary or equitable interest in any matter under discussion at any Town Meeting or employed by another having such an interest shall disclose the fact before speaking thereon.

TWO-THIRDS VOTE – On matters requiring a two-thirds vote by statute, a count need not be taken unless the vote so declared is immediately questioned by seven or more voters as provided in General Laws Chapter 39, Section 15. Before considering another warrant article the Moderator shall ask if the two-thirds vote is questioned.



Andover Talent Bank Form

Town Manager's Office, Town Offices, 36 Bartlet Street, Andover, MA 01810

Date _____

Name _____

Address _____

Home Telephone _____

Business Telephone _____

E-mail Address _____

The Andover Talent Bank is a means of identifying residents who are interested in serving the community on a Town committee, board, commission or task force.

There are currently twenty-seven committees, boards or commissions appointed with terms ranging from one to five years. Please check the committee, board or commission you are interested in. If you are interested in more than one, rank your interests accordingly.

Return this form by mail to the above address, fax it to 978- 623-8240 or e-mail it to manager@andoverma.gov.

<u>Committee</u>	<u>Members</u>	<u>Term</u>	<u>Committee</u>	<u>Members</u>	<u>Term</u>
<u>Appointed by the Town Manager</u>					
Audit Committee	Five	3yrs <input type="checkbox"/>	Information Technology Committee	Seven	3yrs <input type="checkbox"/>
Board of Assessors	Three	3yrs <input type="checkbox"/>	Lowell Jct. Interchange Task Force	Five	3yrs <input type="checkbox"/>
Ballardvale Historic District Commission	Seven (reg)	3yrs <input type="checkbox"/>	Memorial Hall Library Trustees	Seven	3yrs <input type="checkbox"/>
	Two (alt)	3yrs <input type="checkbox"/>			
Cable Advisory Committee	Five	3yrs <input type="checkbox"/>	Patriotic Holiday Committee	Nine	1yr <input type="checkbox"/>
Commission on Disability	Nine	3yrs <input type="checkbox"/>	Planning Board	Five	5yrs <input type="checkbox"/>
				One (assoc.)	5yrs <input type="checkbox"/>
Conservation Commission	Seven	3yrs <input type="checkbox"/>	Preservation Commission	Seven	3yrs <input type="checkbox"/>
			Recycling Committee	Seven	3yrs <input type="checkbox"/>
Council on Aging	Fifteen	3yrs <input type="checkbox"/>	Scholarship Committee	Nine	1yr <input type="checkbox"/>
			School Building Committee	Seven	3yrs <input type="checkbox"/>
Cultural Council	Seven	3yrs <input type="checkbox"/>	Spring Grove Cemetery Trustees	Five	3yrs <input type="checkbox"/>
Design Review Board	Five	3yrs <input type="checkbox"/>	TRIAD Council	Twenty	3yrs <input type="checkbox"/>
Elderly Tax Aid Committee	Five	3yrs <input type="checkbox"/>	Towle Fund Trustees	Three	3yrs <input type="checkbox"/>
Green Advisory Board	Nine	3yrs <input type="checkbox"/>	<u>Appointed by the Town Moderator</u>		
Board of Health	Three	3 yrs <input type="checkbox"/>	Finance Committee	Nine	3yrs <input type="checkbox"/>
Housing Partnership Committee	Nine	3yrs <input type="checkbox"/>	<u>Appointed by the Board of Selectmen</u>		
Housing Trust Fund Board of Trustees	Six	3yrs <input type="checkbox"/>	Zoning Board of Appeals	Five (reg)	3yrs <input type="checkbox"/>
				Four (assoc.)	3yrs <input type="checkbox"/>



Andover Talent Bank Form

Town Manager's Office, Town Offices, 36 Bartlet Street, Andover, MA 01810

Time available

Many of these committees/boards/commissions meet at least twice per month and may meet more often prior to Town Meeting. Please circle below the time you have available for meetings and indicate any limitations you have on your time commitment.

One meeting per month

Two meetings per month

Three meetings per month

Interest/Education

Please detail your areas of special interest and/or education:

Employer/Position

Because of conflict of interest problems with certain positions, please list your current employer and your position with that employer:

Skills/Expertise

Please indicate any special skill or expertise that you would consider volunteering to the Town:

FINANCE COMMITTEE REPORT

2013 SPECIAL TOWN MEETING

Tuesday, May 7, 2013 @ 8:15 P.M.

RICHARD J. COLLINS FIELD HOUSE

ANDOVER HIGH SCHOOL

To the Citizens of Andover

There will be a Special Town Meeting at 8:15 P.M. on Tuesday, May 7, 2013, the second night of the Annual Town Meeting.

This Special Town “Meeting within a Meeting” is being held to address a matter which arose after the regular Town Meeting warrant was closed.

At the 1974 Annual Town Meeting, the Town of Andover voted to accept a gift from the Wood family, and established the Wood Family Trust. A portion of that trust was to be used “for exclusively public purposes”.

If passed, Articles 1 and 2 would divide the trust assets into two equal parts. Article 1 would fund a new Elder Services Program Stabilization Fund to be administered by the Council on Aging. Article 2 would appropriate funds to pay for expenses associated with the construction of the Youth Center. Because the Wood Family Trust already exists, approval of these articles neither increases taxes nor reduces operating budgets, nor does it require bonding.

The balance in the trust as of this writing is \$1,306,748.

The Finance Committee

S. Jon Stumpf, Chairman

Mary O’Donoghue, Vice Chairman
Mark Merritt
Margaret N. Kruse
Gregory A. Serrao

Joanne F. Marden
Paul Fortier
Linn N. Anderson
Eugenie M. Moffitt

ELDER SERVICES PROGRAM STABILIZATION FUND

ARTICLE 1. To see if the Town will vote (1) to create a Stabilization Fund titled “Elder Services Program Stabilization Fund” in accordance with M.G. L. Chapter 40, Section 5B for the purpose of supplementing, not supplanting, the Elder Services operating budget but only for the development and implementation of new programs, services and activities as recommended by the Division of Elder of Services and approved by the Town Manager. Appropriations from this account are restricted to interest only and may not be used for the payment of full-time or part-time salaries or to supplant the operating budget; and (2) to appropriate and transfer a sum of money from the Cornelius Wood Trust Fund to the foregoing Stabilization Fund, or take any other action related thereto.

~~~~~

As part of a collaborative effort to provide for the needs of both youth and seniors in the community, this article transfers funds from the Wood Trust into a newly established special stabilization fund for elder services and programs. As recommended by the Town Manager, only the interest earned by the fund each year would be available to fund special services and programs not part of the ordinary budget of the Elder Services Department. Appropriations each year from the fund would require a 2/3 vote of Town Meeting. Because the Wood Fund already exists, approval of this article neither increases taxes nor reduces operating budgets, nor does it require bonding. However, approval will provide a permanent fund for expanding services to Andover's rapidly growing senior population.

~~~~~

The BOARD OF SELECTMEN will make its recommendation at Town Meeting. YES ___

The FINANCE COMMITTEE recommends approval. NO ___

On request of the Council on Aging Board and the Youth Center Building Committee

YOUTH CENTER APPROPRIATION

ARTICLE 2. To see if the Town will vote to transfer a sum of money from the Cornelius Wood Trust Fund and appropriate a sum of money for the design, construction and furnishing of a Youth Center behind the Doherty Middle School on Bartlet Street including the payment of costs of a related parking area and all other costs incidental or related thereto, or take any other action related thereto.

~~~~~

This article provides funding to help accomplish phase two of the Cormier Youth Center building project. Completing both phases at the same time may help hold down the overall cost of the project. Because the Wood Trust Fund is an existing town fund, this appropriation will not add to the tax rate, will not impact operating budgets, and will not require bonding. The completed Cormier Youth Center will provide facilities not only for youth, but also for seniors and other community groups.

~~~~~

The BOARD OF SELECTMEN will make its recommendation at Town Meeting. YES ___

The FINANCE COMMITTEE recommends approval. NO ___

On request of the Council on Aging Board and the Youth Center Building Committee
