

To all Lincoln Residents

Enclosed in this booklet are materials relating to the Annual Town Meeting to be held on Saturday March 28. We hope they will enlighten you and stimulate as many as can do so to attend and participate in Town Meeting. We especially urge and welcome new residents to come and take part in the legislative process of town government, where the actions of all registered voters who attend and vote determine the policies and priorities of Town Government which will affect the future of the Town.

What follows is the report of the Finance Committee explaining the preparation of the Town's operating budget, then the proposed budget for the fiscal year beginning July 1. After the budget is an outline of certain relevant procedures for the conduct of Town Meeting. The Warrant for the Meeting is at the end of the booklet; this lists the Articles to be presented at the meeting for consideration and action by the voters present.

The Annual Town Meeting is both a significant event in the conduct of the business of the Town, and equally important it is an enjoyable community gathering at which there is opportunity to meet and greet your neighbors. While the Meeting may seem intimidating and suited only to knowledgeable "old hands", it is intended that all should feel free to participate, and we encourage you to do so. If you feel you do not know enough, this is an opportunity to become more informed and to have your questions answered.

John B. French, Moderator

Board of Selectmen:

Sara Mattes, Chair

Gary A. Taylor

Sarah Cannon Holden

REPORT
of the
FINANCE COMMITTEE
of the
TOWN OF LINCOLN
for the
FISCAL YEAR
JULY 1, 2009 - JUNE 30, 2010

LINCOLN FINANCE COMMITTEE

Peter Braun

Stuart Haber

Mary Hartman

John L. Koenig

Laura Sander

Ellen Meyer Shorb

Robert Steinbrook, Chair

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1. Introduction

The Finance Committee is charged with advising and making recommendations to Town Meeting on the budget and other areas of finance, and administering the Town's reserve fund. The committee seeks to develop an overall budget that is fiscally prudent, that reflects the Town's values, and that meets the needs of residents. It also seeks to obtain broad public understanding and support for the budget that it recommends at Town Meeting.

In our annual report, we describe the FY '10 budget and its component parts, and provide supporting detail. Building the budget is a collaborative endeavor and the Finance Committee works closely with many boards and committees. Among many others, we thank Lincoln Town Administrator Tim Higgins, Assistant Town Administrator Anita Scheipers, Finance Director Colleen Wilkins, Lincoln Public Schools Administrator for Business and Finance Buck Creel, and Lincoln-Sudbury Regional High School Director of Finance and Operations Judy Belliveau.

2. Overview

For FY '10, the Finance Committee is recommending a budget of \$28,154,030. For the second year in a row, the budget can be funded without an operating override. The Town has benefited from the strong financial position that it established before the national economic crisis. In addition, requests for new spending were modest. The FY '10 budget is largely a level services budget. There is little new spending in the operating budgets.

For FY '10, the property taxes on an average house (assessed value of \$1.06 million) would increase by about \$432 (3.8%) with the proposed budget. In addition, the proposed capital outlay exclusion for the replacement of the field house roof on the Lincoln Public Schools campus would increase the property taxes for an average home by about an additional \$127. The total tax increase with the capital outlay exclusion would be \$559, or 4.9%. Under the capital outlay exclusion, money is raised and spent in the same year. There would be no effect on taxes in subsequent years. It is also important to note that about half of the increase in tax revenue will come from new construction. Thus, the summary statistics, which do not correct for new construction, likely overstate the impact of the FY '10 budget on most taxpayers.

The Town budget reflects local needs and available funds in the context of the economic and political conditions of the Commonwealth and the United States. The budget is heavily dependent on residential real estate taxes (the tax levy and excluded debt). In 2001, this accounted for 68% of revenue. In FY '10, real estate taxes (tax levy plus excluded debt) are projected to account for about 77% of revenue. The Town has a small number of commercial properties. There are relatively few opportunities to increase local revenues. Although the FY '10 state budget is not yet known, state aid is anticipated to decrease by 10% as compared to FY '09.

The Finance Committee builds the budget by reviewing available funds and revenue projections and setting aside funds for fixed costs, such as pensions and insurance. This process, which the committee calls a "funds available analysis," results in a budget guideline for the base budget. In FY '10, this guideline permitted 2.5% growth in operating expenses, exclusive of fixed costs.

As the national and state economic situation continued to deteriorate in the fall of 2008 and the winter of 2009, the Finance Committee supported very minimal spending beyond its initial guideline. This additional spending is \$22,000 for the Town (\$10,000 for information technology, \$7,000 to restore funds for mandatory training to the police budget, \$5,000 to restore funding for mandatory training to the fire budget) and \$9,210 for the Library to maintain a level services budget.

In addition to the operating budget (Warrant Article 7) and capital budget (Warrant Articles 8-18), Town Meeting will consider other appropriations (Warrant Articles 19-30). The Finance Committee takes these other appropriations into account when determining the funds available for the base and capital budgets.

The Finance Committee places a high priority on maintaining adequate Emergency Reserves. Emergency Reserves allow unforeseen changes in revenues or needed expenditures to be addressed without undue disruption of ongoing activities. It also places a high priority on maintaining the Town's favorable bond rating which reduces its costs of borrowing money and is the result of prudent financial management. Lincoln has a bond rating from S & P of AAA, the highest available rating.

The committee's goal is to set aside an amount equal to 3 to 5% of the prior year's General Fund budget as Emergency Reserves. (The General Fund budget is the Town operating budget less the total for the Water Enterprise Fund as shown in Table 1.) The Emergency Reserves are defined as the total of no more than half of the Reserve Fund, a Stabilization Fund, if one has been established and unspent certified Free Cash. It is desirable that the 3% minimum be set aside entirely from unspent certified Free Cash.

Over the last several years, the Finance Committee has been seeking to build the Town's financial reserves, following years in which they had been expended. For FY '08, the unspent certified Free Cash on July 1, 2008 was \$876,965, or 3.75% of the General Fund budget for that year. In FY '09, the Emergency Reserves are projected to be about 4.0% of the General Fund budget. The actual amount will not be known until Free Cash is certified in the fall of 2009.

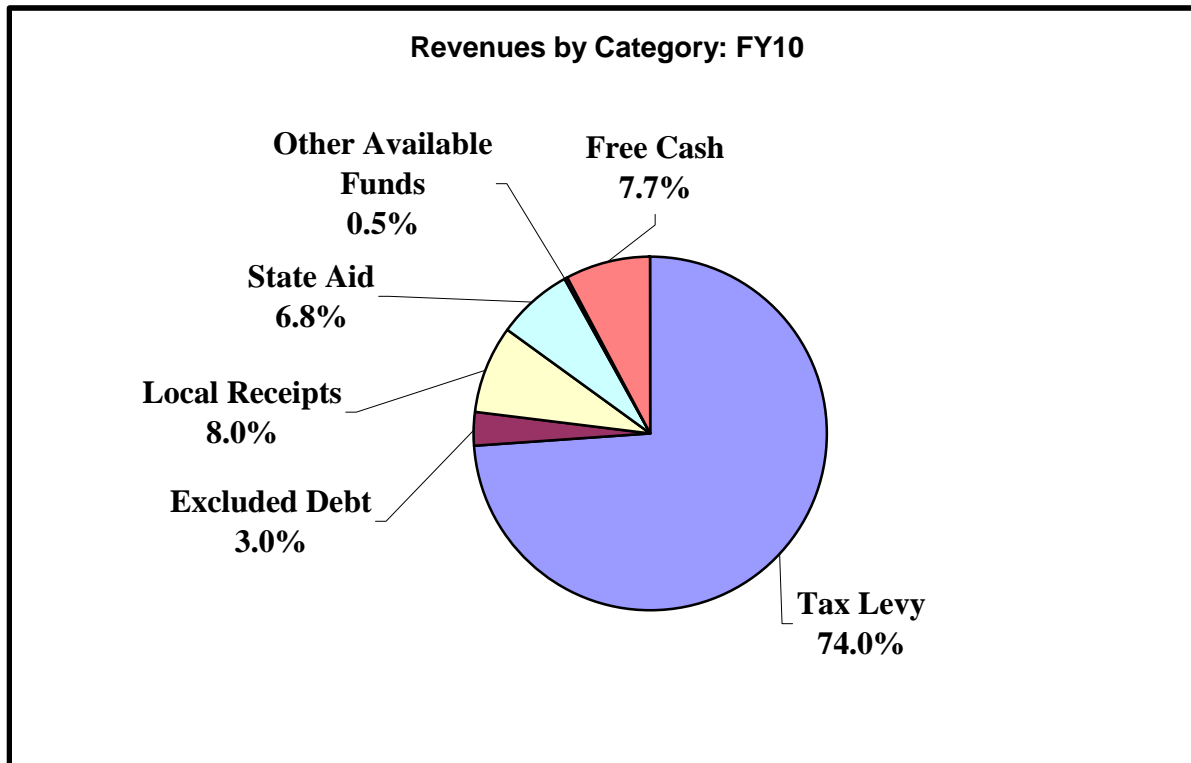
Over the next five years, the Finance Committee anticipates that the usual year-to-year growth in the Town's revenue will continue to be insufficient to meet the goals of maintaining the existing level of services, maintaining and improving the Town's infrastructure, and modestly improving services in key areas. The reasons are many, but include growth in enrollment and the large size of classes at Lincoln-Sudbury Regional High School, the costs of personnel (which account for about 80% of the budget), the costs of special education at all grade levels, pension and insurance costs, the funding of accrued liability for retirement health insurance benefits, uncertainty about state aid, and substantial capital needs for Town roads and buildings and the Lincoln Public Schools.

Until the economy recovers, revenues from state aid and local receipts are unlikely to increase. To minimize the impact on residential real estate taxes, the Finance Committee will carefully scrutinize all spending requests that go beyond its annual budget guideline. Good management and a willingness by budgeting agencies to reduce or shift personnel to meet changing service needs are also essential. Nonetheless, the Finance Committee anticipates that although it may not recommend overrides to support the operating budget each year, as has been the case in FY '09 and again in FY '10, overrides are likely to be needed on a recurring basis.

3. Revenues

Total town revenues for FY '10 are projected at \$28,265,859 (excluding Water Department revenues), a 0.1% decrease as compared to FY '09. Revenue from state aid, local receipts and excluded debt will all decrease. The decrease in local receipts and part of the decrease in state aid reflect the effects of the recession. However, the majority of the decrease in state aid and the decrease in revenue from excluded debt are related to the retirement of the debt from the renovation of the Lincoln Public Schools in 1996.

The pie chart shows the revenue categories and the percentages of total revenue that they represent. The categories are real estate taxes (tax levy and excluded debt), local receipts, state aid, Free Cash, and other available funds.



Proposition 2 ½ allows towns to raise real estate taxes by 2.5% a year without an override. The tax levy may also increase because of taxes attributable to new construction. For FY' 10, the tax levy is projected to represent 74.0% of revenue. As compared to FY '09, the tax levy is projected to increase by \$998,210, including \$498,281 from Proposition 2 ½ and \$491,000 from new construction, including "The Groves at Lincoln," the Deaconess Abundant Life Community that was approved at the Special Town Meeting in November 2006. The renovation of the Lincoln Mall also generates real estate tax revenue.

Additional property tax revenues may be raised through debt exclusion, following approval by a two-thirds vote at Town Meeting and a majority vote at the Town Election. Excluded debt includes property tax revenues that pay for such Town debt (for example, a new fire truck, new buildings or major repairs to roads or existing buildings) as well as the Lincoln portion of the principal and interest payments for such debt for the Lincoln-Sudbury Regional School District. When payment is complete, the debt is retired and the property tax to fund the project is no longer collected. In FY '10, excluded debt is projected to represent 3.0% of revenues.

The application of Free Cash is projected to provide 7.7% of FY '10 revenue. In October 2008, the Department of Revenue certified Free Cash for the Town from FY '08 at \$3,153,308. This represented a 2.2% increase from the amount certified in October 2007, which was \$3,084,568. Of the FY '10, total, \$876,965 represented Free Cash that remained from prior years; this is the major component of the Town's emergency reserves. Other contributors to the Free Cash balance were: (1) turn backs from the Reserve Fund and Health Insurance and (2) receipts in excess of budget, such as for licenses and permits and the provision of benefits for employees at the Hanscom Campus of the Lincoln Public Schools. Building permit revenues for the construction of "The Groves in Lincoln" were \$564,613. The Free Cash balance allowed the Finance Committee to propose a budget that can be funded without an operating override.

Local receipts (8.0% of projected revenue) include excise taxes, rental fees, license and permit fees, investment income, cell tower income, and other fee income, such as parking, recreation and ambulance fees.

State aid (6.8% of projected revenue) includes Chapter 70 (education reform) funds, lottery, and other assistance. State aid for FY '10 is not yet known (the state budget is settled after the Town budget) but is projected to decrease by 10% as compared to FY '09, (exclusive of the end of state aid related to payment for the construction at the Lincoln Public Schools). If the actual decrease is smaller, the difference will accrue to Free Cash. If the actual decrease is greater, the Town will use available Free Cash to make-up the difference.

Other available funds (0.5% of projected revenue) are a small category of miscellaneous items, such as payments from the Water Department and Hanscom Air Force Base for certain services provided by the Town. In general, the amounts received are offset by corresponding debits.

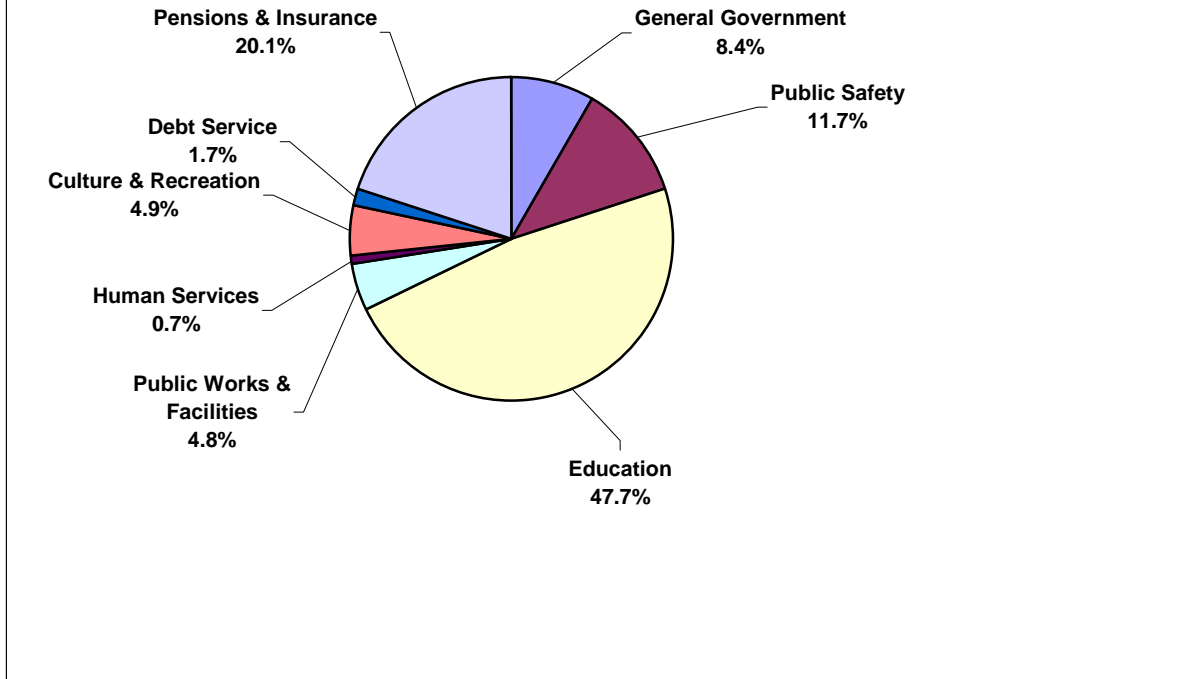
4. Operating Expenditures

Total town operating expenditures are the total of the General Fund and the Water Enterprise Fund. The Water Department's operating budget (\$1,041,401 for FY '10) is funded entirely through fees paid by water consumers. The General Fund budget includes all other operating expenditures.

The proposed FY '10 budget is \$28,154,030. The General Fund total is \$27,112,629. The General Fund budget for FY '10 is about \$47,000 less than the FY '09 budget. The reason is a decrease in debt service (other than the high school building) from \$1,282,470 to \$448,013; the Town has retired the debt for renovation of the Lincoln Public Schools in 1996.

The pie chart shows the breakdown of expenditures by category (excluding Water Department expenditures). Education is the largest component, representing 47.7% of General Fund expenditures. This includes the Lincoln Public Schools, the Lincoln-Sudbury Regional High School and the Minuteman Regional High School. For the two regional schools, the education component includes all costs to Lincoln, including debt service, pensions and insurance. For the Lincoln Public Schools, debt service, pensions and insurance are not included in the education component; they are part of the Town expenditures for these items.

Expenditure by Category: FY10



The growth in the appropriated budget for the Lincoln Public Schools is 2.5%, exclusive of pensions and insurance. The budget for the regional school district is shared between Lincoln and Sudbury; it reflects a three-year rolling average of the number of students enrolled from each town. The FY '10 apportionment ratio is 15.49% for Lincoln and 84.51% for Sudbury, which is a higher percentage for Lincoln than in FY '09. The growth in Lincoln's portion of the high school budget is projected to be no more than the growth allowed by the Finance Committee's 2.5% budget guideline; if there is no override in Sudbury the increase will be smaller.

The growth in the General Government budget is 2.4%. The growth in the Public Safety budget is 2.9%.

Pensions and Insurance expenditures for FY '10 are projected at \$5,447,994, compared to \$5,164,744 for FY '09, a 5.5% increase. They represent 20.1% of General Fund expenditures. Debt service, excluding the debt service for the Lincoln-Sudbury Regional High School, is \$448,013, a 65.1% decrease from FY '09.

Although more moderate in FY '10 than in prior years, the growth in required non-discretionary expenditures, such as pensions and insurance (and in particular health insurance) consumes most of the Town's annual increases in revenues and drives the need for consideration of override budgets to simply maintain services.

The categories of operating expenditures are covered in more detail in the departmental section of the report.

5. Capital Expenditures

The Capital Planning Committee (CPC) makes capital expenditure recommendations. The CPC has one representative each from the Board of Selectmen, the K-8 schools, the Finance Committee, the Library, the Conservation Commission, and two at-large members; the assistant Town Administrator is *ex-officio*. This diverse membership promotes an effective and objective discussion of each request.

The CPC reviews all requests for equipment and facility and infrastructure construction or improvements with a life of 5 years or more and a value of at least \$15,000. It also reviews maintenance warrant articles. The CPC strongly believes that timely maintenance is the best way to protect the Town's investment in capital infrastructure. All proposed capital expenditures are also assessed to determine whether they might qualify for funding under the Community Preservation Act. Appropriate requests are referred to the Community Preservation Committee for their review.

Most approved capital expenditures are financed within the annual budget. Expensive items with a long useful life may be proposed for debt exclusion (bonding), which requires approval at Town Meeting and the Town Election. Bonding allows the Town to finance the purchase and spread the cost of that item over several years, outside of the limitations of Proposition 2½.

For FY '10, the Finance Committee set ceilings of about \$450,000 for capital expenditures within the annual budget and \$230,000 for maintenance warrant articles. It also recommended that the replacement of the field house roof at the Lincoln Public Schools be funded through a capital outlay exclusion. This exclusion requires majority approval at both Town Meeting and the Town Election. The funds will be raised and expended in FY '10; thus, no money will be borrowed. A capital outlay exclusion has no effect on taxes in subsequent years.

Total initial requests were \$1,977,067. The CPC suggested the following disposition:

Recommended funding for capital:	\$451,750
Recommended funding for maintenance:	\$234,000
Recommended for capital exclusion:	\$230,000
Withdrawn from consideration:	\$1,061,317

6. Community Preservation Act

The Town of Lincoln approved the Community Preservation Act (CPA) in November 2002. Pursuant to the CPA, the Town levies a surcharge of 3% on Lincoln real estate bills. These local CPA revenues are matched by the state from a dedicated matching fund. Through FY '07, the state matched local CPA revenues 100%. Due to an increasing number of cities and towns participating in the CPA, and a decline in funds to the state matching fund, the state match was 63% in the first round of funding for FY '08. Only cities and towns that levy the 3% CPA surcharge are eligible for additional state funds in the second and third rounds of funding. Thus, Lincoln received a total match of 81% base on its FY '08 surcharge. Current forecasts are for a 35% first round match for FY '09.

The CPA requires that a Community Preservation Committee (CPC) be formed with four members appointed by the Selectmen and five other members nominated from each of the following: Conservation Commission, Housing Commission, Historical Commission, Planning Board, and Recreation Committee. The Act allows the Town to spend CPA money for affordable housing, historic

preservation, land conservation, and recreation. Spending must be recommended by the CPC and approved at Town Meeting.

At Town Meeting in March 2003, the Town authorized the use of CPA funds to purchase a state-owned lot on Sunnyside Lane to be used for affordable housing (\$119,000), to “buy-down” a condominium for affordable housing (\$150,000), to replace the roof on the historic Pierce House (\$80,000), and for administrative expenses (\$5,000).

At Town Meeting in March 2004, the Town authorized the use of CPA funds to build three affordable housing units on Sunnyside Lane (\$239,500), to repair windows at the Library (\$75,000), to provide funds to the Conservation Commission for open space purchases (\$163,500), to inventory Lincoln’s historic properties (\$15,000), and to create a model historic preservation easement (\$5,000).

At Town Meeting in April 2005, the Town authorized the use of CPA funds to contribute to the purchase price of the Harrington-Row properties (\$350,000), for construction of affordable housing units and condominium buy-downs (\$434,000), to replace the roof on the Library (\$461,750 authorized, \$247,000 spent), and to prepare an engineering design for an historic documents vault (\$24,000).

At Town Meeting in March 2006, the Town authorized the use of CPA funds to replace windows at the Library (\$420,000 authorized, \$298,000 spent), to construct a tot lot at the Codman Pool (\$50,000 authorized, \$45,000 spent), to implement safety features at the Pierce House (\$19,000), to design a fire suppression system for the Library (\$14,000), to provide funds to the Conservation Commission for open space purchases (\$36,500), and to fund the Affordable Housing Trust (\$900,000 authorized, \$0 spent).

At Town Meeting in March 2007, the Town authorized the use of CPA funds to improve the Library fire suppression/detection system (\$54,254), to contribute to the purchase price of the Booth property (\$250,000), for structural repairs to the Pierce House (\$155,800), to repair an historic monument in the Bemis Hall Cemetery (\$4,300), to preserve and protect historic records in the office of the Town Clerk (\$7,720), and to fund additional consulting services to complete the Town Building Needs Assessment (\$25,000).

At Town Meeting in March 2008, the Town authorized the use of CPA funds to construct a new historic artifacts archive at the Library (\$465,097), to provide funds to the Conservation Commission for open space purchases (\$25,585), to manage "invasive" plants on Town conversation land (\$31,000 authorized, \$26,000 spent), to update the Town’s Housing Plan (\$12,000 authorized, \$0 spent), to fund the Affordable Housing Trust (\$900,000 authorized), to improve the Library fire suppression/detection system (\$63,288), and for administrative expenses (\$6,000).

For March 2009 Town Meeting, the CPC anticipates recommending funding for Pierce Park, Codman Farm, the Historical Commission, historic document preservation, the Affordable Housing Trust, Bemis Hall, the Pierce House, and the Conservation Commission.

The following chart summarizes money raised and appropriations to date.

CPA Revenues and Appropriations							
Revenues	FY03-04	FY05	FY06	FY07	FY08	FY09*	Total
Town	\$439,706	\$470,665	\$532,920	\$590,877	\$583,127	\$557,922	
Revenues‡							
State Match	203,365	220,879	461,436	500,519	517,657	412,288	
Total Revenues	643,071	691,544	994,356	1,091,396	1,100,784	970,210	\$5,491,361
Appropriations#							
Housing	269,000	239,500	434,000†			900,000	
Historic	79,700	95,000	271,047†	331,182	246,731	528,385	
Conservation		163,500	350,000†	36,500	250,000	51,683	
Recreation				45,191			
Administrative	5,000					6,000	
Total	353,700	498,000	1,055,047†	412,873	496,731	1,486,068	\$4,302,419
Appropriations							

* revenues not yet certified

‡ includes interest earned

actual amount spent is shown, where less than appropriation

† bonded over 10 years

7. Governmental Accounting Standards Board Statement, No. 45

Governmental Accounting Standards Board (GASB) Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*, requires state and local governments to revise the way in which they report their the costs and obligations related to post-employment healthcare and other non-pension benefits. These are also known as other post-employment benefits, or OPEB. In the past, most state and local governments charged themselves only for the payments made to retired employees each year. However, GASB 45 calls for these governments to recognize the benefits that have already been earned by active and retired employees as well as the benefits active employees will earn in the future.

For Lincoln, this change was effective for FY '09 financial statements. Under GASB 45, the Town is recognizing a significant OPEB liability for benefits to be received through its Postretirement Medical and Life Insurance Plan.

Based on an actuarial study, the initial valuation of the Town's OPEB liability was \$61.7 million. This figure represents the present value of benefits earned to date. The amount can be spread, or amortized, over a period of up to 30 years. For Lincoln, this amortization results in an annual contribution of \$4.9 million to fully fund the liability. Towns are not required to fully fund the liability, although it must be disclosed on financial statements. However, it is good municipal financial practice to develop a plan for reducing the liability, and to begin to implement it. If an accrued liability is not funded, it could adversely impact the Town's bond rating.

A number of strategies are available to towns to address the overall liability and the annual amortization amount. These include establishing a trust fund in which monies are held specifically to fund OPEB obligations and invested in order to finance the benefit payments when due in the future. By establishing

a trust fund and making contributions to it, governments may use a higher discount rate to calculate the present value of the benefit liability, and thereby reduce it.

In March 2008, Town Meeting petitioned the General Court to authorize Lincoln to establish a Post Employment Health Insurance Trust Fund. Subsequently, the legislation was approved and, on January 10, 2009, Governor Deval Patrick signed it into law. Under Warrant Article 20, Town Meeting will be asked to authorize a transfer of \$100,000 to this trust fund.

Another strategy is to adopt a provision of Massachusetts state law that revises the type of health care coverage offered to Town employees. Known as Section 18 of Chapter 32B of Massachusetts General Law, adoption of the section requires all eligible retirees to enroll in Medicare Part B for their health care coverage. Retirees would also be required to purchase supplemental coverage (Medex); the Town would pay 60% of the cost and employees 40%. The Lincoln-Sudbury Regional High School as well as the Town of Sudbury and other nearby communities have already approved Section 18.

Under Warrant Article 34 at Town Meeting, Lincoln will be asked to adopt Section 18. If the section is adopted, the Town's OPEB liability would be reduced to about \$43 million and the annual contribution to fully fund the liability would be reduced to \$3.0 million. In addition, starting in FY '11, there will be additional savings from a one-time decrease in the annual cost of health insurance for retirees.

The funding challenge posed by GASB 45 developed over many years and Lincoln will need to address the liability over many years. The Finance Committee will continue to work with the Town to develop a long-term strategy. It is anticipated that the annual contributions to the Post Employment Health Insurance Trust Fund will increase.

8. Property Tax

The table shows the estimated tax impact on an average house of the proposed FY '10 budget. The estimate assumes an FY09 assessment value for the average single family home of \$1,059,665. FY10 assessment values will be determined in the fall when the Town sets its tax rate.

Town of Lincoln		
FY '10 Estimated Tax Impact		
	FY '09	FY'10
Average Tax Bill	\$11,466	\$11,898
\$ Increase		\$432
% Increase		3.8%
Capital Outlay Exclusion for Field House Roof Replacement (\$230,000)		
\$ Increase		\$127
% Increase		1.1%
Total Tax Bill with Capital Outlay Exclusion		\$12,025
\$ Increase		\$559
% Increase		4.9%

9. Looking Forward

The Finance Committee works closely with the Town, the Lincoln Public Schools, Lincoln-Sudbury Regional High School, and independent Boards to anticipate the Town's future needs and to analyze the financial impact of these needs and various policy options for addressing them. The Town's land use choices, including changes in the number and types of houses, impact school enrollment and infrastructure requirements. The Town's fiscal choices usually impact the residential property tax. Although the FY '09 budget and the proposed FY '10 budget can be funded without an operating override, the committee may find it necessary to recommend an override to the Town in FY '11 or a subsequent year.

In the years ahead, the immediate budget challenge will be to manage Town finances prudently during a profound recession. This will require flexibility in responding to revenue forecasts that will frequently change, budgetary discipline, and moderation in the pursuit of new spending initiatives. At the same time, the Finance Committee anticipates the need to plan for major capital projects, such as those for the maintenance or renovation of Town buildings and for the renovation or replacement of buildings at the Lincoln Public Schools.

At the moment, the Town is relatively underinvested in major capital projects as compared to its spending on the operating budget. One reason is that the debt for the construction at the Lincoln Public Schools in 1996 is just being retired. In FY '10, funding for capital projects, such as the roads project, the regional high school, and the field house roof, is projected to be about 4% of operating expenditures. Prudent municipal management suggests that funding for major capital projects should represent between 5 and 12% of operating expenditures. Although such projects may not be undertaken until the economy has recovered or is starting to recover, the committee will work with the Town, the Lincoln Public Schools, and the Capital Planning Committee to plan for these projects and to sequence capital expenditures so as to minimize year-to-year changes in payments for debt exclusion. The Finance Committee will also work with the Town to develop a long-term plan for responding to GASB 45 and for funding the Post Employment Health Insurance Trust Fund.

The Finance Committee will continue to place a high priority on maintaining adequate Emergency Reserves, working with the Town for expanded tax relief for those homeowners on limited or fixed incomes, and advocating for continued participation in the Community Preservation Act program.

General Government

FY '08 Actual	FY '09 Budget	FY '10 Proposed
\$1,904,080	\$2,231,183	\$2,285,093

General Information

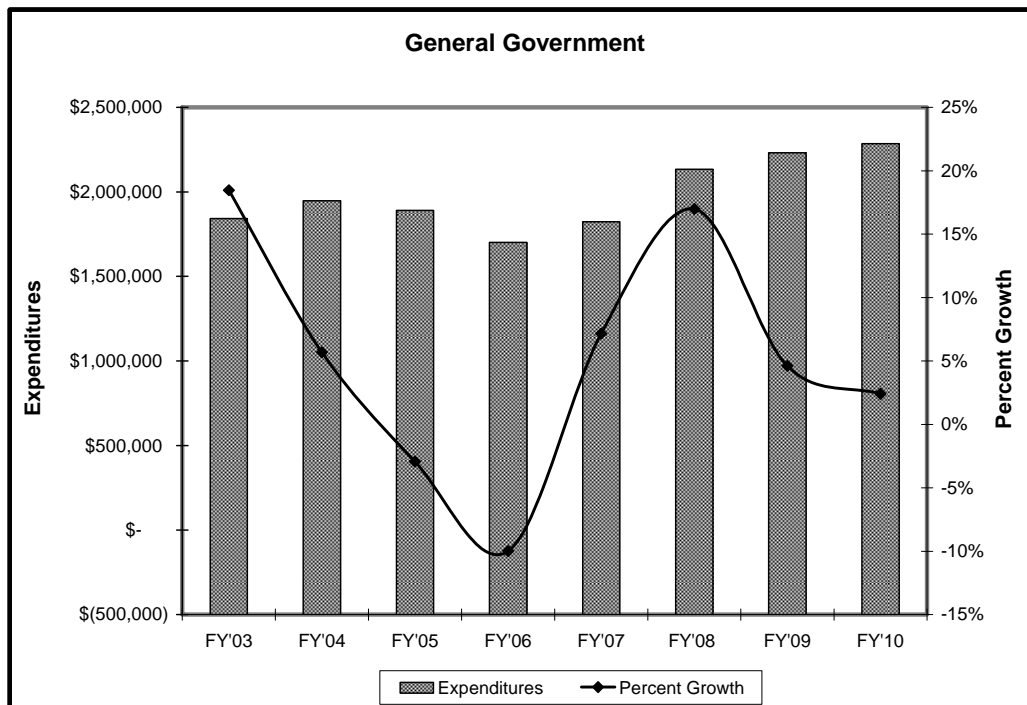
General Government includes: Board of Selectman, Finance Committee, Town Offices, Legal Services, Reserve Fund, Assessors, Law Department, Town Clerk, Registrar of Voters, Conservation Commission, Planning Board, Board of Appeals, Town Report and Town Buildings. The largest account is Town Offices, which includes personnel costs and administrative and financial department expenses.

Key Issues

- The FY '10 budget is a level services budget with the exception of an increase of \$10,000 for information technology, including hardware and software maintenance.
- The Reserve Fund is part of the General Fund, and is intended to cover extraordinary and unforeseen needs of the Town, the Lincoln Public Schools, and independent Boards. It is funded at \$450,000.
- FY '10 is the second-year of a three-year collective-bargaining agreement.

Warrant Articles

- Article 11, Information technology strategic planning: \$30,000.
- Article 12, Information technology, scan to personal computers: \$3,500
- Article 13, Information technology, computers: \$20,000.
- Article 20, Funds for Post Employment Health Insurance Trust Fund: \$100,000
- Article 23, Town-wide building maintenance: \$83,000.
- Article 27, Bright Light Award: \$500.
- Article 39, Acceptance of Section 18



Public Safety

FY '08 Actual	FY '09 Budget	FY '10 Proposed
\$2,924,643	\$3,072,120	\$3,162,443

General Information

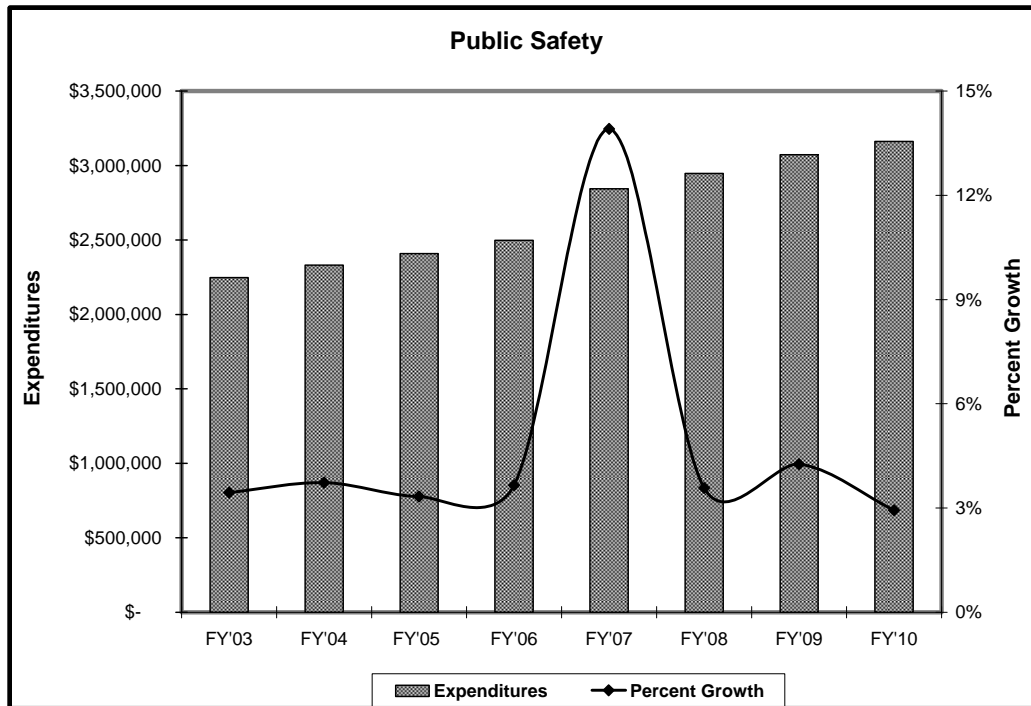
Public Safety includes the police department, the fire department, emergency medical services, the building department, the communications center, emergency management and the dog officer.

Key Issues

- The FY '10 budget is a level services budget.
- There is no change in staffing.
- FY '10 is the second-year of a three-year collective bargaining agreement.

Warrant Articles

- Article 9, Firefighter bunker gear: \$40,000. The funds are to purchase protective clothing and equipment for firefighters.
- Article 10, Police-two cruisers: \$60,000. The funds are to replace 2 police cruisers, following an annual replacement schedule.



Lincoln Public Schools

FY '08 Actual	FY '09 Budget	FY '10 Proposed
\$8,319,489	\$9,054,364	\$9,280,723

General Information

As in prior years, the Lincoln Public Schools are working to maintain and improve their educational programs, within the fiscal constraints established by the budget. The schools, with the assistance of a facilities subcommittee, are actively engaged in building and campus maintenance. The efforts are supported with Capital Planning Committee (CPC) funds.

The School Committee has completed a facilities master plan, met with the Selectmen and the Finance Committee, and submitted a "statement of interest" to the Massachusetts School Building Authority. The statement of interest is the first step in seeking state approval and funding for a school building project on the Ballfield Road campus. If such a project moves forward, it would take a least several years to plan and to develop an approach to funding.

Implementation of a technology initiative began in FY '08, continued in FY '09, and should be completed in FY'10. The CPC has recommended that the Town fund the final year of the three-year "lease to own" option for computer hardware. CPC funding has provided hardware acquisition, a new technology lab, the purchase of interactive white boards, and additional technology infrastructure enhancements.

The operating budget supports continued professional development for the faculty. Program improvement initiatives funded in FY '09 have been successfully implemented. These include a new mathematics curriculum for kindergarten to grade 5, full day kindergarten, an expansion of world language, beginning in grade 4, and an expanded elementary science curriculum. Students in grades 7 and 8 have also been able to take online classes through the Virtual High School Project. This is one example of how the school has addressed recommendations made by the Task Force on High Achieving Students.

Initiatives in FY'10 include new math materials for grades 6 to 8, an expansion of the technology engineering program from grade 6 to grades 7 and 8, and professional development for the faculty. Efforts to narrow achievement gaps and to support advanced learning opportunities will continue.

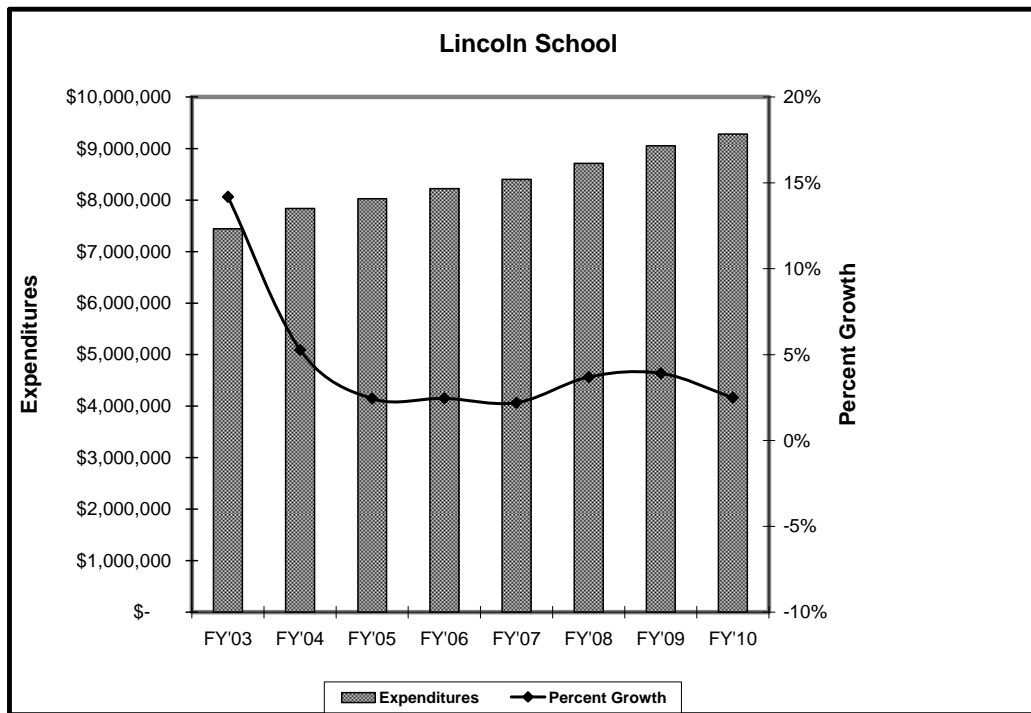
Key Issues

- Enrollment in FY '10 is projected to decrease slightly, from 625 to 615 students. The number of classroom sections is expected to be 34, as compared to 32 in FY '09. The class sizes are consistent with School Committee policy, as revised in 2007, and reflect the district's commitment to maintain small class sizes, a hallmark of the Lincoln Public Schools. Specific changes are the result of the size of specific grade level cohorts.
- Personnel costs represent about 84% of the school budget. The Lincoln Teachers Association is in the first year of a three-year contract. Contracts for custodians and secretaries will be negotiated this spring.

- Special education costs and reimbursement are projected to remain level. The budget includes about \$85,000 of "circuit breaker" reimbursement and \$53,000 of Medicaid reimbursement, both received for expenditures in prior years.
- The METCO program brings students from Boston to the Lincoln School and is viewed by the School Committee as a fundamental means of educating children about how to live in a diverse world. Recent adjustments to the State budget have reduced METCO funding for FY '09 in the middle of the year. The level of funding of the FY' 10 METCO grant is uncertain. The School Committee will respond once the State budget is approved.

Warrant Articles

- Article 14, Instructional technology equipment: \$110,000.
- Article 15, Air conditioning compressor: \$16,500.
- Article 16, Brooks asbestos abatement: \$95,750.
- Article 17, Hartwell curtain wall replacement design: \$21,000.
- Article 18, Field house roof replacement: \$230,000
- Article 21, Transfer Medicaid reimbursements into budget: \$53,000.
- Article 25, Maintenance, classroom rehabilitation, exterior painting and repairs: \$94,000.



Lincoln-Sudbury Regional High School

	FY '08 Actual	FY '09 Budget	FY '10 No Sudbury Override	FY '10 Possible Sudbury Override
Total Budget:	\$25,978,883	\$26,064,093	\$26,496,260	\$27,056,856
Offsets:	3,787,654	3,827,595	3,749,512	3,749,512
Total Assessment:	22,460,358	22,145,162	22,671,377	23,328,458
Lincoln Share:	\$3,297,558	\$3,372,945	\$3,518,870	\$3,605,706

In this table, the Lincoln share for the FY '09 budget is the final share under the assessment; this was calculated after Town Meeting in March 2008. The FY '09 gift from Lincoln to the high school of \$111,036 was outside of the assessment and does not contribute to it.

General Information

Enrollment at Lincoln-Sudbury Regional High School is projected to remain level at 1,640 for FY'10. As of October 1, 2008, 237 Lincoln students were enrolled. Enrollment grew continuously during the prior 20 years, including a 52% increase (558 students) from FY '98 to FY '08. Enrollment is expected to increase in FY '11, and reach 1,748 students by FY '14. The new high school building was built to accommodate approximately 1,850 students.

Lincoln's share of the total regional school district assessment is based on a three-year rolling average of its enrollment. Lincoln's share will increase from 15.19% in FY'09 to 15.49% in FY '10. Lincoln's share, which was generally in the 12-14% range during the 1990's, has remained in the 14-16% range since 1997.

A regional school district's budget includes all costs incurred, including items not normally found in local school budgets, such as health and life insurance, workers' compensation, property and casualty insurance, FICA, retirement assessments, and debt service. For all municipal entities, growth in these non-discretionary costs exerts pressure on the discretionary aspects of the budget.

The "total budget" shown in the table, however, does not reflect certain expenses, which are offset by payments from outside sources. These include: bond premium offsets; building use fees; activities/athletics participation fees; parking permits; grants (e.g. METCO); tuitions; and state special education "circuit breaker" aid. The "offsets" include certain other amounts that are applied to reduce the assessment, including: reapportionment of prior years' unbudgeted revenues and unexpended budgeted expenses (as discussed below); Chapter 70 state-aid for education and transportation; Medicaid reimbursement; and miscellaneous fees.

According to the regional agreement, the lower of the two towns' budgets determines the regional school district's budget. At the time of writing this report, the Sudbury Board of Selectmen have voted against putting an override proposal on the warrant for Sudbury's Town Meeting. However, they have also expressed an intention to postpone consideration of their FY '10 budget to a later time than their scheduled Town Meeting. Consequently, because an override may still be proposed and approved in Sudbury, the high school budget being proposed for approval at Lincoln Town Meeting provides sufficient money to fund the Lincoln share of either a Sudbury override or no-override budget for the

high school. If there is an override in Sudbury, the cost to Lincoln will be no more than that allowed for under the 2.5% budget guideline that the Lincoln Finance Committee provided to the high school, the Town, the Lincoln Public Schools, and the Library. If there is not an override in Sudbury, the cost to Lincoln will be less.

A Sudbury override budget might increase the high school's operating budget by 4.8% and thus the total budget by about 3.8% over the FY'09 budget. Non-discretionary cost increases, however, would likely necessitate a reduction of about 1.5 FTE's of professional staff and 1.5 FTE's of support staff.

A Sudbury no-override budget would increase the operating budget by 2.4% and thus the total budget by 1.7% over the FY '09 budget (about 2% over the FY '08 budget). As a result, the high school projects that it will need to eliminate 6 FTE's of professional staff, one of the current four housemasters, and 4.5 FTE's of support staff (including custodial staff).

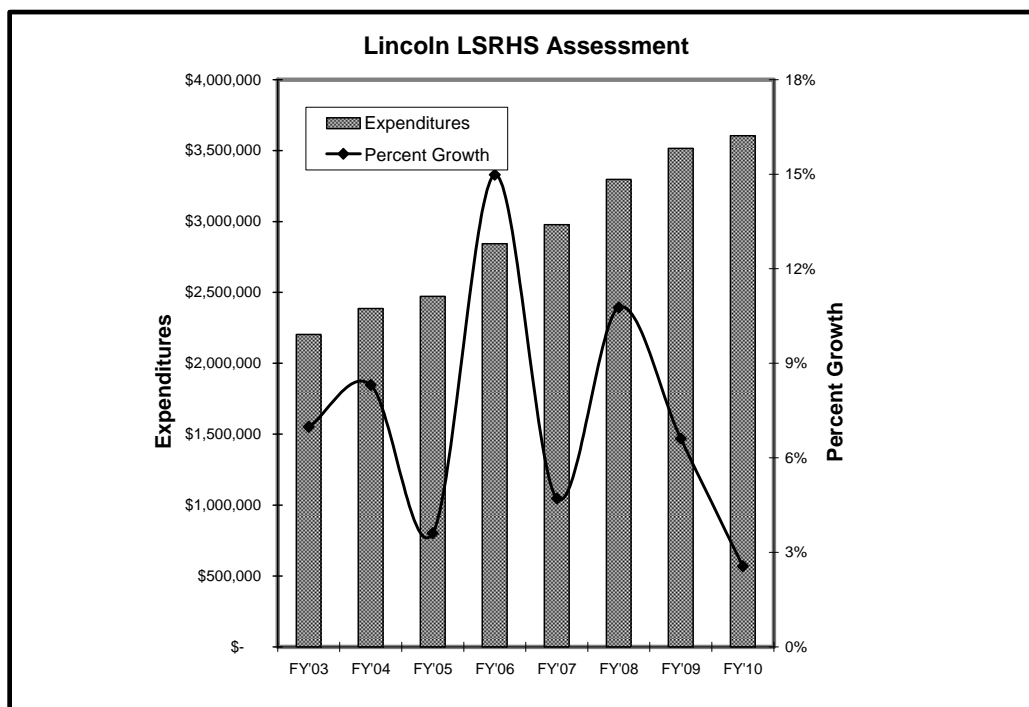
Key Issues

- The Sudbury override and no-override budgets will both result in reductions of professional staff, increases in class size, and increases in teacher loads, as well as reductions of supplies and materials. Both budgets will both move the high school further away from accomplishing its goal of reducing class sizes and teacher loads to 2004 levels, when there were 220 fewer students. Under the Sudbury no-override budget, the percentage of students in classes exceeding 25 will increase to approximately 80% in math and science, 70% in history, and 65% in English.
- The Sudbury no-override budget is expected to result in the reduction or elimination of certain curriculum offerings (e.g. curtailing of Latin, music, and applied technology) and certain athletics offerings.
- A new three-year teacher's-union contract is currently being negotiated. The FY '10 budgets for the high school assume a 2% cost-of-living salary-adjustment and continuation of existing "step" increases. The budgets utilize projected actual costs for utilities, special education, and transportation, and a reduction of 20% in most other general expenses. Fees and other direct offsets are assumed to be the same as in FY'09.
- The Middlesex County Retirement System assessment for the pensions of eligible (20+ hours/week) non-teaching staff is budgeted to increase 5.7% over FY' 09. Recent investment declines will not be reflected in the system's assessments until FY' 12. The pensions of teachers and eligible administrators are provided by the Massachusetts Teachers Retirement System, for which the high school does not make an employer contribution.
- Health insurance, for both active employees and retirees, is purchased through the Minuteman Nashoba Health Group, a purchasing group that is self-insured for most health plans. The high school currently contributes 75% of the premium cost and employees 25%. Premiums have been set to increase 6% over FY '09. The Lincoln-Sudbury School Committee recently adopted Section 18 of Chapter 32B, which will save approximately \$125,000 of retiree health insurance costs in FY' 10, by mandating that retirees enroll in Medicare as the primary payor (thus limiting the high school's cost to 75% of the premiums for supplemental insurance). The adoption of Section 18 will eventually have a greater impact as more retirees are eligible for Medicare and the future funding of retiree benefits decreases.

- The high school anticipates that its Chapter 70 state aid and transportation aid will be level with FY'09.
- Interest on the debt service incurred for the new high school building will decrease by \$118,500 from FY'09 because long-term bonds were issued with level-principal payments.
- Like Lincoln's Reserve Fund, which is maintained to cover emergency and unexpected expenses outside of the budget, the regional school district maintains an Excess and Deficiency (E&D) Fund. Lincoln's policy is to maintain its reserves at a level of at least 3% of the operating budget. Under state law the high school's E&D Fund can be funded at up to 5% of the operating budget. Under the regional agreement, however, funding of the E&D Fund requires the approval of the Finance Committees of both towns. As a result of fiscal policy in Sudbury and a standing practice of returning unanticipated revenue/unexpended budgeted expenses to Lincoln and Sudbury, the E&D Fund has remained for years at \$381,000 (about 1.4% of the regional school district's operating budget).

Warrant Article

- Article 28, Lincoln-Sudbury Regional High School Stabilization Fund



Minuteman Regional High School

FY '08 Actual	FY '09 Budget	FY '10 Proposed
\$110,873	\$86,654	\$52,640

General Information

The Minuteman Regional High School, which is in Lexington near the Lincoln border, is a four-year career and technical high school serving the member towns of Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland and Weston as well as other cities and towns in eastern Massachusetts. It offers a choice of professional and occupational careers, a full college academic program, and an associated career exploration program. In addition to full-time enrollment for students in grades 9-12, Minuteman provides a variety of part-time, after-school, middle school, career and technical educational activities, and college and industrial linkages.

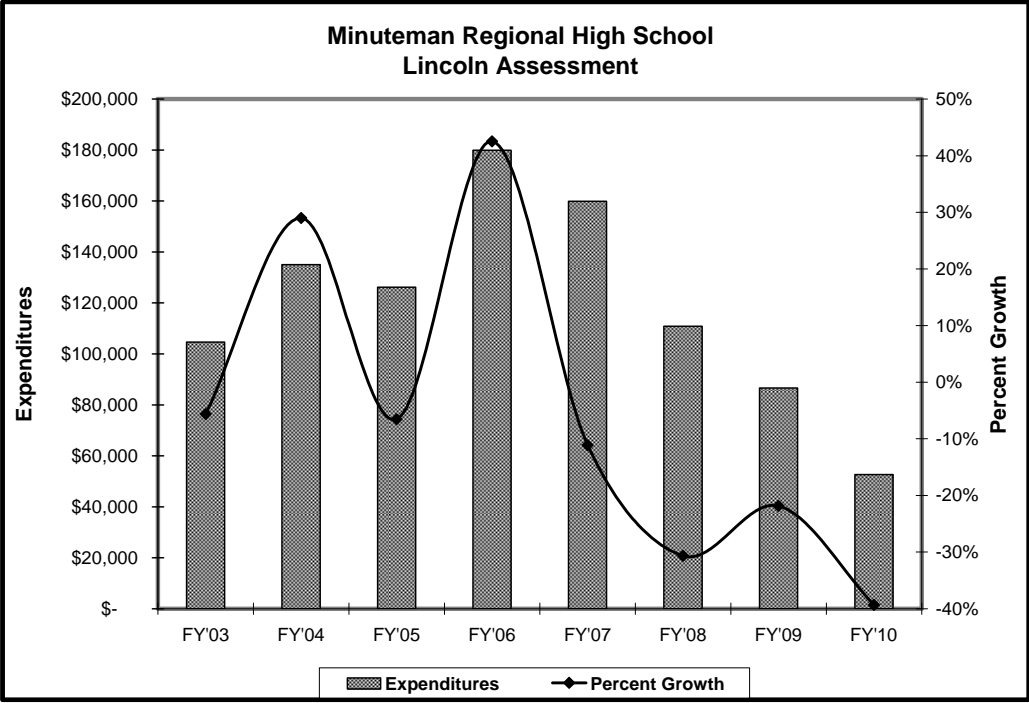
The Minuteman Regional School Vocational Technical School District is funded by a combination of assessments from each of its municipal members, state and federal reimbursements, and tuition payments by non-member municipalities. Tuition assessment of member towns is based primarily on the proportion of their students attending to the total of member town enrollments.

Key Issues

- About \$10.4 million of Minuteman's estimated \$17.5 million FY '10 budget will be assessed to member towns. The balance will be from tuition payments for students in non--member towns and government payments.
- As of October 2008, two full students that reside in Lincoln attended Minuteman. In February 2009, full-time enrollment was 683 students.
- Minuteman offers a part time program that allows high school students to take part in elective technical training courses on a half-day basis. At present, few Lincoln-Sudbury Regional High School students take advantage of this program. Minuteman also offers "post graduate" programs to high school graduates.
- The FY '10 budget reflects cost savings achieved by reducing and reorganizing some programs. Career offerings are being expanded to include emergency medical technician training, certification in barbering, business legal and financial services and hospitality training.

Warrant Article

- Article 42. This article would establish a stabilization fund as a mechanism for Minuteman to fund future capital expenditures. The district is not requesting any funding at this time. Funding would occur from internal fund transfers or future warrant article requests. Funding for such warrant article requests would require approval from all of the 16 member towns.



Public Works and Facilities

FY '08 Actual	FY '09 Budget	FY '10 Proposed
\$1,335,788	\$1,266,180	\$1,297,988

General Information

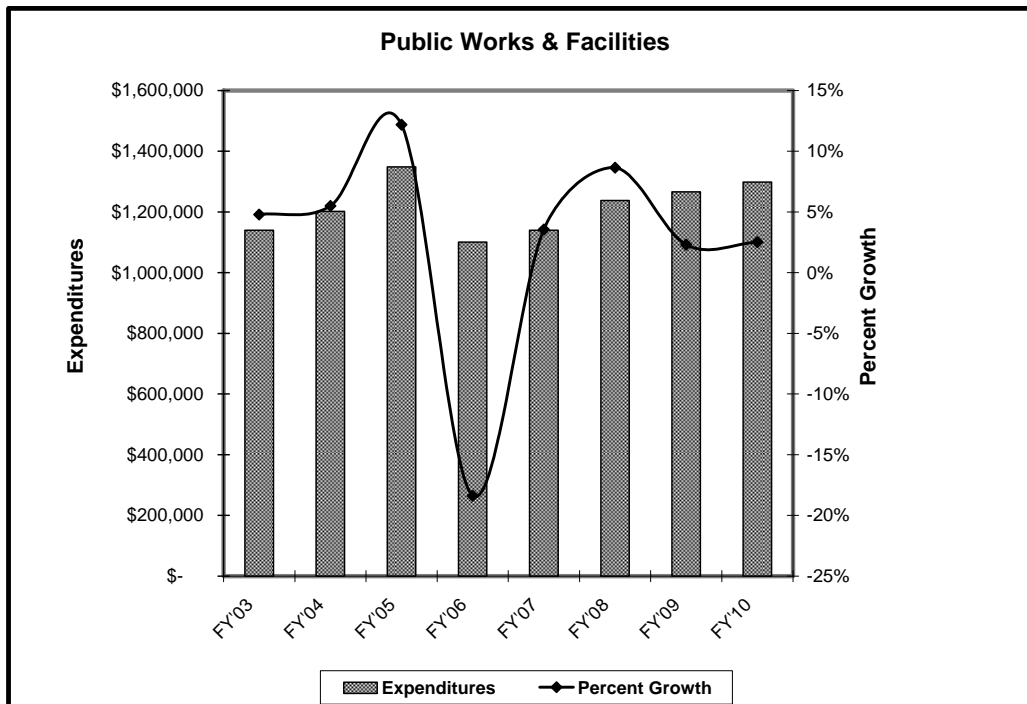
Public Works & Facilities includes Engineering & Consulting, DPW Operation & Maintenance, Snow & Ice Control, Street Lighting, Tree Warden, Building Maintenance, Rubbish Removal, Transfer Station and Cemetery.

Key Issues

- Following approval in FY '09, the Town will be spending \$5.5 million to repair the town's major roadways starting in 2009.
- Lincoln receives Chapter 90 funds from the state each year, typically about \$200,000 depending on the state budget. These are primarily used to resurface secondary roads.
- The FY '10 operating budget is a level-service and level-staff budget.
- FY '10 is the second-year of a three-year collective bargaining agreement.

Warrant Articles

- Article 8, DPW wood chipper: \$55,500.
- Article 22, Chapter 90 appropriation for roads.
- Article 26, pavement maintenance: \$30,000.



Human Services

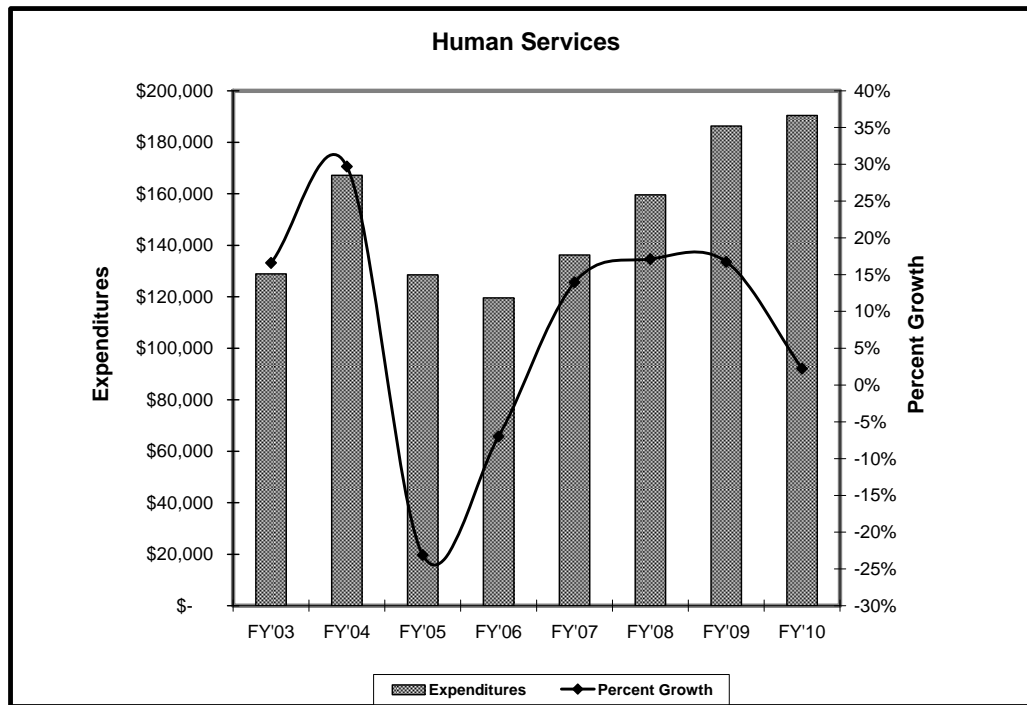
FY '08 Actual	FY '09 Budget	FY '10 Proposed
\$159,357	\$186,271	\$190,442

General Information

Human Services covers a broad range of programs. It includes the Board of Health, the Council on Aging, Veteran's Services, the Housing Commission, and the Minuteman Home Care Membership. The Council on Aging is the largest component. Lincoln has an agreement with Concord that provides for inspection services and health-related technical support.

Key Issues

- The FY '10 budget is a level-services budget. There is no change in staffing.
- The budget includes \$18,000 for veteran's benefits, an amount sufficient to cover the cost of one, twelve-month claim. The state reimburses 75% of town expenditures for Veterans services, so the net cost to the town of such a claim would be \$4,500.



Recreation, Conservation Land, Celebrations, and Pierce House

	FY '08 Actual	FY '09 Budget	FY '10 Proposed
Recreation	\$331,351	\$351,451	\$360,313
Conservation Land	\$68,970	\$78,668	\$80,061
Celebrations	\$18,986	\$21,020	\$21,565
Pierce House	\$42,025	\$43,285	\$44,367

General Information

A six member Recreation Committee, half elected and half appointed by the Board of Selectmen, oversees the Recreation Department. Staffed by a director and assistant director, the department provides a range of recreational activities for citizens of all ages. It manages all of the Town's recreational facilities, including the tennis courts, playgrounds, playing fields and the Codman Pool. The department also operates a children's summer camp and schedules use of facilities at the Lincoln School campus for after-hours activities.

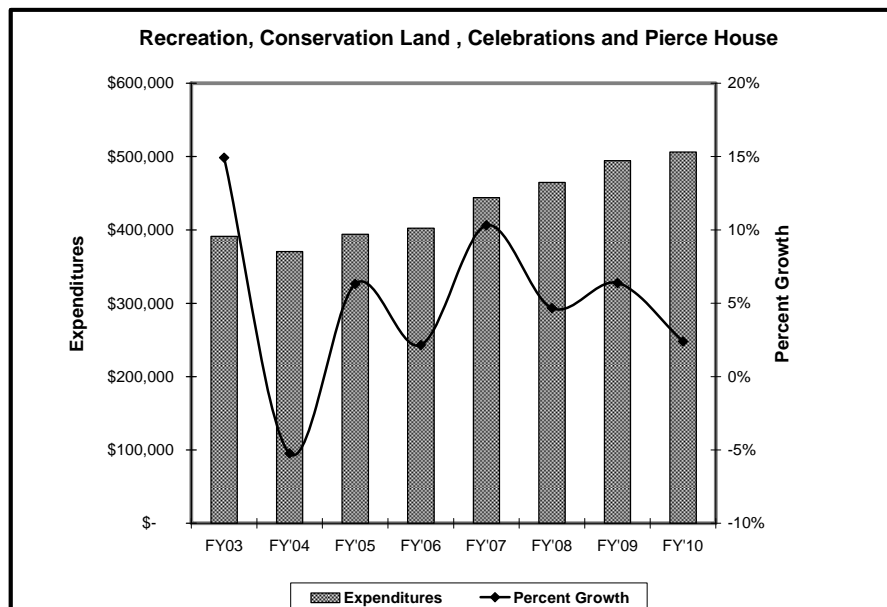
Effective in 2007, the Recreation Department assumed responsibility for organizing town celebrations, including Memorial Day, all July Fourth festivities, and the Pierce Park Summer Concert Series.

The conservation land budget includes expenses for the maintenance and recreational use of conservation land.

Since FY '07, personnel costs for the Pierce House have been included in this category.

Key Issues

- The FY' 10 budget is a level services and level staff budget.
- The Recreation Department continues to recover approximately 90% of its costs from user fees.



Library

FY '08 Actual	FY '09 Budget	FY '10 Proposed
\$762,729	\$805,858	\$835,282

General Information

The Lincoln Public Library is open seven days a week during the winter months (57 hours) and five days a week during the remainder of the year. It maintains full service staffing and a book budget commensurate with the needs of a highly literate public. It is a member in good standing of the Minuteman Library Network. It provides access for residents to books, tapes, DVDs and reference materials from the facilities of the forty-one member towns' libraries. The Library continues to be extremely busy responding to the varied needs of residents.

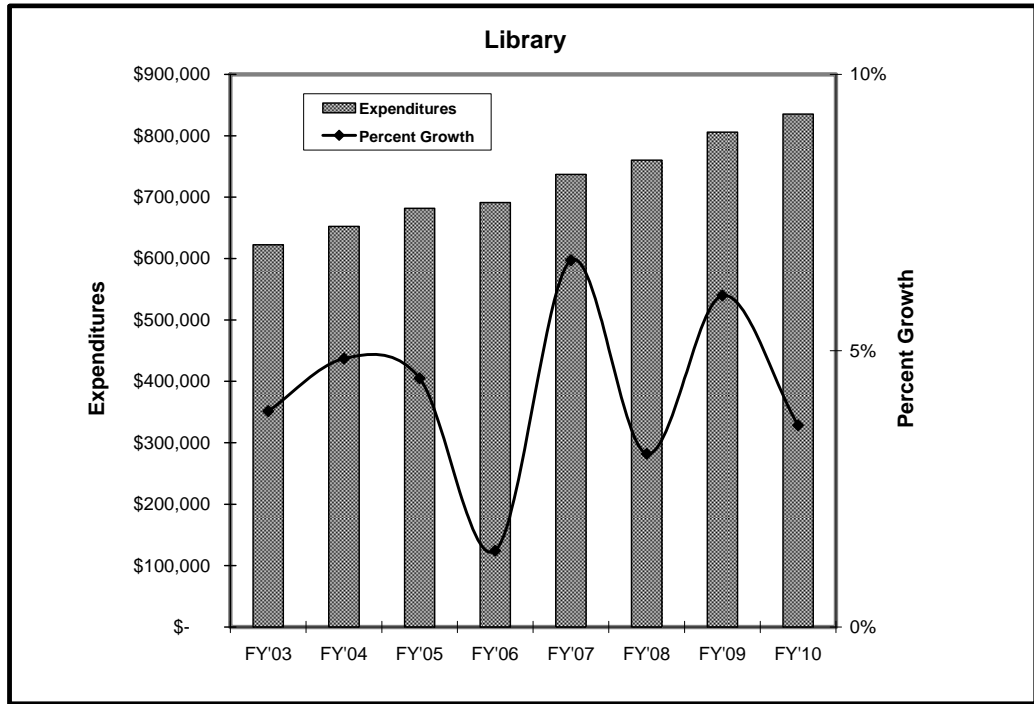
The Friends of the Lincoln Library sponsored a house tour and open house in October. The theme of the house tour was "Transitions" and featured Lincoln houses that had been renovated. This event was a big success and raised \$10,000 for the Library. The open house welcomed Lincoln residents to the second living room. Library programs such as "Classic Jazz," "Photo Share," "The Write Stuff," Monday Mystery book group and Friday Morning book group, as well as programs for children were showcased. The event was a success; approximately 100 people attended.

Key Issues

- The FY'10 budget enables the Library to meet the level of expenditures on books required to maintain state certification. Certification is a condition of the Town's continued participation in the statewide reciprocal borrowing program and qualifies the Library for some state funding.
- The budget maintains current hours and services.
- Approximately 1% of Lincoln residents volunteered at the Library in 2008!
- Repairs and maintenance to the Library's physical plant continue. In 2008, the fire suppression system was extended to the sub-basement and attic as well as expanded into the basement. A standpipe was installed in the fire stairway. The Community Preservation Act funded these projects.

Warrant Article

- Article 24, Library building maintenance: \$27,000.



Debt Service

FY '08 Actual	FY '09 Budget	FY '10 Proposed
\$1,256,726	\$1,282,470	\$448,013

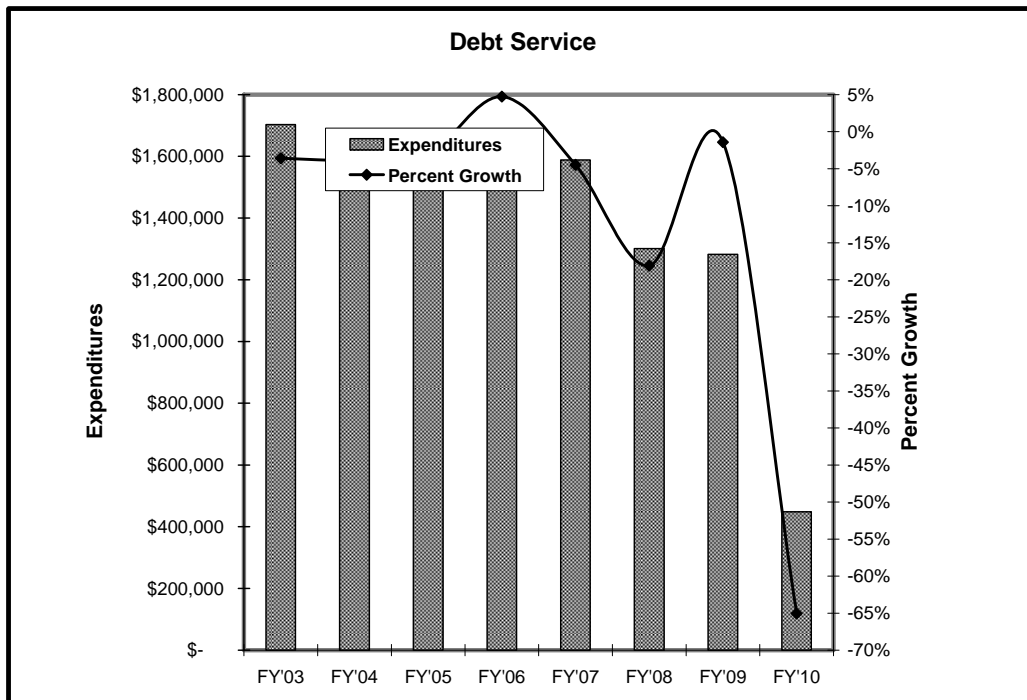
General Information

Debt service represents principal and interest payments on the Town’s outstanding loan obligations. It increases when Town Meeting authorizes short-term borrowing or the issuance of bonds. It decreases as the loans or bonds mature. Because principal is repaid on a level basis and interest is paid on outstanding balances, debt service is “front loaded” with high payments initially that decline as principal is paid down over time (unlike a mortgage payment that remains level throughout its life). Municipal bonds may not be retired on an accelerated basis in order to take advantage of declining interest rates. The Town of Lincoln has the highest bond rating available, AAA, from S & P. This means the lowest borrowing costs available for future indebtedness.

Debt service for LSRHS is part of the high school budget.

Key Issues

- Debt service for FY '10 is lower than debt service for FY '08 and FY '09 primarily because the Town is no longer paying for the renovation of Lincoln Public Schools in 1996.
- In FY '10, \$220,000 of the debt service is for interest on short-term debt for the \$5.5 million road project that was approved in 2008. In FY '11, the cost of the debt service will increase as permanent financing is secured for the road project.



Pensions and Insurance

FY '08 Actual	FY '09 Budget	FY '10 Proposed
\$4,126,413	\$5,164,744	\$5,447,994

General Information

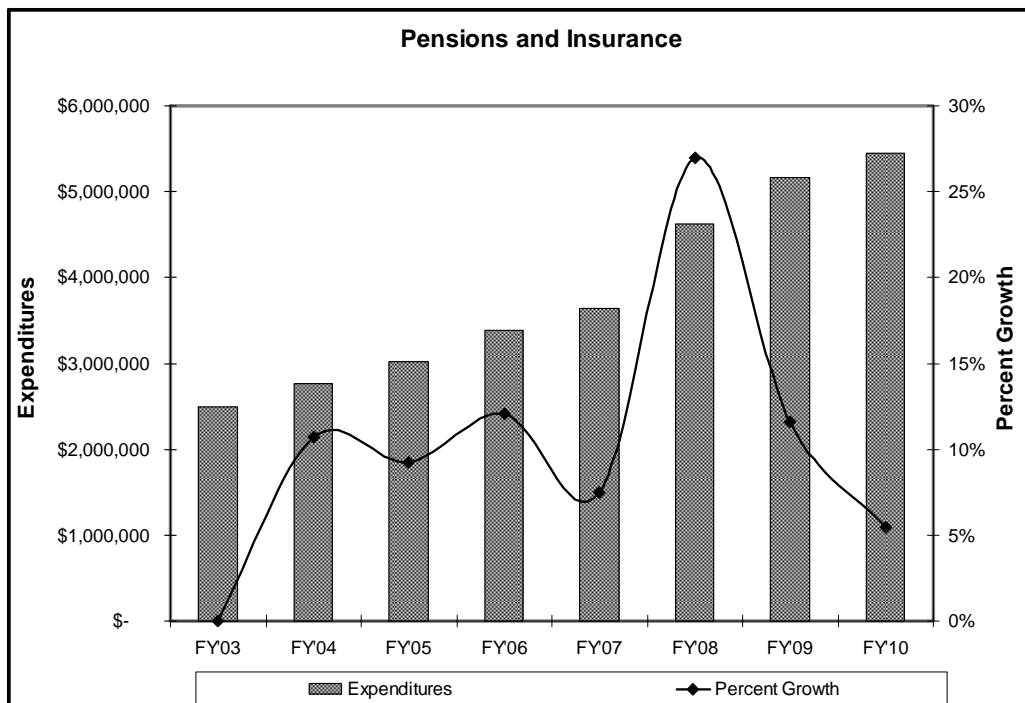
This category covers retirement insurance, unemployment insurance, health insurance, FICA/Medicare, life insurance, and general insurance, e.g., property and casualty. The overall increase for FY '10 is 5.5%.

The Town is a member of the Middlesex Retirement System and contributes annually to a retirement fund that covers public sector employees within the former Middlesex County. The assessment continues to grow each year because of an increasing number of participants and Lincoln's need to fully fund its pension liability by 2028. For FY '10, the cost is expected to increase by 9.8% as compared to FY '09; in FY11 it will increase by an additional 4.5%. The increase for FY '12 may be greater, because of the decreased value of the retirement system's investment portfolio. The decrease in value is not reflected in the FY '10 assessment.

The Town offers several health insurance plans to its employees, including employees of the Lincoln Public Schools. These expenses are carried in this line item, not in the K-8 School Budget. Health insurance costs for FY '10 are expected to increase by 4.4% over FY '09.

The Town also pays for unemployment, life insurance and employee related FICA/Medicare costs. State and federal law, personnel by-laws, and union contracts determine the Town's contributions.

General Insurance includes worker's compensation, liability insurance, and the bonding of appropriate Town personnel. This cost of this insurance is not expected to increase in FY '10.



Water Department

FY '08 Actual	FY '09 Budget*	FY '10 Proposed*
\$889,296	\$981,447	\$1,041,401

*Budget includes a \$45,000 emergency reserve fund that reverts to the water surplus fund if not used.

General Information

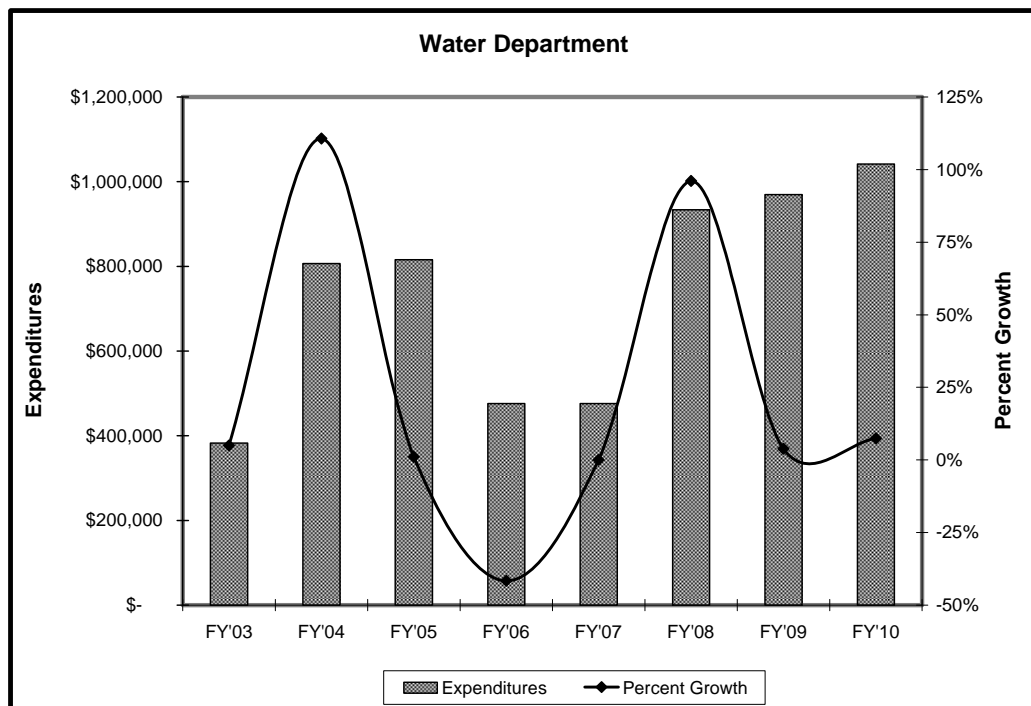
The Water Department maintains Lincoln's water supply and distribution system and assures the quality of the Town's drinking water. Its operating budget is funded entirely through fees paid by water consumers. Revenues in excess of operating costs are contributed to a surplus fund, for capital or emergency use. The surplus fund balance is approximately \$1.2 million.

Key Issues

- Lincoln's water usage is currently 80 gal/day/person. The state Department of Environmental Protection has requested that Lincoln reduce usage to 65 gal/day/person by 2017. The Water Department is considering various approaches to accomplish this reduction.

Warrant Article

- Article 30, Water Plant Improvement



**TABLE 1
FISCAL DETAIL
FY2008-FY2010**

		ACTUAL EXPENDITURES FY08	CURRENT BUDGET FY09	PROPOSED BUDGET FY10
GENERAL GOVERNMENT				
1122	SELECTMEN			
	Personnel Services	0.00	400.00	400.00
	Expense	300.00	3,000.00	3,000.00
	TOTAL 1290	300.00	3,400.00	3,400.00
1290	TOWN OFFICES			
	Personnel Services	701,389.24	752,428.00	771,530.00
	Expense	254,799.71	281,615.00	298,005.00
	TOTAL 1290	956,188.95	1,034,043.00	1,069,535.00
11312	FINANCE COMMITTEE			
	Expense	150.00	200.00	250.00
	TOTAL 1310	150.00	200.00	250.00
11322	RESERVE FUND			
	Reserve Fund Appropriation	298,201.13	450,000.00	450,000.00
	TOTAL 1320	298,201.13	450,000.00	450,000.00
1137	ASSESSORS			
	Personnel Services	38,293.08	40,940.00	48,136.00
	Expense	70,221.65	81,770.00	77,650.00
	TOTAL 1370	108,514.73	122,710.00	125,786.00
11512	LAW DEPARTMENT			
	Expense	93,702.33	120,000.00	120,000.00
	TOTAL 1510	93,702.33	120,000.00	120,000.00
1161	TOWN CLERK			
	Personnel Services	78,022.55	83,090.00	87,656.00
	Expense	1,706.13	6,077.00	6,077.00
	TOTAL 1610	79,728.68	89,167.00	93,733.00
1162	REGISTRARS OF VOTERS			
	Personnel Services	150.00	200.00	200.00
	Expense	5,947.06	11,040.00	11,250.00
	TOTAL 1620	6,097.06	11,240.00	11,450.00
1171	CONSERVATION COMMISSION			
	Personnel Services	103,746.38	116,040.00	120,594.00
	Expense	5,296.11	7,300.00	6,400.00
	TOTAL 1710	109,042.49	123,340.00	126,994.00
1175	PLANNING BOARD			
	Personnel Services	105,385.88	111,669.00	118,681.00
	Expense	7,364.06	7,078.00	3,035.00
	TOTAL 1750	112,749.94	118,747.00	121,716.00

1176	BOARD OF APPEALS			
	Personnel Services	14,631.23	20,763.00	21,872.00
	Expense	1,407.31	5,000.00	4,536.00
	TOTAL 1760	<u>16,038.54</u>	<u>25,763.00</u>	<u>26,408.00</u>
1195	TOWN REPORT			
	Expense	13,966.61	15,145.00	15,475.00
	TOTAL 1950	<u>13,966.61</u>	<u>15,145.00</u>	<u>15,475.00</u>
1191	TOWN BUILDINGS			
	Personnel Services	48,598.72	50,228.00	51,271.00
	Expense	60,800.91	67,200.00	69,075.00
	TOTAL 1990	<u>109,399.63</u>	<u>117,428.00</u>	<u>120,346.00</u>
TOTALS FOR GENERAL GOVERNMENT		<u>1,904,080.09</u>	<u>2,231,183.00</u>	<u>2,285,093.00</u>

PUBLIC SAFETY

1211	POLICE DEPARTMENT			
	Personnel Services	1,197,163.71	1,224,811.00	1,264,260.00
	Expense	61,794.23	71,279.00	71,280.00
	TOTAL 2110	<u>1,258,957.94</u>	<u>1,296,090.00</u>	<u>1,335,540.00</u>
1221	FIRE DEPARTMENT			
	Personnel Services	1,031,826.39	1,066,505.00	1,101,188.00
	Expense	37,578.40	54,910.00	53,300.00
	TOTAL 2210	<u>1,069,404.79</u>	<u>1,121,415.00</u>	<u>1,154,488.00</u>
1231	EMERGENCY MEDICAL SERVICES			
	Personnel Services	51,477.63	63,929.00	65,429.00
	Expense	22,046.96	23,252.00	23,932.00
	TOTAL 2310	<u>73,524.59</u>	<u>87,181.00</u>	<u>89,361.00</u>
12442	SEALER OF WEIGHTS & MEASURES			
	Expense	0.00	0.00	0.00
	TOTAL 2440	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
1249	BUILDING DEPARTMENT			
	Personnel Services	154,982.15	164,623.00	168,527.00
	Expense	4,459.36	5,315.00	7,040.00
	TOTAL 2490	<u>159,441.51</u>	<u>169,938.00</u>	<u>175,567.00</u>
1251	COMMUNICATIONS CENTER			
	Personnel Services	244,098.16	269,611.00	277,206.00
	Expense	24,994.35	33,673.00	33,673.00
	TOTAL 2510	<u>269,092.51</u>	<u>303,284.00</u>	<u>310,879.00</u>
1291	EMERGENCY MANAGEMENT			
	Personnel Services	1,000.00	1,000.00	1,500.00
	Expense	11,361.00	10,700.00	10,492.00
	TOTAL 2910	<u>12,361.00</u>	<u>11,700.00</u>	<u>11,992.00</u>
1292	DOG OFFICER			

	Expense	7,458.58	8,402.00	8,654.00
	TOTAL 2910	7,458.58	8,402.00	8,654.00
1299	PUBLIC SAFETY BUILDING			
	Personnel Services	12,703.57	14,280.00	14,637.00
	Expense	61,698.91	59,830.00	61,325.00
	TOTAL 2990	74,402.48	74,110.00	75,962.00
TOTALS FOR PUBLIC SAFETY		2,924,643.40	3,072,120.00	3,162,443.00
EDUCATION				
1310	LOCAL SCHOOL SYSTEM			
	Personnel Services & Expense	8,319,488.76	9,054,364.00	9,280,723.00
	TOTAL 3100	8,319,488.76	9,054,364.00	9,280,723.00
1331	LINCOLN-SUDBURY REG HS			
	Regional School District			
	Assessment	3,297,558.31	3,515,542.00	3,605,706.00
	TOTAL 3310	3,297,558.31	3,515,542.00	3,605,706.00
1332	MINUTEMAN REG VOC TECH SCH			
	Regional School District			
	Assessment	110,873.00	86,654.00	52,640.00
	TOTAL 3320	110,873.00	86,654.00	52,640.00
TOTALS FOR EDUCATION		11,727,920.07	12,656,560.00	12,939,069.00
PUBLIC WORKS & FACILITIES				
1411	ENGINEERING & CONSULTING			
	Expense	55,544.37	73,000.00	75,000.00
	TOTAL 4110	55,544.37	73,000.00	75,000.00
1422	DPW OPERATION & MAINTENANCE			
	Personnel Services	511,633.16	545,200.00	557,215.00
	Expense	220,554.53	208,200.00	225,080.00
	TOTAL 4220	732,187.69	753,400.00	782,295.00
1423	DPW SNOW & ICE CONTROL			
	Personnel Services	57,026.49	65,700.00	67,318.00
	Expense	208,170.13	45,700.00	46,730.00
	TOTAL 4230	265,196.62	111,400.00	114,048.00
1424	STREET LIGHTING			
	Expense	38,309.19	35,710.00	36,605.00
	TOTAL 4240	38,309.19	35,710.00	36,605.00
1427	TREE WARDEN			
	Expense	5,380.00	5,950.00	6,100.00
	TOTAL 4270	5,380.00	5,950.00	6,100.00
1429	DPW BUILDING			
	Expense	24,894.99	25,760.00	26,405.00

	TOTAL 4290	24,894.99	25,760.00	26,405.00
1433	RUBBISH REMOVAL			
	Expense	13,246.93	12,885.00	13,210.00
	TOTAL 4330	13,246.93	12,885.00	13,210.00
1434	TRANSFER STATION			
	Personnel Services	70,950.26	70,850.00	72,350.00
	Expense	114,221.36	147,600.00	141,700.00
	TOTAL 4340	185,171.62	218,450.00	214,050.00
1491	CEMETERY DEPARTMENT			
	Personnel Services	1,926.60	3,075.00	3,075.00
	Expense	13,930.00	26,550.00	27,200.00
	TOTAL 4910	15,856.60	29,625.00	30,275.00

TOTALS FOR PUBLIC WORKS & FACILITIES

1,335,788.01 1,266,180.00 1,297,988.00

HUMAN SERVICES

1511	BOARD OF HEALTH			
	Expense	24,157.00	24,404.00	24,982.00
	TOTAL 5110	24,157.00	24,404.00	24,982.00
1522	MINUTEMAN HOME CARE			
	Expense	1,103.00	1,136.00	1,199.00
	TOTAL 5220	1,103.00	1,136.00	1,199.00
1541	COUNCIL ON AGING			
	Personnel Services	116,711.96	125,831.00	130,361.00
	Expense	13,199.95	15,900.00	14,900.00
	TOTAL 5410	129,911.91	141,731.00	145,261.00
1543	VETERANS' SERVICES			
	Expense	4,185.00	18,000.00	18,000.00
	TOTAL 5430	4,185.00	18,000.00	18,000.00
1591	HOUSING COMMISSION			
	Expense	0.00	1,000.00	1,000.00
	TOTAL 5910	0.00	1,000.00	1,000.00
1596	CODMAN COMPLEX			
	Expense	0.00	0.00	0.00
	TOTAL 5960	0.00	0.00	0.00

TOTALS FOR HUMAN SERVICES

159,356.91 186,271.00 190,442.00

CULTURE & RECREATION

1611	LIBRARY			
	Personnel Services	544,752.79	578,053.56	593,499.00
	Expense	154,265.88	167,323.16	174,783.00
	TOTAL 6110	699,018.67	745,376.72	768,282.00

1612	LIBRARY BUILDING			
	Expense	63,710.02	60,481.00	67,000.00
	SUB-TOTAL	<u>63,710.02</u>	<u>60,481.00</u>	<u>67,000.00</u>
	Capital Outlay			0.00
	TOTAL 6120	<u>63,710.02</u>	<u>60,481.00</u>	<u>67,000.00</u>
1631	RECREATION DEPARTMENT			
	Personnel Services	263,476.40	271,401.00	279,563.00
	Expense	<u>67,875.00</u>	<u>80,050.00</u>	<u>80,750.00</u>
	TOTAL 6310	<u>331,351.40</u>	<u>351,451.00</u>	<u>360,313.00</u>
1651	CONSERVATION LAND			
	Personnel Services	54,674.00	64,118.00	67,411.00
	Expense	<u>14,295.63</u>	<u>14,550.00</u>	<u>12,650.00</u>
	TOTAL 6510	<u>68,969.63</u>	<u>78,668.00</u>	<u>80,061.00</u>
1661	CELEBRATIONS COMMITTEE			
	Expense	18,986.30	21,020.00	21,565.00
	TOTAL 6610	<u>18,986.30</u>	<u>21,020.00</u>	<u>21,565.00</u>
16931	PIERCE HOUSE			
	Personnel Services	42,025.00	43,285.00	44,367.00
	TOTAL '016620	<u>42,025.00</u>	<u>43,285.00</u>	<u>44,367.00</u>
TOTALS FOR CULTURE & RECREATION		<u>1,182,036.02</u>	<u>1,300,281.72</u>	<u>1,341,588.00</u>

DEBT SERVICE

1712	SCHOOL CONSTRUCTION 1996			
	Principal Long-Term Debt	1,000,000.00	1,000,000.00	
	Interest Long-Term Debt	<u>90,000.00</u>	<u>30,000.00</u>	
	TOTAL 7120	<u>1,090,000.00</u>	<u>1,030,000.00</u>	<u>0.00</u>
1734	PUBLIC SAFETY BLDG 1996			
	Principal Long-Term Debt	0.00	0.00	
	Interest Long-Term Debt	<u>0.00</u>	<u>0.00</u>	
	TOTAL 7340	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
176- 177	BEMIS, TOWN OFFICE ROOF, POOL			
	Principal Long-Term Debt	149,000.00	100,000.00	100,000.00
	Interest Long-Term Debt	17,725.50	22,220.00	19,000.00
	Interest Short-Term			
	TOTAL 7340	<u>166,725.50</u>	<u>122,220.00</u>	<u>119,000.00</u>
1791	INTEREST SHORT-TERM DEBT			
	Interest Short-Term Debt	<u>0.00</u>	<u>25,000.00</u>	<u>25,000.00</u>
	TOTAL 7910	<u>0.00</u>	<u>25,000.00</u>	<u>25,000.00</u>
1792	FIRE TRUCK-ENGINE 2			
	Principal Long-Term Debt		45,000.00	45,000.00
	Interest Long-Term Debt	<u>0.00</u>	<u>15,750.00</u>	<u>13,162.50</u>

TOTAL	0.00	60,750.00	58,162.50
FIRE TRUCK PUMPER/TANKER			
Principal Long-Term Debt		20,000.00	20,000.00
Interest Long-Term Debt		7,000.00	5,850.00
TOTAL		<u>27,000.00</u>	<u>25,850.00</u>
ROAD PROJECT			
Interest Short-Term Debt		17,500.00	220,000.00
TOTAL		<u>17,500.00</u>	<u>220,000.00</u>

TOTALS FOR DEBT SERVICE	<u>1,256,725.50</u>	<u>1,282,470.00</u>	<u>448,012.50</u>
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UNCLASSIFIED

INSURANCE

1911	RETIREMENT ASSESSMENT			
	Expense	1,085,967.71	1,169,438.00	1,284,346.00
	TOTAL 9110	<u>1,085,967.71</u>	<u>1,169,438.00</u>	<u>1,284,346.00</u>
1913	UNEMPLOYMENT INSURANCE			
	Personnel Services	21,943.25	30,000.00	30,000.00
	TOTAL 9130	<u>21,943.25</u>	<u>30,000.00</u>	<u>30,000.00</u>
1914	HEALTH INSURANCE			
	Personnel Services	2,475,774.77	3,319,475.00	3,457,445.00
	Expense	15,343.50	10,959.20	18,000.00
	TOTAL 9140	<u>2,491,118.27</u>	<u>3,330,434.20</u>	<u>3,475,445.00</u>
1915	LIFE INSURANCE			
	Personnel Services	6,212.39	9,000.00	9,000.00
	TOTAL 9150	<u>6,212.39</u>	<u>9,000.00</u>	<u>9,000.00</u>
1916	FICA/MEDICARE			
	Personnel Services	244,466.78	246,193.00	269,523.76
	TOTAL 9160	<u>244,466.78</u>	<u>246,193.00</u>	<u>269,523.76</u>
1942	GENERAL INSURANCE			
	Expense	276,705.00	379,679.10	379,679.10
	TOTAL 9420	<u>276,705.00</u>	<u>379,679.10</u>	<u>379,679.10</u>

TOTALS FOR UNCLASSIFIED	<u>4,126,413.40</u>	<u>5,164,744.30</u>	<u>5,447,993.86</u>
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TOTALS FOR GENERAL FUND	<u>23,360,237.90</u>	<u>27,159,810.02</u>	<u>27,112,629.36</u>
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WATER ENTERPRISE FUND

61451	WATER DEPARTMENT			
	Personnel Services	347,354.43	370,287.00	390,801.00
	Expense	353,697.05	387,160.00	416,600.00
	SUB-TOTAL	<u>701,051.48</u>	<u>757,447.00</u>	<u>807,401.00</u>
	Capital Outlay	188,244.19	179,000.00	189,000.00

TOTAL 4510	889,295.67	936,447.00	996,401.00
614513 WATER DEPARTMENT			
Emergency Reserve	29,121.46	45,000.00	45,000.00
TOTAL 614513	<u>29,121.46</u>	<u>45,000.00</u>	<u>45,000.00</u>
TOTALS FOR WATER ENTERPRISE FUND	<u>889,295.67</u>	<u>981,447.00</u>	<u>1,041,401.00</u>

APPROPRIATION SUMMARY -

GENERAL GOVERNMENT	1,904,080.09	2,231,183.00	2,285,093.00
PUBLIC SAFETY	2,924,643.40	3,072,120.00	3,162,443.00
EDUCATION	11,727,920.07	12,656,560.00	12,939,069.00
PUBLIC WORKS & FACILITIES	1,335,788.01	1,266,180.00	1,297,988.00
HUMAN SERVICES	159,356.91	186,271.00	190,442.00
CULTURE & RECREATION	1,182,036.02	1,300,281.72	1,341,588.00
DEBT SERVICE	1,256,725.50	1,282,470.00	448,012.50
UNCLASSIFIED	4,126,413.40	5,164,744.30	5,447,993.86
WATER DEPARTMENT	<u>889,295.67</u>	<u>981,447.00</u>	<u>1,041,401.00</u>
TOTAL - ARTICLE 7	<u>25,506,259.07</u>	<u>28,141,257.02</u>	<u>28,154,030.36</u>

An Outline of Town Meeting Procedures

Set forth below is a brief description of Town Meeting procedures which govern the presentation, consideration and voting on matters which come before Town Meeting. It is hoped this summary will answer some questions which citizens have regarding Town Meeting, and may serve to make the Meeting run more smoothly and efficiently. While it may not answer all questions people have, it does outline what appears to the Moderator to be the more important facts and basic procedures relating to Town Meeting.

Warrant - The Warrant is the Agenda for the actions to come before Town Meeting. It constitutes official notice to the Town of the matters to be considered in general terms, and indicates the sponsoring Town Department or Agency who will present the Motion and lead the discussion under the Warrant Article. It is worth noting that Articles in the Warrant are not self executing; there needs to be a Motion presented to the Meeting with respect to action to be taken under each Article. Typically the Article will be “to see if the Town will . . . [take some action]” and the Motion will be “Moved: That the Town . . . [take the action]”. The Motion can be virtually identical with the Article or it can be somewhat more precise and specific as long as it is within the “scope” of the Article. As the Article serves the purpose of giving notice to the Town as to what is to be considered no Motion, nor any Amendment to a Motion, can go beyond or cover matters outside of what could reasonably be considered to have been included in the Article. For example, if the Article is to see if the Town will vote to purchase a police cruiser for \$50,000, it would not be within the scope of the Article for the Motion to be to purchase a police cruiser and a fire engine for \$150,000. It would, however, be within the scope of the article if the motion was to purchase a police cruiser for \$30,000. It is up to the Moderator to determine if a motion or an amendment to a motion meets the “scope” requirement.

The Articles in the Warrant will be taken up at the Meeting in the order in which they are printed in the Warrant unless the meeting votes to take an Article out of order. One exception to this rule relates to those Articles which are on the Consent Calendar, as to which see the discussion below. If there are two or more Articles which deal with the same or similar matters or issues, it may be desirable and appropriate for the sponsor of the Articles to make some general comments about all the related Articles before presenting the individual Motions under each one.

Motions - As indicated above there needs to be a Motion presented to the Town to be voted on under each Article. If it happens, as it does from time to time, that prior to Town Meeting but after the Warrant has been printed and posted the sponsor of the Article decides not to go forward with it, there must still be a Motion to dispose of the Article, the usual one being a motion to “pass over” the Article. As you come into the auditorium for the Meeting, one of the documents set out on the table to pick up will be a printed sheet of the proposed Motions to be made under each of the Articles. There may be some Articles (usually referring to by-law amendments) which state that the amendment is on file at the Town Clerk’s office. These amendments will also be included in the Motion Sheet. When the Article is called for presentation the sponsor may read the Motion as printed if it is short or may make the Motion “as printed on the Motion Sheet” if it is longer. If there are any changes or refinements to the printed Motion, these will, of course, be noted. An explanation of the proposed Action will then be made by the sponsor, some of which will be very brief and some may require more detailed explanation. The general guideline is to limit the explanation to no more than ten (10) minutes and this is usually but not always followed (most notably with the presentation of the budget. There may be other Town Boards that wish to speak with respect to action proposed under an Article after which there is opportunity for general discussion and debate from the floor of the meeting. Anyone wishing to stand and make a comment or raise a question need only raise his or her hand and when called upon by the Moderator wait for the delivery of a portable microphone by one of the pages. There are also two standing microphones at the rear of the front section of the auditorium for the convenience of speakers. When called upon to speak

please give your name and your street address and then raise your question or make your comment. Once again there is no hard and fast rule as to time but for speakers from the floor a two to three minute period should be sufficient. Amendments to a Motion can always be made, assuming they fall within the scope of the Article, as discussed above. If someone knows in advance of an Amendment they wish to make, it would be helpful to provide the text of that Amendment to the Moderator. However it is not necessary to have a carefully worked out Amendment in advance. The Moderator and Town Counsel are willing and able to help with the wording of any proposed Amendments. Citizen engagement is vital in making Town Meeting an effective form of government. Please do not hesitate to ask questions or to express opinions or concerns.

Voting - Most motions which are made at Town Meeting are adopted by majority vote, although there are a few which by reason of a statute or Town By-Law require two-thirds vote – e.g. motions to borrow or to amend the Zoning By-Laws. If there are amendments which have been made to motions, the meeting first votes on the Amendment and then on the main motion as amended, if the amendment passes, or on the main motion without the amendment, if it fails. Voting is done first by voice vote and if the Moderator is uncertain whether the motion passes (sometimes those in the minority have louder voices!) the Moderator will call for a standing vote and if it is still unclear there will be a count by tellers appointed by the Moderator. It should be noted that the Moderator’s determination of the result of the vote is final, unless seven voters stand and challenge the determination, in which event a count will be made. In accordance with a Town By-Law adopted a few years ago the same procedure is followed when a two-thirds vote is required; once again seven voters can challenge the Moderator’s determination, in which case a count will be taken by the tellers.

Procedures for Voting on the Budget - The Budget as printed in this booklet is presented by the Finance Committee and after discussion and before any votes the Moderator will allow the major budgeting agencies – town and schools – to make further comments on their proposed expenditures. Following this, the Moderator will go down the Budget line by line and ask if anyone wishes to hold out any line item for further discussion or amendment. To hold a budget item out, simply raise your hand to be recognized then identify the budget line item number of concern. Once this process is completed, the Budget excluding the items held out will be voted on, presumably without further discussion, and we will then go back and take up each line item which has been held out for discussion and separate vote. The Moderator will typically return to the person holding out each item to begin the discussion.

Override Budget - In years when an Override Budget is presented by the Finance Committee, that Budget is also printed in the booklet and will be presented first and voted on in the manner outlined above. However, an affirmative vote on an Override Budget at Town Meeting is subject to a further affirmative vote on a specific override amount at the Town Election on the Monday following Saturday’s Town Meeting. Therefore in order not to have to return and vote on the Non-Override Budget (also printed in the booklet) in the event the override on the ballot fails at the Monday election, the Meeting then will go through and vote on a second, Non-Override Budget under the same procedures outlined above. That vote will only become operative if the override question on the ballot is defeated. (Note that this year there is no override budget being presented by the Finance Committee.)

Consent Calendar - Pursuant to the Town’s By-Laws the Moderator can designate certain Articles which are considered to be routine, non-controversial and/or of a minor nature and which are not expected to generate any discussion or opposition to be placed on the Consent Calendar. The Articles so designated, and the motions to be made under each Article, are listed on the Consent Calendar which is included in the mailing with the budget and the warrant. When the Meeting reaches the first of these Articles the entire Consent Calendar (even though the Articles may not be consecutive) will be considered. The Moderator will first go down the list of Articles on the Consent Calendar to determine if anyone wants to remove an Article from the Consent Calendar. Any individual voter can do so by

indicating the Article to be removed, in which event it will be taken up in the normal manner in its regular sequence on the Warrant. The motions under the Articles remaining on the Consent Calendar will be adopted in a single vote, presumably unanimous, which will incorporate the votes under each of the Articles as printed on the Consent Calendar. This procedure speeds up and expedites the conduct of the business of the Meeting by not requiring individual presentation and discussion of those Articles which are deemed to qualify for Consent Calendar treatment.

TOWN OF LINCOLN, MASSACHUSETTS

ANNUAL TOWN MEETING: Saturday, March 28, 2009: 9:30 a.m.
ANNUAL ELECTION: Monday, March 30, 2009: 7:30 a.m. – 8:00 p.m.

2009 WARRANT



TOWN OF LINCOLN

COMMONWEALTH OF MASSACHUSETTS

MIDDLESEX, ss

To either of the Constables of the Town of Lincoln in said County:

GREETINGS:

In the name of the Commonwealth you are hereby required to notify the legal voters of said Town of Lincoln qualified to vote at Town Meeting for the transaction of Town Affairs to meet for the annual election at the Smith School Gymnasium on Monday, the thirtieth day of March, 2009 next, starting at 7:30 a.m., then and there to act on the following Article 1, **and also to meet for the annual town meeting in the Donaldson Auditorium in said Lincoln on Saturday, the twenty eighth day of March, 2009 at 9:30 a.m., then and there to act on the following articles, except Article 1**, by posting a copy of this Warrant, by you attested, in said Town, seven days at least before the 28th day of March next.”

The polls for voting the ballot on Monday, March 30th will be opened at 7:30 a.m. and will be closed at 8:00 p.m.

Any person requiring this warrant in a larger print format, or anyone requiring handicap related assistance at the town meeting, please contact the Selectmen’s Office at 781-259-2600 prior to Friday, March 20, 2009. Every reasonable attempt will be made to provide the necessary assistance.

Note: Town meeting shall be continued to Tuesday, March 31st, 2009 at 7:30 p.m. if needed.

ARTICLE 1

To bring in their votes for one or more members for each of the following offices;

- Town Clerk for one year
- Board of Assessors for three years
- Trustee of Bemis Fund for three years
- Trustee of Bemis Fund for two years
- Cemetery Commission for three years
- DeCordova & Dana Museum and Park Trustee for four years
- Board of Health for three years
- Housing Commission for three years
- Planning Board for five years
- Recreation Committee for three years
- Lincoln Sudbury Regional District School Committee (2) for three years
- School Committee for three years
- Board of Selectman for three years
- Commissioner of Trust Funds for three years
- Commissioner of Trust Funds for two years
- Water Commissioner for three years

Question 1. Shall the Town of Lincoln be allowed to assess an additional \$230,000.00 in real estate and personal property taxes for the purposes of replacing the Reed Field House Roof at the Lincoln School campus, including all costs incidental and related thereto, for the fiscal year beginning July 1, 2009?

YES

NO

ARTICLE 2

To bring in their votes for any Committees, Commissioners, Trustees, and other officers required by law to be elected by ballot or otherwise.

Selectmen

ARTICLE 3

To hear and act upon the reports of the Town Officers, Committees, Commissioners and Trustees.

Selectmen

ARTICLE 4

To see if the Town will vote to fix the salaries and compensation of the several elective officers of the Town and to determine whether any Department, Board or Committee shall be authorized to employ for additional compensation any of its members and to fix additional compensation of such members; or take any other action relative thereto.

Selectmen

ARTICLE 5

To see if the Town will vote to accept Chapter 73, Section 4 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988, for the purpose of increasing the real estate tax exemptions by 100 percent to all persons who qualify for property tax exemptions under Clauses 17, 17C, 17C1/2, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B and 41C under Chapter 59, Section 5 of the Massachusetts General Laws; or take any other action relative thereto.

Assessors

ARTICLE 6

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, by borrowing or any combination thereof, to fund the Town's Senior Tax Work-off Program, established pursuant to Massachusetts General Laws, Chapter 59, Section 5K, and by vote of the Town under Article 6 of the 2003 Annual Town Meeting; or take any other action relative thereto.

Selectmen

ARTICLE 7

To see if the Town will vote to raise and appropriate money for the necessary and expedient purposes of the Town; or take any other action relative thereto.

Finance Committee

ARTICLE 8

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, by borrowing or any combination thereof, to purchase a wood chipper for the Highway Department; or take any other action relative thereto.

Selectmen

ARTICLE 9

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, by borrowing or any combination thereof, to purchase firefighter bunker gear for the Fire Department; or take any other action relative thereto.

Selectmen

ARTICLE 10

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, by borrowing or any combination thereof, to purchase two replacement cruisers and related equipment for the Lincoln Police Department, and to see if the Town will authorize the disposal by sale or otherwise of excess vehicles and equipment; or take any other action relative thereto.

Selectmen

ARTICLE 11

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, by borrowing or any combination thereof, to purchase information technology strategic planning services for the IT Department; or take any other action relative thereto.

Selectmen

ARTICLE 12

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, by borrowing or any combination thereof, to purchase and install computer "Scan-to-PC" software, or similar scanning software, for Town departments including any related software, licenses, training, maintenance and all costs incidental and related thereto; or take any other action relative thereto.

Selectmen

ARTICLE 13

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, by borrowing or any combination thereof, to purchase and install new computer equipment for various Town departments, including hardware, software, licenses, training, maintenance and all costs incidental and related thereto; or take any other action relative thereto.

Selectmen

ARTICLE 14

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, by borrowing or any combination thereof, to fund year three of a three year lease for computer technology for the Lincoln schools; or take any other action relative thereto.

School Committee

ARTICLE 15

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, by borrowing or any combination thereof, to purchase and install a replacement AC compressor for the Lincoln School campus, including all costs incidental and related thereto; or take any other action relative thereto.

School Committee

ARTICLE 16

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, by borrowing or any combination thereof to fund necessary asbestos

abatement at the Brooks School, including all costs incidental and related thereto; or take any other action relative thereto.

School Committee

ARTICLE 17

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, by borrowing or any combination thereof, to purchase architectural and or engineering services to design necessary curtain wall replacements at the Hartwell building on the Lincoln School campus; including all costs incidental and related thereto; or take any other action relative thereto.

School Committee

ARTICLE 18

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, by borrowing, or any combination thereof, for the purposes of the replacement of the Reed Field House Roof at the Lincoln School campus, including all costs incidental and related thereto; provided, however, that the vote taken hereunder shall be made contingent upon approval by the voters of the Town at an election of a "capital outlay exclusion" in accordance with the provisions of Massachusetts General Laws, Chapter 59, Section 21C(i½), otherwise known as Proposition 2 ½, so-called, or take any other action relative thereto.

School Committee

ARTICLE 19

To hear a report from the Board of Selectmen regarding the proposed renovation and expansion project for the Town Offices building.

Selectmen

ARTICLE 20

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, by borrowing or any combination thereof, to fund the Group Insurance Liability Fund established by Chapter 474 of the Acts of 2008, which Fund will allow the Town to meet the so-called other post employment benefits funding obligations established by the Statements 43 and 45 of the General Accounting Standards Board; or take any other action relative thereto.

Selectmen

ARTICLE 21

To see if the Town will vote to transfer from free cash a sum of money equal to the state reimbursement amounts for Special Education Medicaid expenses to supplement the FY10 Lincoln School operating budget; or take any other action relative thereto.

School Committee

ARTICLE 22

To see if the Town will vote to accept and expend such sum or sums of money that may be available under the provisions of Massachusetts General Laws, Chapter 90, Section 34, Clause 2(a) or other state roadway reimbursement programs and to authorize the Board of Selectmen to enter into a contract with the Commonwealth of Massachusetts, Massachusetts Highway Department and to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow in anticipation of 100% reimbursement of said amounts; or take any other action relative thereto.

Selectmen

ARTICLE 23

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, by borrowing or any combination thereof, to be used for the repair and maintenance of certain Town buildings; or take any other action relative thereto.

Selectmen

ARTICLE 24

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, by borrowing or any combination thereof, to be used for the repair and maintenance of the Lincoln Library; or to take any other action relative thereto.

Library Trustees

ARTICLE 25

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, by borrowing or any combination thereof, for door repairs at the Hartwell School and for the repair and rehabilitation of classrooms at the Lincoln School campus; or take any other action relative thereto.

School Committee

ARTICLE 26

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, by borrowing or any combination thereof, for the repair and maintenance of various secondary town roads; or take any other action relative thereto.

Selectmen

ARTICLE 27

To receive and act on a recommendation from the Board of Selectmen and Finance Committee with regard to the presentation of the annual Bright Light Award, and to raise and appropriate the necessary funds to support this award; or take any other action relative thereto.

Selectmen

ARTICLE 28

To see if the Town will vote to establish a special purpose stabilization fund in accordance with Massachusetts General Laws, Chapter 40, Section 5B for the purpose of supporting the Lincoln Sudbury Regional High School budget and any other lawful purpose associated therewith including but not limited to operations, capital expenses, assessments, evaluation of the regional agreement and other related uses; and, as funding therefor to raise and appropriate a sum of money by taxation, by transfer from available funds (including any amount appropriated under Article 7 that is over and above the final assessment voted by the Lincoln Sudbury Regional High School Committee), by borrowing or any combination thereof; or take any other action relative thereto.

Finance Committee

ARTICLE 29

To see if the Town will vote to transfer from free cash or any other source of funds a sum of money to reduce the total amount to be raised by taxation pursuant to the votes previously taken under Article 7 of this Warrant; or any other article of this Warrant authorizing the appropriation of funds; or take any other action relative thereto.

Finance Committee

ARTICLE 30

To see if the Town will vote to transfer from Water Enterprise Retained Earnings a sum of money to make necessary water plant improvements; or take any other action relative thereto.

Water Commissioners

ARTICLE 31

To hear an interim report from the Comprehensive Long Range Planning Committee.

Planning Board

ARTICLE 32

To see if the Town will vote to agree that: The Selectmen shall appoint an *ad hoc* committee to study town-supported group homes in Lincoln. This seven-person committee of residents shall be comprised of representatives of multiple neighborhoods, committees, trusts or boards. The committee will report to Town Meeting in 2010 and 2011 on: 1) the comparative impact on the Town and its neighborhoods of group homes (as compared to other town-supported affordable housing alternatives), 2) the appropriate fit for group housing within the Town's long-term housing plan, and 3) ways to involve potentially impacted neighborhoods in the decision-making process before Town funds are committed for group homes. The *ad hoc* committee shall be

charged with ensuring an open and visible public dialogue focused on this set of issues. There will be a moratorium in effect on Town spending (i.e. financial or other support) for group homes until after Town Meeting 2011, unless a specific spending proposal on a group home (including location, deal structure, and town investment) is approved at the town meeting or by town ballot prior to such time.

Citizen Petition

ARTICLE 33

To see if the Town will vote to agree that: Town funds, including funds controlled by the Affordable Housing Trust or other similar public entities, whether from Community preservation Act revenues or from any other source, will only be used to establish or maintain a group home in Lincoln, where the Town will own the property. To ensure protection of Town interests, there shall be a planning and consultation process during which period the Town shall determine the most appropriate means to proceed with any public funding of a group home. This process shall include identification of the requirements for legal protection, insurance, due diligence, and public communications. Before any committing public funds or making other financial obligations relating to any group home, the Town will hold appropriate open meetings for review and presentation of the results of the planning and consultation process. The planning, consultation and review process will not take less than sixty days.

Citizen Petition

ARTICLE 34

To hear a report from the Community Preservation Committee on the Fiscal Year 2010 Community Preservation Budget, and to appropriate or reserve for later appropriation monies for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of Community Preservation projects and all other necessary and proper expenses for the year, and to determine whether such sums shall be raised from the Community Preservation Fund, transferred from available funds, borrowed, or any combination of these methods; or take any other action relative thereto.

Community Preservation Committee

ARTICLE 35

To see if the Town will vote to expand the size of the Lincoln Board of Selectmen from three members to five members, adding two members to be elected by vote during the regular town election in 2010; implement this intent in the following manner unless it be counter to statute: in the March 2010 election, three Selectmen positions to be filled, one for a term of one (1) year and thereafter for a term of three years, one for a term of two (2) years and thereafter for a term of three (3) years, one for a term of three (3) years; adopt the pertinent section or sections of Massachusetts General Law and carry out any other appropriate enabling actions to achieve this intent.

Citizen Petition

ARTICLE 36

To see if the Town will vote to authorize the Board of Selectman to file a petition with the Great and General Court in order to allow the Town, through its Board of Selectman, to issue a retail license for the sale of beer, wine and spirits ("full liquor") with said license to be subject to the provisions of G.L. Ch. 138, and that, upon passage of said special act by the Great and General Court, the authority to issue said license shall not be effective until the question of allowing the Town to issue a full liquor license, as described above, is passed by a majority of the votes cast on a ballot question at the Town election succeeding passage of the special act.

Citizen Petition

ARTICLE 37

To hear a report from the Public Health Nurse Study Committee, authorized by vote of the March 29, 2008 Annual Town Meeting.

Selectmen

ARTICLE 38

To hear a report of the Green Energy Technology Committee.

Selectmen

ARTICLE 39

To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 32B, Section 18, which, if accepted, will require all retirees, their spouses and dependants who are enrolled or eligible to enroll in Medicare Part A at no cost to a retiree, their spouse or dependants, to enroll in a Medicare health benefits supplement plan offered by the Town, or take any other action relative thereto.

Selectmen

ARTICLE 40

To see if the Town will vote, pursuant to the provisions of Massachusetts General Laws, Chapter 41, Section 2, to increase the term of office of the elected Town Clerk from one to three years, with such change to be implemented at the 2010 Annual Town Election, or take any other action relative thereto.

Selectmen

ARTICLE 41

To see if the Town will vote in accordance with Massachusetts General Laws, Chapter 60, Section 77C to accept a deed in lieu of foreclosure from Snow Development Co., Inc. of a parcel of land identified as Map 108, Block 5, Lot 0 (0 Old Conant Road) for outstanding taxes, municipal charges and liens in the amount of approximately \$15,065.00, and to authorize the Board of Selectmen to record the deed, provided that the Board of Selectmen determines that the deed and acceptance thereof have complied with the provisions of said Section 77C, and further, to transfer said property

from the Board of Selectmen for tax title purposes to the Conservation Commission for conservation purposes, or take any other action relative thereto.

Selectmen

ARTICLE 42

To see if the Town will vote in accordance with the provisions of Massachusetts General Laws, Chapter 71, Section 16G ½ to approve the establishment of a stabilization fund by the Minuteman Regional Vocational Technical School District, beginning July 1, 2009, or take any other action relative thereto.

Minuteman School Committee

ARTICLE 43

To see if the Town will vote to reauthorize revolving accounts previously established by vote of the Town under Massachusetts General Laws, Chapter 44, Section 53E ½, for the following purposes: school bus fees, pre-school tuitions, fire alarm maintenance fees, firearms licenses fees and housing rental income; with amendment to the housing rental income fund amount and purposes; said fees of the revolving accounts to be expended by the authorized entity without further appropriation; or take any other action relative thereto.

Selectmen

ARTICLE 44

To see if the Town will vote to amend Section 16.6 (d) of the Zoning Bylaws by deleting the strikethrough text and inserting the italicized text, as follows, "Except as authorized by ~~(Special)~~ *Sign* Permit pursuant to Section 16.5." ; or take any other action relative thereto.

Planning Board

Hereof fail not and make return of this Warrant with your doings, thereon to the Town Clerk, at or before the time for the meeting aforesaid. Given under our hands this the _____ day of February in the year of our Lord two thousand and nine.

Sara A. Mattes, Chair

Gary A. Taylor

Sarah Cannon Holden

SELECTMEN OF LINCOLN

Glossary

Debt Exclusion and Capital Exclusion: Proposition 2½ allows a town to raise monies for capital projects or for the payment of debt service costs using either a **capital** or **debt exclusion**, respectively. Unlike the override, which results in a permanent increase in the town's levy limit, a **capital exclusion** is added to the levy limit or ceiling only for the year in which the project is being undertaken. Likewise, **debt exclusion** is added to the levy limit or levy ceiling for the life of the debt only. Both of these exclusions require a 2/3 vote of the Selectmen in order to be placed on a ballot, with a majority of the electorate needed for authorization.

Free Cash: This is money that had been appropriated but not spent for various budget line items together with unforeseen revenues. These monies are certified annually by the Department of Revenue as the town's **free cash**.

Levy (Tax), Levy Ceiling, and Levy Limit: The property **tax levy** is revenue raised through real and personal property taxes. Municipal revenues are raised through the tax levy, State Aid, and local receipts. The tax levy is the largest source of revenue.

Proposition 2½ places constraints on the magnitude of the levy imposed by a town as well as the amount by which the levy can be increased from one year to the next. The two limits on property taxes imposed by Proposition 2½ are:

- **levy ceiling** - This establishes an overall cap on the levy. Ordinarily a town cannot levy more than 2.5% of the total full and fair cash value of all taxable real and personal property.
- **levy limit** - The maximum levy allowed in a given year is the **levy limit**. This will always be equal to or less than the **levy ceiling**. The levy limit for any fiscal year amounts to the previous year's levy limit (less excluded debt) increased by 2.5% plus new growth, exclusions, and any override authorized by the electorate.

Levy Increase: The difference in the levy between one year and the next is the **levy increase**. This number is often represented as a percent. The town may set its levy at any amount up to its levy limit. It is important to recognize that the actual levy may increase more than 2.5% in a given year. This is allowable under Proposition 2½.

Local Revenue (Receipts): **Local revenue** or **local receipts** include excise taxes, rental fees, license and permit fees, investment income, cell tower income, and other “pay for service” fee income, such as recreation and ambulance fees.

New Growth: Proposition 2½ allows the town to increase its **levy limit** annually by an amount based on the value of new construction and other growth in the tax base that is not the result of revaluation. This provision allows the town to respond to **new growth** that may result in additional municipal costs; for example, the construction of new housing may result in increased school enrollments and therefore higher education costs. **New growth** becomes part of the levy limit base.

Override: Proposition 2½ allows a town to assess taxes in excess of the annual 2.5% increase plus **new growth** by passing an **override**. When an **override** is passed, the **levy limit** for the year is increased by the amount of the **override**. This results in a permanent increase in the town's **levy limit**. An **override** requires a majority vote of the Selectmen to be placed on a ballot. A majority vote of the electorate is needed for approval.

Reserve Fund: This fund, established by the annual Town Meeting, is under the control of the Finance Committee. Transfers may be made from it for unforeseen expenditures. The limit on the size of this fund is 5% of the **tax levy** of the current fiscal year.

SBAB: This refers to State Aid available to the Town or the Regional School District through the **State Building Assistance Board (SBAB)** as partial reimbursement for the capital and interest costs of our school construction projects.

Stabilization Fund: The **stabilization fund** is a reserve account that allows the Town to put aside money in anticipation of future expenses.

Tax Rate: The **tax rate** is the amount of tax charged by the Town expressed in terms of a unit of the tax base: for example, \$10.82 per \$1000 of the assessed valuation of taxable property.