

SELECT BOARD MEETING

Monday, May 12, 2025

Select Board Meeting Room, 1625 Massachusetts Avenue, Lexington, MA 02420 - Hybrid Participation*
6:30 PM

AGENDA

PUBLIC COMMENTS

Public comments are allowed for up to 10 minutes at the beginning of each meeting. Each speaker is limited to 2 minutes for comment. Members of the Board will neither comment nor respond, other than to ask questions of clarification. Speakers are encouraged to notify the Select Board's Office at 781-698-4580 if they wish to speak during public comment to assist the Chair in managing meeting times.

SELECT BOARD MEMBER CONCERNS AND LIAISON REPORTS

1. Select Board Member Announcements and Liaison Reports

TOWN MANAGER REPORT

1. Town Manager Weekly Update

CONSENT AGENDA

1. Approve: Select Board Committee Appointments
 - Design Advisory Committee - Zhu Liu
 - Lexington Center Committee - Danit Netzer
 - Tree Committee - Benjamin Fein-Cole
 - Vision for Lexington - Tom Lin
2. Accept: Select Board Committee Resignations
 - Economic Development Advisory Committee - Bridger McGaw
 - Housing Partnership Board - Robert Pressman
 - Transportation Advisory Committee - Mark Anderson
3. Approve: Water and Sewer Commitments and Adjustments
4. APPLICATION WITHDRAWN - Approve: Battle Green Use Request - Lexington Minute Men
 - 18th Century Military Drill - Saturday, May 31, 2025
5. Approve: (Special Event) Entertainment License - Lexington Farmers' Market
 - 2025 Lexington Farmers' Market
6. Approve & Sign: Proclamation
 - Pride Month - June
7. Approve: Lexington Lions Club Request for 69th Annual Fourth of July Carnival

ITEMS FOR INDIVIDUAL CONSIDERATION

- | | |
|---|--------|
| 1. Update: Quarter 3 Budget | 6:45pm |
| 2. Discussion: Review of 2024 and Preview of 2025 Farmers' Market | 7:00pm |
| 3. Update: Lexington High School Project & Costs | 7:10pm |
| 4. Discussion: Worthen Road School Safety Zone | 7:30pm |
| 5. Discussion: Town Meeting Article Submission Timeline Policy | 7:45pm |
| 6. Reorganization of the Select Board | 8:00pm |
| 7. Discussion: Select Board Committee Liaison Assignments | 8:10pm |

ADJOURN

- | | |
|----------------------------|--------|
| 1. Anticipated Adjournment | 8:20pm |
|----------------------------|--------|

Meeting Packet: <https://lexington.novusagenda.com/agendapublic/>

*Members of the public can attend the meeting from their computer or tablet by clicking on the following link at the time of the meeting:

<https://lexingtonma.zoom.us/j/82013535294?pwd=mGvKYC9PHOT8ByUHHa0a18jNRhRXpf.1>

iPhone one-tap: +13017158592,,82013535294#,,, *848540#

Phone +1 646 876 9923

Meeting ID: 820 1353 5294

Passcode: 848540

An Act Relative to Extending Certain State of Emergency

Accommodations: <https://www.mass.gov/the-open-meeting-law>

The next regularly scheduled meeting of the Select Board will be held on Monday, May 19, 2025 at 6:30pm via hybrid participation.

Hearing Assistance Devices Available on Request

All agenda time and the order of items are approximate and subject to change.

LexMedia
Recorded by LexMedia

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Select Board Member Announcements and Liaison Reports

PRESENTER:

ITEM NUMBER:

LR.1

SUMMARY:

Under this item, Select Board Members can provide verbal updates, make announcements, as well as comment on any additional points or concerns.

SUGGESTED MOTION:

FOLLOW-UP:

DATE AND APPROXIMATE TIME ON AGENDA:

5/12/2025

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Town Manager Weekly Update

PRESENTER:

Steve Bartha, Town Manager

**ITEM
NUMBER:**

TM.1

SUMMARY:

Under this item, the Town Manager can provide verbal updates, make announcements, as well as comment on any additional points or concerns.

SUGGESTED MOTION:

FOLLOW-UP:

DATE AND APPROXIMATE TIME ON AGENDA:

5/12/2025

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Approve: Select Board Committee Appointments

PRESENTER:

Doug Lucente, Chair

ITEM NUMBER:

C.1

SUMMARY:

Category: Decision-making

The Select Board is being asked to appoint members, as identified on the list below, to fill vacancies on the following committees. Term expiration dates for each appointee are noted:

- **Design Advisory Committee** - Zhu Liu (term expires September 30, 2028)
- **Lexington Center Committee** - Danit Netzer (term expires September 30, 2027)
- **Tree Committee** - Benjamin Fein-Cole (non-voting member, term expires September 30, 2026)
- **Vision for Lexington** - Tom Lin (term expires September 30, 2026)

SUGGESTED MOTION:

To appoint the committee members with terms as indicated in the attached list titled "Select Board Committee Appointments - February Recruitment, 2025".

Move to approve the consent.

FOLLOW-UP:

Select Board Office.

DATE AND APPROXIMATE TIME ON AGENDA:

5/12/2025

ATTACHMENTS:

Description	Type
📎 Design Advisory Committee - Zhu Liu 02.20.25_Redacted	Backup Material
📎 Lexington Center Committee - Danit Netzer_Redacted	Backup Material
📎 Tree Committee - Benjamin Fein-Cole 02.28.25_Redacted	Backup Material
📎 Vision for Lexington - Tom Lin_Redacted	Backup Material
📎 Select_Board_Committee_Appointments_-_February_Recruitment__2025	Backup Material

Application Form

Profile

Attendance to a regularly scheduled meeting of the board or committee of interest is strongly encouraged when considering applying for membership. All committee meetings are open to the public and are posted at least 48 hours in advance of the meeting in our www.lexingtonma.gov/calendar.

If you are appointed to the board or committee for which you have applied, information from this application will be used to contact you regarding your appointment from the appointing authority as well as the Town Clerk's Office. Please do not offer information on this application you would prefer we not use.

Applications will be kept on file and considered as vacancies occur for up to one year unless otherwise noted.

If you have any questions or need more information regarding the completion of the application, please contact either the Select Board Office at 781-698-4580 or the Town Manager's Office at 781-698-4540.

zhu

First Name

liu

Last Name

Middle
Initial

Nickname

Preferred Title (i.e. Mr., Ms., Mx., Dr., Rev)

@gmail.com

Email Address

Alternate Email Address (Optional)

3

Home Address

Way

Suite or Apt

Lexington

City

MA

State

02420

Postal Code

Length of Residence in Lexington (Note: ZBA requirement is a minimum of 8 years)

3

What Precinct do you live in?

☒ Precinct 7

Home: (781)

Primary Phone

Alternate Phone

LiRo-Hill Inc

Employer

Vice President

Job Title

Work Address

t, Suite 3303, Boston, MA 02129

Which Boards would you like to apply for?

Design Advisory Committee: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Special Training and/or Qualifications

Structural Engineer by training, practiced for over 3 decades, moved to Massachusetts since 2007, licensed in MA as Professional Engineer,

Upload a Resume

Why are you interested in serving on a board or commission?

It seems that the Town is not strong in dealing with construction issues. The recent topic in the Planning Board for MBTA Communities Act triggered quite some conversation. This is the area where I accumulated quite some experience dealing with contractors or design.

How did you hear about the board or commission for which you are applying?

Received an email from the Town

Have you recently attended any meetings of the board or committee for which you are applying?

☐ Yes ☒ No

Have you confirmed your availability to attend the board or committee's meetings? (i.e. can attend at the time the committee regularly meets)

☒ Yes ☐ No

Do you currently serve on another board or committee?

☐ Yes ☒ No

If yes, please list date of most recent Conflict of Interest Law Training.

Conflict of Interest Law Training Certificate

Application Form

Profile

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Danit		Netzer
First Name	Middle Initial	Last Name

Nickname

Preferred Title (i.e. Mr., Ms., Mx., Dr., Rev)

Ms.

@yahoo.com
Email Address

Alternate Email Address (Optional)

@yahoo.com

17	Road	
Home Address		Suite or Apt
Lexington	MA	02421
City	State	Postal Code

Length of Residence in Lexington (Note: ZBA requirement is a minimum of 8 years)

41 years

What Precinct do you live in?

☒ Precinct 4

Mobile: (781)	
Primary Phone	Alternate Phone

Employer

Job Title

Work Address

Which Boards would you like to apply for?

Lexington Center Committee: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Special Training and/or Qualifications

I am a long-time resident of Lexington, grew up and attended public schools here, and returned to raise my three children who attend LPS. I have an MBA, strong project management and communication skills. I have worked in architecture and design-build firms in town. I volunteered at several LPS schools in various capacities as explained below. I feel very passionately about Lexington and the vibrancy of Lexington Center for all town inhabitants and visitors!

[DLN Resume_3.6.24.pdf](#)

Upload a Resume

Why are you interested in serving on a board or commission?

My connection to Lexington started in 1983 when, as a 10-year-old, my family attended Discovery Day, then held at the Depot where lobster was served and music bands played. My family fell in love with Lexington on that day, and every day since, three generations of our family lives in Lexington. I attended Fiske Elementary, Diamond Middle School and LHS. I have always loved the diversity, intelligence, kindness and care that Lexington residents displayed. Lexington is a unique town that celebrates both a rich history of freedom and an optimistic vision for a brighter future that celebrates those freedoms with diversity and opportunity. After completing my undergraduate degree and an MBA, living in Boston, NYC and Israel, I chose to return to Lexington to raise my three children. And what an honor and privilege it has been! My children attended Fiske, Harrington, Hastings, Diamond, Clarke and LHS. My family benefited from the superb Lexington schools and special needs programs. During those years, I volunteered in many capacities and for many years in the schools including as an Executive on the PTO, Metco Coordinator, Big Backyard Coordinator, Graduation Coordinator, Room Parent and soccer coach at LUSC. I also served as Board President for the Israeli School of Lexington for several years where I led strategic and tactical activities impacting countless families. Lexington is and always has been my home! I care deeply about our town, our center, our businesses, and our residents. I believe I can contribute my passion and enthusiasm, as well as my strategic planning, organizational, and team-building talents, to any position in Lexington.

How did you hear about the board or commission for which you are applying?

From a friend and online.

Have you recently attended any meetings of the board or committee for which you are applying?

☐ Yes ☒ No

Have you confirmed your availability to attend the board or committee's meetings? (i.e. can attend at the time the committee regularly meets)

☒ Yes ☐ No

Do you currently serve on another board or committee?

☐ Yes ☒ No

If yes, please list date of most recent Conflict of Interest Law Training.

[Netzer_092624.pdf](#)

Conflict of Interest Law Training Certificate

Application Form

Profile

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Benjamin		Fein-Cole
First Name	Middle Initial	Last Name

Nickname

Preferred Title (i.e. Mr., Ms., Mx., Dr., Rev)

@yahoo.com

Email Address

Alternate Email Address (Optional)

68	e Ave	
Home Address		Suite or Apt

Lexington	MA	02420
City	State	Postal Code

Length of Residence in Lexington (Note: ZBA requirement is a minimum of 8 years)

40

What Precinct do you live in?

☒ Precinct 1

Mobile: (781)	
Primary Phone	Alternate Phone

Seasons Four	Sales Associate
Employer	Job Title

Work Address

Massachusetts Ave. Lexington

Which Boards would you like to apply for?

Tree Committee: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Special Training and/or Qualifications

Home Owner for 30 years. With a love of the outdoors. Do a lot of outdoor activity around the town including walking and biking. Work in the gardening and landscape industry as a sales person at a local garden center which includes helping customers decide on what they are trying to do, and then help them find a plant, shrub or tree to meet their desires. And sometimes plant it for them. <https://www.linkedin.com/in/bfeincole/>

Upload a Resume

Why are you interested in serving on a board or commission?

I went thru the Lex. Citizens academy a couple of years ago and now I would like to take that one step further and serve on a committee.

How did you hear about the board or commission for which you are applying?

email from the town.

Have you recently attended any meetings of the board or committee for which you are applying?

☐ Yes ☒ No

Have you confirmed your availability to attend the board or committee's meetings? (i.e. can attend at the time the committee regularly meets)

☒ Yes ☐ No

Do you currently serve on another board or committee?

☐ Yes ☒ No

If yes, please list date of most recent Conflict of Interest Law Training.

Conflict of Interest Law Training Certificate

Application Form

Profile

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Tingwei

First Name

T

Middle Initial

Lin

Last Name

Nickname

Tom

Preferred Title (i.e. Mr., Ms., Mx., Dr., Rev)

t

@gmail.com

Email Address

Alternate Email Address (Optional)

23

Road

Home Address

Suite or Apt

Lexington

MA

02421

City

State

Postal Code

Length of Residence in Lexington (Note: ZBA requirement is a minimum of 8 years)

8

What Precinct do you live in?

☒ Precinct 4

Mobile: (971) 533-0577

Primary Phone

Alternate Phone

PharmaEssentia Innovation
Research Center

Employer

Director, Operations and
Data Science

Job Title

Work Address

Bedford, MA 01730

Which Boards would you like to apply for?

Vision for Lexington Committee: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Special Training and/or Qualifications

As a data scientist with almost 15 years of experience, I would use a data-driven approach to help make decisions or recommendations to the Vision for Lexington committee. My work experience has involved finding the best way to develop systems, sites, and, currently, pursue scientific research. I have developed expertise in identifying or developing, if none are available, the tools that the staff I support need to conduct their own analyses.

[Lin_Tom - Resume.docx](#)

Upload a Resume

Why are you interested in serving on a board or commission?

My parents and I moved to Lexington in 1992. I was 11 years old at the time and, as a teenager, I thought it was just a sleepy town that lacked the excitement of the city (Boston! New York City!). It wasn't until I grew up, went off to college, had a family of my own, and moved back did I realize what an amazing place Lexington is and can continue to be. Our daughter was born March 2020 in Portland, Oregon. My wife and I had moved to Portland several years prior (before we had ever thought about having children). It was exciting to live in a new place and we loved the natural environment out there. After our daughter was born, we started to think seriously about where we wanted her to grow up and, like many people during the pandemic, we started to reconsider where we wanted to live. We knew that Portland and the state of Oregon offered many positives, but there were also many negatives (lesser quality schools, wildfires, impending earthquake...). As we were deciding to sell our Portland home and to move across the country again, my parents asked us to come back to Lexington to stay at their house while they were going to be overseas for more than a year. Almost immediately after we moved here, my wife, Ravneet, and our 4-year old daughter, Nanu, found a wonderful community of friends and felt perfectly at home. Lexington has changed a lot over the past three decades that my parents have been here and I've realized now that there are so many characteristics that make it truly special: the town is family-friendly, has conserved its natural beauty and even complemented it with numerous hiking/walking trails, and is community-oriented (we've met so many friends, new and old, at the library and the community garden, where we've had a plot for going on two years now). I wasn't aware of the Vision for Lexington Committee until I recently signed up for the Link to Lexington newsletter (and found out about the opportunity to apply). I am applying for the Vision for Lexington Committee because, although I grew up here, I have seen how much the town has changed for the better and I want to help contribute to it's future and help it continue to be a truly amazing place.

How did you hear about the board or commission for which you are applying?

Link to Lexington newsletter. Unfortunately, I was not aware of the committee earlier so I have not yet had the chance to attend a meeting.

Have you recently attended any meetings of the board or committee for which you are applying?

☐ Yes ☒ No

Have you confirmed your availability to attend the board or committee's meetings? (i.e. can attend at the time the committee regularly meets)

☒ Yes ☐ No

Do you currently serve on another board or committee?

☐ Yes ☒ No

If yes, please list date of most recent Conflict of Interest Law Training.

Conflict of Interest Law Training Certificate

Board/ Committee Name	Applicant for Appointment	Length of Term	Term Expiration Date
Design Advisory Committee	Zhu Liu	3	September 30, 2028
Lexington Center Committee	Danit Netzer	3	September 30, 2027
Tree Committee (non-voting member)	Benjamin Fein-Cole	3	September 30, 2026
Vision for Lexington	Tom Lin	3	September 30, 2026

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Accept: Select Board Committee Resignations

PRESENTER:

Doug Lucente, Chair

ITEM NUMBER:

C.2

SUMMARY:

Category: Decision-Making

Resignation:

Economic Development Advisory Committee

The Select Board is being asked to accept the resignation of Bridger McGaw from the Economic Development Advisory Committee effective May 12, 2025.

Housing Partnership Board

The Select Board is being asked to accept the resignation of Robert Pressman from the Housing Partnership Board effective immediately.

Transportation Advisory Committee

The Select Board is being asked to accept the resignation of Mark Anderson from the Transportation Advisory Committee effective immediately.

SUGGESTED MOTION:

To accept the resignation of Bridger McGaw from the Economic Development Advisory Committee, effective May 12, 2025; and to accept the resignations of Robert Pressman from the Housing Partnership Board and Mark Anderson from the Transportation Advisory Committee, both effective immediately.

Move to approve the consent.

FOLLOW-UP:

Select Board Office.

DATE AND APPROXIMATE TIME ON AGENDA:

5/12/2025

ATTACHMENTS:

Description	Type
📎 2025.04.30 Bridger E. McGaw - Economic Development Advisory Committee	Backup Material
📎 2025.04.28 Robert Pressman - Housing Partnership Board_Redacted	Backup Material

Bridger E. McGaw
89 Meriam Street
Lexington, MA 02420
bridgerforlexington@gmail.com

May 3, 2025

Douglas Lucente
Chairman, Select Board
Town of Lexington
1625 Massachusetts Avenue
Lexington, MA 02420

Dear Chairman Lucente,

It has been a true honor to serve as Vice Chair of the Economic Development Advisory Committee and to contribute to the long-term strength and prosperity of our beloved town. Lexington's proud history as the birthplace of American liberty is matched by its spirit of innovation and community, and I am grateful to have played a part in advancing that legacy.

At this time, I respectfully tender my resignation from the Economic Development Advisory Committee, effective May 12, 2025. During my time on the Committee, I have been privileged to support and advise on options to strengthen Lexington's commercial base, increase commercial tax revenue opportunities, align our sustainability agenda with development goals, help implement our Comprehensive Plan, and enhance the environment for small businesses to open and thrive in Lexington Center and around town. I am proud of the progress we have made to sustain economic vitality while preserving the character of our community.

I remain deeply committed to Lexington's continued success and am confident that the Committee and the Select Board will continue to champion policies that drive thoughtful commercial growth, support local entrepreneurs, and balance opportunity with the vital role our community plays in our nation's history.

Thank you for the opportunity to serve.

With gratitude and respect,



Bridger E. McGaw

Samantha Lino

From: Robert Pressman <@gmail.com>
Sent: Friday, April 25, 2025 12:56 PM
To: Select Board
Cc: Kim Katzenback
Subject: resignation

USE CAUTION: This email came from outside the Town of Lexington. Do not click links, open attachments or respond to the email unless you recognize the sender, you are expecting the communication and you know the content is safe.

Please treat this email as my request for you to accept my resignation from the Housing Partnership Board.

Bob Pressman

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Approve: Water and Sewer Commitments and Adjustments

PRESENTER:

Doug Lucente, Select Board Chair

ITEM NUMBER:

C.3

SUMMARY:

Category: Decision-making

Water & Sewer Commitments Section 1 2025	\$ 2,808.112.78
Water & Sewer Commitments Section 2 2025	\$ 2,501,053.71
Water & Sewer Commitments Cycle 9 2025	\$ 311,971.17
Water & Sewer Commitments March Finals	\$ 7,069.48
Water & Sewer Commitments February Finals	\$ 5,855.83
Water & Sewer Commitments January Finals	\$ 4,524.77

Water & Sewer Adjustments per WSAB 3/7/25	(\$ 3,357.04)
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SUGGESTED MOTION:

To approve the Water & Sewer commitments adjustments as recommended by the Water Sewer Abatement Board:

Water & Sewer Commitments Section 1 2025	\$ 2,808.112.78
Water & Sewer Commitments Section 2 2025	\$ 2,501,053.71
Water & Sewer Commitments Cycle 9 2025	\$ 311,971.17
Water & Sewer Commitments March Finals	\$ 7,069.48
Water & Sewer Commitments February Finals	\$ 5,855.83
Water & Sewer Commitments January Finals	\$ 4,524.77
Water & Sewer Adjustments per WSAB 3/7/25	(\$ 3,357.04)

Move to approve the Consent

FOLLOW-UP:

Treasurer / Collector

DATE AND APPROXIMATE TIME ON AGENDA:

5/12/2025

ATTACHMENTS:

Description	Type
 SB Meeting 5-5-25 WS items	Cover Memo



FY 2025
ADJUSTMENTS TO WATER/ SEWER
AS RECOMMENDED BY THE WATER AND SEWER ABATEMENT BOARD

WSAB MARCH 7, 2025; SELECT BOARD MAY 5, 2025

ACCOUNT	NBR	STREET	WATER	SEWER	TOTAL	BILL	YEAR	NOTES
0200567900	24	MERIAM STREET	\$ (952.27)	\$ (2,404.77)	\$ (3,357.04)	1121829		TOWN INSTRUCTED WATER USAGE
0100991100	10	DOVER LANE	NA	NA	NA	1117649		INTEREST ONLY
0300931200	38	WOODCLIFFE ROAD	NA	NA	NA	1127427		INTEREST ONLY
020057200	32	EDGEWOOD ROAD	NA	NA	NA	1106344		INTEREST ONLY
			\$ (952.27)	\$ (2,404.77)	\$ (3,357.04)			

It is the recommendation of the Water and Sewer Abatement Board that the Town Collector be authorized to waive interest that has accrued on the bills included herein, unless stated here otherwise, from the due date of the bill until 30 calendar days after the date of written notification to applicant of the Selectmen's action.

THE SUM SET AGAINST THE ABOVE ACCOUNTS IS HEREBY ADJUSTED.

WATER	SEWER	TOTAL
\$ (952.27)	\$ (2,404.77)	\$ (3,357.04)

 4-18-25

DIRECTOR OF PUBLIC WORKS

SELECT BOARD

May 5, 2025



Department of Public Works
Town of Lexington
Water and Sewer Enterprise Funds
FISCAL YEAR 2025

COMMITMENT SP0125

SECTION 1

GRAND TOTALS

WATER	\$1,024,129.00	\$1,024,129.00
SEWER	\$1,783,983.78	\$1,783,983.78
TOTAL:	<u>\$2,808,112.78</u>	<u>\$2,808,112.78</u>

To the Collector of Revenue for the Town of Lexington:

You are hereby authorized and required to levy and collect of the persons named in the list of water/sewer charges herewith committed to you and each one of his/her respective portion herein set down of the sum total of such list. Said sum being:

Two million eight hundred eight thousand one hundred twelve 78/100

And pay the same into the treasury of the Town of Lexington
and to exercise the powers conferred by law in regard thereto.

4-18-25

DIRECTOR OF PUBLIC WORKS

SELECT BOARD

May 5, 2025

Treasurer/Collector; Director of Public Works, Water/Sewer Billing



Department of Public Works
Town of Lexington
Water and Sewer Enterprise Funds
FISCAL YEAR 2025

COMMITMENT SP0225

SECTION 2

GRAND TOTALS

WATER	\$1,004,158.96	\$1,004,158.96
SEWER	\$1,496,894.75	\$1,496,894.75
TOTAL:	<u>\$2,501,053.71</u>	<u>\$2,501,053.71</u>

To the Collector of Revenue for the Town of Lexington:

You are hereby authorized and required to levy and collect of the persons named in the list of water/sewer charges herewith committed to you and each one of his/her respective portion herein set down of the sum total of such list. Said sum being:

Two million five hundred one thousand fifty three 71/100

And pay the same into the treasury of the Town of Lexington
and to exercise the powers conferred by law in regard thereto.

4-18-25

DIRECTOR OF PUBLIC WORKS

SELECT BOARD

May 5, 2025

Treasurer/Collector; Director of Public Works, Water/Sewer Billing



DEPARTMENT OF PUBLIC WORKS TOWN OF LEXINGTON

WATER AND SEWER ENTERPRISE FUNDS

CYCLE 9 BILLING

Feb-25

CYCLE 9	GRAND TOTAL
WATER: \$	305,486.72
BEDFORD FEE: \$	6,484.45
TOTAL: \$	311,971.17

To the Collector of Revenue for the Town of Lexington:

You are hereby authorized and required to levy and collect of the persons named in the list of water/sewer charged herewith committed to you and each one of his/her respective portion herein set down to the sum total of such list. Said sum being:

Three hundred eleven thousand nine hundred seventy one 17/100

And pay the same into the treasury of the Town of Lexington and to exercise the powers conferred by law in regard thereto.

4-18-25

DIRECTOR OF PUBLIC WORKS

Treasurer/Collector; Director of Public Works, Water/Sewer Billing

SELECT BOARD

MAY 5, 2025



Department of Public Works
Town of Lexington
Water and Sewer Enterprise Funds
FISCAL YEAR 2025

FINALS
MARCH 2025

GRAND TOTALS

WATER \$	4,254.32	\$4,254.32
SEWER \$	2,815.16	\$2,815.16
TOTAL:	\$7,069.48	\$7,069.48

To the Collector of Revenue for the Town of Lexington:

You are hereby authorized and required to levy and collect of the persons named in the list of water/sewer charges herewith committed to you and each one of his/her respective portion herein set down of the sum total of such list. Said sum being:

Seven thousand sixty nine 48/100

And pay the same into the treasury of the Town of Lexington
and to exercise the powers conferred by law in regard thereto.

 4-18-25

DIRECTOR OF PUBLIC WORKS

SELECT BOARD

MAY 5, 2025

Treasurer/Collector; Director of Public Works, Water/Sewer Billing



Department of Public Works
Town of Lexington
Water and Sewer Enterprise Funds
FISCAL YEAR 2025

FINALS
FEBRUARY 2025

GRAND TOTALS

WATER \$	3,969.46	\$3,969.46
SEWER \$	1,886.37	\$1,886.37
TOTAL:	<u>\$5,855.83</u>	<u>\$5,855.83</u>

To the Collector of Revenue for the Town of Lexington:

You are hereby authorized and required to levy and collect of the persons named in the list of water/sewer charges herewith committed to you and each one of his/her respective portion herein set down of the sum total of such list. Said sum being:

Five thousand eight hundred fifty five 83/100

And pay the same into the treasury of the Town of Lexington
and to exercise the powers conferred by law in regard thereto.

 4-18-25

DIRECTOR OF PUBLIC WORKS

SELECT BOARD

MAY 5, 2025

Treasurer/Collector; Director of Public Works, Water/Sewer Billing



Department of Public Works
Town of Lexington
Water and Sewer Enterprise Funds
FISCAL YEAR 2025

FINALS
JANUARY 2025

GRAND TOTALS

WATER \$	3,180.90	\$3,180.90
SEWER \$	1,343.87	\$1,343.87
TOTAL:	<u>\$4,524.77</u>	<u>\$4,524.77</u>

To the Collector of Revenue for the Town of Lexington:

You are hereby authorized and required to levy and collect of the persons named in the list of water/sewer charges herewith committed to you and each one of his/her respective portion herein set down of the sum total of such list. Said sum being:

Four thousand five hundred twenty four 77/100

And pay the same into the treasury of the Town of Lexington
and to exercise the powers conferred by law in regard thereto.

 4-18-25

DIRECTOR OF PUBLIC WORKS

SELECT BOARD

MAY 5, 2025

Treasurer/Collector; Director of Public Works, Water/Sewer Billing

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

APPLICATION WITHDRAWN - Approve: Battle Green Use Request - Lexington Minute Men

PRESENTER:

Doug Lucente, Chair

ITEM NUMBER:

C.4

SUMMARY:

Category: Decision-Making

The Lexington Minute Men have requested permission to use the center of the Battle Green on the Harrington Road side for the purpose of conducting an 18th-century military drill on Saturday, May 31, 2025 from 9:00am - 1:00pm.

There will be no other equipment other than that carried by the participants. All participants will be dressed in standard militia campaign kit, including packs, edged weapons or bayonets, and flintlock muskets. The request also includes permission to blank-fire their muskets, limited to no more than 15 rounds, solely for training purposes.

The Police Department, Department of Public Works, and the Fire Department have no objections to this request.

SUGGESTED MOTION:

To approve the request of the Lexington Minute Men to use the Battle Green for an 18th-century military drill and musket blank-firing demonstration on Saturday, May 31, 2025 from 9:00am - 1:00pm.

Move to approve the consent.

FOLLOW-UP:

Select Board Office.

DATE AND APPROXIMATE TIME ON AGENDA:

5/12/2025

ATTACHMENTS:

Description	Type
 SBBG-25-15 Withdrawal Letter	Backup Material

Samantha Lino

From: Bruce Leader <adjutant@lexingtonminutemen.com>
Sent: Friday, May 9, 2025 1:05 PM
To: Samantha Lino
Subject: Lexington Green Permit Application #SBBG-25-15

USE CAUTION: This email came from outside the Town of Lexington. **Do not** click links, open attachments or respond to the email **unless** you recognize the sender, you are expecting the communication and you know the content is safe.

Dear Samantha:

Since applying for use of the Lexington Green on May 31 2025 (Lexington Green Permit Application #SBBG-25-15), the Minute Men have been asked to participate in an event elsewhere. As such, would you please remove our application for use of the Lexington Green on May 31, 2025?

Thanks!

Your Humble Servant,
.....Bruce Leader

Bruce Leader
2nd Lieutenant Adjutant
The Lexington Minute Men, Inc.
P.O. Box 1775
Lexington, MA 02420

This communication may contain information which is confidential under applicable law. Any dissemination, copy or disclosure, other than by the intended recipient, is strictly prohibited. If you have received this communication in error, please immediately notify us via return e-mail to adjutant@lexingtonminutemen.com and delete this communication without making any copies. Thank you for your cooperation.

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Approve: (Special Event) Entertainment License - Lexington Farmers' Market

PRESENTER:

Doug Lucente, Chair

ITEM NUMBER:

C.5

SUMMARY:

Category: Decision-Making

Lexington Local Food Collaborative d/b/a Lexington Farmers' Market:

Lexington Local Food Collaborative d/b/a Lexington Farmers' Market has requested an Entertainment License for the purpose of providing recorded music and live performances every Tuesday from May 27, 2025 through October 28, 2025 during the 2025 Lexington Farmers' Market season. The Lexington Farmers' Market will be held at the Worthen Road Practice Field. The live musical performances will take place under a tent in the corner of the field away from Worthen Road from 2:00pm to 6:30pm.

SUGGESTED MOTION:

To approve an Entertainment License for Lexington Local Food Collaborative d/b/a Lexington Farmers' Market for the purpose of providing recorded music and live performances for patrons of the 2025 Lexington Farmers' Market to take place every Tuesday from May 27, 2025 through October 28, 2025 at the Worthen Road Practice Field from 2:00pm to 6:30pm.

Move to approve the consent.

FOLLOW-UP:

DATE AND APPROXIMATE TIME ON AGENDA:

5/12/2025

ATTACHMENTS:

Description	Type
 2025 Farmers Market Entertainment License Request Letter	Backup Material
 Farmers Market MAP	Backup Material



Lexington Farmers' Market
70 East Street
Lexington, MA 02420

22 April 2025

Steve Bartha, Town Manager
1625 Massachusetts Avenue
Lexington, MA 02420

2025 Lexington Farmers' Market Entertainment License Request

Dear Mr. Bartha,

The Lexington Farmers' Market requests an Entertainment License for the 21st annual seasonal market. The market will take place weekly Tuesdays from May 27, 2025 to October 28, 2025 from 2:00 pm – 6:30 pm at the Worthen Road Practice Field. The LFM hopes to have live music played by local musicians and/or recorded music which will be amplified through portable battery-operated speakers for the enjoyment of LFM shoppers. Music at the market is weather dependent.

Location: The Entertainment tent will be located at the Worthen Road Practice Field away from Worthen Road, close to the LFM storage shed.

Equipment: Musicians would play under a 10x10 tent provided by the LFM, and there will be no stage or other structure erected.

Regulations and Compliance: Musicians would be required to sign the LFM Market Agreement, with the LFM covered under the town's music licenses with BMI, SESAC and ASCAP.

Market Fee Agreement: As coordinated with Kim Katzenback, the LFM would pay a one time \$75 Entertainment License Fee for all summer market dates in 2025.

We are grateful for the town's consideration of this request and would be happy to supply any additional information if needed.

Thank you,

Leslie Wilcott-Henrie
Board President
Lexington Farmers' Market

LFM Farmers and Vendors June 1, 2021



Worthen Road

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Approve & Sign: Proclamation

PRESENTER:

Doug Lucente, Chair

ITEM NUMBER:

C.6

SUMMARY:

Category: Decision-Making

The Lexington Human Rights Committee is requesting that the Select Board approve and sign a proclamation recognizing the month of June as **Pride Month** in the Town of Lexington. This is an annual request.

SUGGESTED MOTION:

To approve and sign a proclamation recognizing the month of June annually as Pride Month.

Move to approve the consent.

FOLLOW-UP:

Select Board Office.

DATE AND APPROXIMATE TIME ON AGENDA:

5/12/2025

ATTACHMENTS:

Description	Type
 2025 Pride Month Proclamation	Backup Material



Town of Lexington, Massachusetts

SELECT BOARD OFFICE

PROCLAMATION

- Whereas:** we recognize that our Nation was founded upon the principles that all people are created equal and that each person has the right to life, liberty and the pursuit of happiness; and
- Whereas:** we recognize the importance of equality, freedom and belonging; and
- Whereas:** we strive to be a community that celebrates, promotes and embraces diversity, equity and inclusion; and
- Whereas:** we are dedicated to fostering acceptance of people of all identities; and
- Whereas:** our community is strengthened by and thrives upon the rich diversity of ethnic, cultural, racial, gender and other identities/orientations of its residents; all of which contribute to the vibrant character of our town; and
- Whereas:** we embrace Pride Month as the positive stance against discrimination and violence toward individuals who identify as lesbian, gay, bisexual, transgender, queer/questioning, intersex and asexual/aromantic/agender (LGBTQIA+) and to celebrate and lift up self-affirmation, dignity, equal rights, visibility, and contributions to community; and
- Whereas:** the month of June is nationally recognized as Pride Month and commemorates the Stonewall Riots, which occurred at the end of June 1969 and became the catalyst for the LGBTQIA+ Civil Rights Movement that spread worldwide.

NOW, THEREFORE, WE, THE SELECT BOARD of the Town of Lexington, Massachusetts, do hereby proclaim the month of June to be annually recognized as

Pride Month

and we encourage all residents and boards to actively promote the principles of equality and liberty for all.

IN WITNESS WHEREOF, we have set our hands and caused the seal of Lexington to be affixed herewith on the 12th of May 2025.

DOUGLAS M. LUCENTE, CHAIR

JOSEPH N. PATO

MARK D. SANDEEN

JILL I. HAI

VINEETA A. KUMAR

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Approve: Lexington Lions Club Request for 69th Annual Fourth of July Carnival

PRESENTER:

Doug Lucente, Chair

ITEM NUMBER:

C.7

SUMMARY:

Category: Decision-Making

Lexington Lions Club:

69th Annual Fourth of July Carnival

The Lexington Lions Club requests permission to hold the 69th Annual Fourth of July Carnival at Hastings Park with the following timeline:

- Monday, June 30, 2025 through Tuesday, July 1, 2025 - Setup and preliminary inspections starting at 7:00am
- Wednesday, July 2, 2025 through Sunday, July 6 2025 - Carnival
- Monday, July 7, 2025 - Teardown and cleanup to be completed by 4:00pm

The Special Event Permit application has been submitted for review and approval by the Town Manager's Office for the use of Hastings Park.

The Lexington Lions Club respectfully requests approval from the Select Board for the following:

Lighting

The Lexington Lions Club is also requesting that the lights be allowed to be used, if necessary, on the following dates and times:

- Monday, June 30, 2025 until 11:30pm;
- Tuesday, July 1, 2025 until 11:30pm during setup; and
- Wednesday, July 2, 2025 through Sunday, July 6, 2025 until 11:30pm after the daily closing of the Carnival to allow guests an opportunity to leave the area safely.

Fireworks

Lastly, the Lexington Lions Club requests permission to have a fireworks display on Wednesday, July 2, 2025 at approximately 9:30pm (date subject to change based on availability of the vendor).

License for Public Entertainment on Sunday

Note: Fiesta Shows will be submitting a separate License for Public Entertainment on Sunday application to be taken up by the Select Board at a subsequent meeting.

SUGGESTED MOTION:

To approve the following requests of the Lexington Lions Club for the 69th Annual Fourth of July Carnival, outlined in the Lexington Lions Club letter dated May 2, 2025,

To approve the request of the Lexington Lions Club to use lighting as necessary until 11:30pm from Monday, June 30, 2025 through Sunday, July 6, 2025.

To approve a fireworks display on Wednesday, July 2, 2025 at approximately 9:30pm subject to approval of the fireworks vendor, Pyrotechnico, and necessary safety precautions as required by the Fire Department.

Move to approve the consent.

FOLLOW-UP:

Select Board Office.

DATE AND APPROXIMATE TIME ON AGENDA:

5/12/2025

ATTACHMENTS:

Description	Type
□ Lexington Lions Club Carnival Request letter	Cover Memo



THE LIONS CLUB OF LEXINGTON, INC.

P.O. Box 71, Lexington, Massachusetts, 02420

"Birthplace of American Liberty"

www.lexingtonlions.org

May 2, 2025

Town of Lexington
Select Board
1625 Massachusetts Ave
Lexington, MA 02420

Dear Select Board Members;

Lexington Lions Club respectfully requests your support and approval for the Lexington Lions Club to sponsor its 69th Annual Fourth of July Carnival in 2025 with Fiesta Shows of Seabrook, NH. We request the use of Hastings Park on the following dates and other locations as noted:

Proposed Schedule of Events:

- Sunday, June 29, 2025
 - Arrival to staging area starting at 10:00PM (No Setup)
- Monday, June 30, 2025
 - Setup starting at 7:00AM moving onto field
 - Setup and Preliminary Inspections
- Tuesday, July 1, 2025
 - Setup and Inspections
- Wednesday, July 2, 2025
 - *Final Setup and Final Inspections*
 - *Perkins/LABBB/Cotting Students 3:00 PM to 5:00 PM**Tentative Date*
 - **Carnival - 6:00 PM to 11:00 PM**
 - *Fireworks - 9:30 PM to 10:00 PM*
- Thursday, July 3, 2025
 - **Carnival - 6:00 PM to 11:00 PM**
- Friday, July 4, 2025
 - *Free Olde Fashioned Youth Games - 10:00 AM – Noon (Softball Field)*
 - **Carnival – 1:00 PM to 11:00 PM**
- Saturday, July 5, 2025
 - **Carnival - 1:00 PM to 11:00 PM**
- Sunday, July 6, 2025
 - **Carnival - 1:00 PM to 6:00 PM**
 - Tear down and clean-up 7:00PM – 11:00PM
- Monday, July 7, 2025
 - Final tear down and clean-up completed by 4:00PM

A Special Event Permit application was filed with the Town Manager's Office via View Point Cloud on May 2, 2025 in conjunction with this request.

Planning Meetings - The support and cooperation of the Town of Lexington has always been a key factor in our success. The Lexington Lions Club and Fiesta Shows will hold a formal event planning meeting with all the relevant Town Departments. Subsequent meetings will be held with key Departments as the event approaches to coordinate final logistics.

Lighting – Fiesta Shows will be providing all lighting sources. We are requesting that lights be allowed to be used if necessary, until 11:30PM on Monday, June 30th, and Tuesday, July 1st during setup and until 11:30PM after the daily closing of the Carnival July 2nd - July 6th to allow carnival guests an opportunity to leave the area safely.

Fireworks - The Lexington Lions Club requests permission to have a fireworks display on **Wednesday, July 2, 2025** at approximating 9:30 PM subject to approval of the fireworks vendor, Pyrotechnico and safety precautions by the Fire Department. (Note: this date is subject to change based on availability).

Living Quarters and On-Site Supervisor - The Fiesta Shows employees will occupy living quarters (i.e., trailers) located near the Lexington High School Field House in cooperation with the Department of Public Facilities. They will act in accordance with the conditions set forth in prior years including Fiesta Shows identifying (by name and cell phone number) an on-site supervisor who will be the primary contact person for the Lexington Police Department on any matters regarding carnival staff. This supervisor will be on-site and available between the hours of midnight and 8:00 a.m. There will be no living quarters at Hastings Park.

Police Details and Alcohol Consumption – The Lexington Lions Club will arrange and pay for Lexington Police Department security details consistent with the hours required each night the carnival in past years. Fiesta Shows agrees that there will be **no consumption of alcoholic beverages** on public property.

Break Bottle Game –There will not be a break bottle game at Hastings Park.

Backflow Preventer – The Lexington Lions Club will be responsible for making a \$1,000 deposit for a backflow preventer valve from the Department of Public Works.

Post-Carnival Meetings – The Lexington Lions Club will plan to hold a post-carnival meeting with the DPW on Tuesday, July 8th at Hastings Park to review the conditions of the grass at Hastings Park. Lions and Fiesta shows will be responsible for any and all repairs to the grass. Another debriefing meeting will be held within 2 months after the Carnival including all appropriate Town Departments to review the carnival layout, and any concerns that may have come up during the carnival.

Sincerely,

Jack Irwin

Jack Irwin,
President, Lexington Lions Club

Original Letter to Select Board; E-mail CC to:

Steve Bartha, Town Manager

Kelly Axtell, Deputy Town Manager

Michael McLean, Police Department

Derek Sencabaugh, Fire Department

Joanne Belanger, Public Health Department

David Pinsonneault, Department of Public Works

Chris Filadoro, Department of Public Works

Shawn Newell, Department of Public Facilities

Laurie Lucibello, Department of Public Facilities

Melissa Battite, Director of Recreation and Community Programs

Jim Kelly, Building Commissioner

E.J. Dean, Fiesta Shows

Colby Crogan, Lexington Lions Club

Bill Carlson, Lexington Lions Club

Alan Wrigley, Lexington Lions Club

Doug Lucente, Lexington Lions Club

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Update: Quarter 3 Budget

PRESENTER:

Carolyn Kosnoff, Assistant Town
Manager for Finance; Rosalyn Impink,
Budget Officer

ITEM NUMBER:

I.1

SUMMARY:

Category: Informing

Staff will provide a 3rd quarter FY2025 analysis of Budget to Year-to-Date revenues and expenditures as of March 31, 2025 for the General, Enterprise and Revolving Funds.

SUGGESTED MOTION:

n/a

FOLLOW-UP:

n/a

DATE AND APPROXIMATE TIME ON AGENDA:

5/12/2025

6:45pm

ATTACHMENTS:

Description	Type
❏ Memo - FY2025 Qtr 3 Budget Monitoring	Cover Memo
❏ Presentation - FY2025 Qtr 3 Budget Monitoring	Presentation



- MEMORANDUM -

TO: Select Board

FROM: Steve Bartha, Town Manager
Carolyn Kosnoff, Assistant Town Manager for Finance
Rosalyn Impink, Budget Officer

DATE: March 31, 2025

SUBJECT: FY2025, 3rd Quarter Budget Status Report

Summary

This report provides 3rd quarter FY2025 analysis of Budget to Year-to-Date revenues and expenditures as of March 31, 2025 for the General, Enterprise and Revolving Funds. The General Fund accounts for the Town's annual operating budget. Water, sewer and recreation/community programs are reflected in the Enterprise Funds. Revolving funds are self-supporting operations for a specific task or program.

For the purpose of analysis, it is assumed that as of the 3rd quarter, 75% of estimated revenues should have been collected, and that departments will have similarly spent 75% of their appropriation.

In general, both expenditures and revenues are in line with management's expectations as of the end of the 3rd quarter of FY2025. A detailed breakdown of revenue collections can be found on pages 8-11, with expenditures on pages 12-23. The summary table below indicates the total activity for these items:

Summary of Operating Revenues and Expenditures

Revenue	(A)	(B)	(A - B)	B/A
	Estimates	Collections	Uncollected	% Collected
General Fund	\$ 293,384,443	\$ 227,879,421	\$ 65,505,022	77.67%
Enterprise Funds	\$ 29,729,069	\$ 19,942,887	\$ 9,786,182	67.08%

Expenditures	(A)	(B)	(C)	(D)	(B+C)/A	(B/A)
	Revised Budget*	Expenditures	Encumbered	Available	% Used (Exp. & Enc.)	% Used (Exp. Only)
General Fund	\$ 264,253,248	\$ 177,957,039	\$ 11,473,427	\$ 74,822,783	71.69%	67.34%
Enterprise Funds	\$ 28,370,131	\$ 19,944,448	\$ 830,602	\$ 7,595,081	73.23%	70.30%
Grand Total	\$ 292,623,379	\$ 197,901,487	\$ 12,304,029	\$ 82,417,863	71.83%	67.63%

*Incorporates \$215,000 in net General Fund budget adjustments and \$3,017,176 in Enterprise budget reductions approved at Special Town Meeting 2024-1.

General Fund Revenue Collections

Revenue collections were largely in line with estimates. As of March 31, 2025, 77.67% or \$227,879,421 of total estimated revenue for FY2025 (\$293,384,443) had been collected. The majority of revenue (86.9%) is received from Property Tax receipts, which are currently at 74.93% of budgeted levels. This is generally in line with overall collections from prior years.

In addition, a total of \$17,178 has been received from Supplemental Tax Billing. This amount is captured in Misc. Non-Recurring Revenue in the table below.

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

Summary of Revenue Collections - General Fund

	(A) FY2025 Revenue Estimates*	(B) Collections	(A-B) Uncollected	(B/A) Percent Collected
Property Tax	\$ 254,845,745	\$ 190,963,117	\$ 63,882,628	74.93 %
State Aid	\$ 19,612,696	\$ 15,329,748	\$ 4,282,948	78.16 %
Local Receipts	\$ 15,778,700	\$ 18,439,255	\$ (2,660,555)	116.86 %
Motor Vehicle Excise	\$ 5,601,396	\$ 5,339,864	\$ 261,533	95.33 %
Other Excise (meals, jet fuel, hotel/motel)	\$ 1,373,000	\$ 1,372,332	\$ 668	99.95 %
Penalties and Interest	\$ 380,500	\$ 257,296	\$ 123,204	67.62 %
Payment in Lieu of Taxes (PILOTS)	\$ 744,000	\$ 550,986	\$ 193,014	74.06 %
Rentals of Town Buildings	\$ 350,296	\$ 274,608	\$ 75,688	78.39 %
Departmental - School	\$ 344,500	\$ 210,989	\$ 133,511	61.24 %
Departmental - Municipal	\$ 2,686,825	\$ 2,838,106	\$ (151,281)	105.63 %
Licenses & Permits	\$ 3,189,750	\$ 3,855,948	\$ (666,198)	120.89 %
Special Assessments	\$ 10,433	\$ 14,277	\$ (3,844)	136.84 %
Fines and Forfeitures	\$ 98,000	\$ 80,948	\$ 17,052	82.60 %
Investment Income	\$ 1,000,000	\$ 3,384,885	\$ (2,384,885)	338.49 %
Misc. Non-Recurring Revenue	\$ —	\$ 259,018	\$ (259,018)	---
Interfund Operating Transfers	\$ 3,147,301	\$ 3,147,301	\$ —	100.00 %
Total General Fund Revenue	\$ 293,384,443	\$ 227,879,421	\$ 65,505,022	77.67 %

*Does not include Free Cash appropriated under Article 4 to support the FY2025 Operating Budget

Explanation of Significant Variances

1. Other Excise - This revenue stream reflects meals, jet fuel and hotel/motel local option excise tax collections. In the FY2025 budget, staff assumed a conservative forecast, using the three-year average of revenue collected. Actual collections have been higher than forecasted. Further detail can be found in the Revenue Report (page 8).
2. Penalties and Interest - Interest paid due to Tax Liens.
3. Rentals of Town Buildings - The Town receives payments for outdoor dining permits on town sidewalks, as well as lease payments for town-owned properties.
4. Departmental - School - The Town continues to receive quarterly reimbursement for provision of Medicaid-covered direct services in Lexington Public Schools.
5. Departmental - Municipal - Ambulance fee revenue remains high as call volume has increased. Planning board filing and review fees increased due to a high number of residential development applications during the year. Net metering credit revenue exceeded projections due to higher than expected energy production by Town-owned solar panels. Cemetery interest allocated from trust accounts exceeded projections.
6. Licenses & Permits - Activity for Building Permits remains strong, with several projects contributing to the higher-than-forecasted revenue, including a \$1.5 million permit pulled for the multifamily residential project at 17 Hartwell Avenue. Continued revenues will be dependent on timing of activity in the market. The number of health department permits issued has increased due to a growing number of community events requiring food inspections.
7. Special Assessments include amounts paid in advance for street betterments when a property is sold or refinanced. Revenues exceeded budget due to advanced payoffs.
8. Fines and Forfeitures is primarily made up of parking fines. Activity has increased as both parking volume and enforcement activities have ramped up following the conclusion of the Center Streetscape project.
9. Investment Income continues to reflect high interest rates. Investment income has exceeded projections due to market conditions.
10. Misc. Non-Recurring Revenue is not budgeted due to the one-time nature of the revenue received.

General Fund Expenditures

As of March 31, 2025, 67.34% of the FY2025 General Fund budget of \$264,253,248 has been expended and 71.69% has been expended or encumbered. Expenditures represent actual payments made for goods and services and encumbrances are reservations of budgets for goods or services ordered but not paid in FY2025.

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

Summary of Operating Expenditures - General Fund

	(A)	(B)	(C)	(D)	(B+C)/A	(B/A)
	Revised Budget*	Expenditures	Encumbered	Available	% Used (Exp. & Enc.)	% Used (Exp. Only)
Education	\$ 143,826,471	\$ 92,909,736	\$ 6,995,247	\$ 43,921,488	69.46%	64.60%
Shared Expenses	\$ 72,191,976	\$ 51,864,753	\$ 810,211	\$ 19,517,012	72.97%	71.84%
Municipal	\$ 48,234,801	\$ 33,182,550	\$ 3,667,968	\$ 11,384,283	76.40%	68.79%
Total	\$ 264,253,248	\$ 177,957,039	\$ 11,473,427	\$ 74,822,783	71.69%	67.34%

Explanation of Significant Variances -

1. Education - Education is heavily weighted (86.0%) towards personal services. The majority of staff begin in late August and work through June. As a result, personal service spending does not follow the expectation for 75% spent. As of March 31st, 16 of 26 paychecks had been issued (61%), and personal services spending is at 63.77% of budgeted levels.
2. The largest Shared Service item is employee health benefits, for which the Town submits premiums to the Group Insurance Commission one month in arrears. In addition, the majority of debt service is paid in February.
3. Municipal - Municipal department spending is largely in line with expectations. Finance is monitoring end-of-year projections, making note of the following circumstances:
 - a. Several staffing changes necessitated an increase in personal services expenditures to cover additional staffing hours for injured on duty leave, staff overlaps for training replacements, vacation buybacks, and individuals acting out-of-grade.
 - b. Property & Liability Insurance costs are outpacing budget this year; the FY2026 budget addresses this trend.
 - c. The Library union contract was not settled when the FY2025 budget was published; staff are monitoring personal services expenditures to determine if an end-of-year budget adjustment will be required to accommodate the contract.
 - d. The Comptroller's Office pays phone bills for all Town mobile devices; expenses need to be distributed to individual departments through an end-of-year reclass.

Enterprise Fund Revenue Collections

As of March 31, 2025, 67.1% or \$19,942,887 of total estimated revenue for FY2025 (\$29,729,069) had been collected.

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

Summary of Revenue Collections - Enterprise Funds

	(A)	(B)	(A-B)	(B/A)
	FY2025 Estimates*	Collections	Uncollected	Percent Collected
Water				
User Charges	\$ 13,410,956	\$ 9,771,004	\$ 3,639,952	72.86%
Non-Rate Revenue	\$ 278,500	\$ 510,864	\$ (232,364)	183.43%
Retained Earnings	\$ —	\$ —	\$ —	—%
Total Water	\$ 13,689,456	\$ 10,281,868	\$ 3,407,588	75.11%
Sewer				
Charges for Services	\$ 12,410,144	\$ 6,960,830	\$ 5,449,314	56.09%
Non-Rate Revenue	\$ 362,000	\$ 103,514	\$ 258,486	28.59%
Retained Earnings	\$ —	\$ —	\$ —	—%
Total Sewer	\$ 12,772,144	\$ 7,064,344	\$ 5,707,800	55.31%
Recreation and Community Programs				
Recreation Fees	\$ 1,707,530	\$ 1,037,948	\$ 669,582	60.79%
Community Center Fees	\$ 327,231	\$ 368,799	\$ (41,568)	112.70%
Golf User Charges	\$ 900,000	\$ 796,662	\$ 103,338	88.52%
Non-Fee Revenues	\$ —	\$ 60,558	\$ (60,558)	—%
Transfer from General Fund	\$ 332,708	\$ 332,708	\$ —	100.00%
Retained Earnings	\$ —	\$ —	\$ —	—%
Total Recreation/CP	\$ 3,267,469	\$ 2,596,675	\$ 670,794	79.47%
Total Enterprise Fund Revenue	\$ 29,729,069	\$ 19,942,887	\$ 9,786,182	67.08%

*Inclusive of revenue to fund indirect costs.

Explanation of Significant Variances -

1. Water/Sewer - The second half of semiannual bills have been sent out and will be recognized in Quarter 4.
2. Recreation - Strong golf revenues continue to support ongoing Recreation operations. Recreation fees for upcoming summer programming will be recognized in Quarter 4. Fees for Community Center programming reflect strong participation in the fall and winter months.

Enterprise Fund Expenditures

As of March 31, 70.3% of the FY2025 Enterprise Fund budgets of \$28,370,131 has been expended and 73.2% has been expended or encumbered, leaving \$7,595,081 of the budget available.

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

Summary of Operating Expenditures - Enterprise Funds

	(A)	(B)	(C)	(D)	(B+C)/A	(B/A)
	Revised Budget*	Expenditures	Encumbered	Available	% Used (Exp. & Enc.)	% Used (Exp. Only)
Water	\$ 12,357,484	\$ 8,747,281	\$ 130,489	\$ 3,479,714	71.84%	70.79%
Sewer	\$ 12,321,489	\$ 8,819,558	\$ 145,350	\$ 3,356,582	72.76%	71.58%
Recreation/CP	\$ 3,691,158	\$ 2,377,610	\$ 554,763	\$ 758,785	79.44%	64.41%
Total	\$ 28,370,131	\$ 19,944,448	\$ 830,602	\$ 7,595,081	73.23%	70.30%

*Exclusive of indirect costs; incorporates \$3,017,176 in Enterprise budget reductions approved at Special Town Meeting 2024.

Explanation of Significant Variances

1. Water/Sewer - None
2. Recreation/CP - Spending for Recreation activities is concentrated during summer months. Encumbered funds reflect contracts with the Pine Meadows management company as well as planned programs and operating expenses.

Revolving Fund Revenues and Expenditures

This report reflects a quarter-end snapshot of Revolving Funds. Generally, these funds maintain a balance from year to year, and generate revenue during the year that covers expenses. Revolving Funds cannot spend more than they have in available revenue, and have an annual spending limit set by Town Meeting. For FY2025 there are 10 active revolving funds, listed below.

Revolving Fund	Department	A	B	C	D	E	FY2025 Authorization
		Beginning Fund Balance	YTD Revenue - December 31, 2024	YTD Spending - December 31, 2024	Encumbered	Current Balance (A+B-C-D)	
School Bus Transportation	Schools	\$ 1,399,928	\$ 613,221	\$ 836,925	\$ 245,730	\$ 930,494	\$ 1,150,000
Building Rental Revolving Fund	Facilities	\$ 595,739	\$ 559,912	\$ 261,206	\$ —	\$ 894,445	\$ 635,000
DPW Burial Containers	Public Works	\$ 318,378	\$ 29,135	\$ 18,746	\$ 33,460	\$ 295,307	\$ 60,000
Lexington Tree Fund	Public Works	\$ 359,611	\$ 45,500	\$ 37,730	\$ 40,000	\$ 327,381	\$ 120,000
DPW Compost Operations	Public Works	\$ 726,692	\$ 882,910	\$ 439,296	\$ 135,858	\$ 1,034,448	\$ 875,000
Minuteman Household Hazardous Waste Program	Public Works	\$ 53,724	\$ 124,865	\$ 103,723	\$ 3,001	\$ 71,864	\$ 250,000
Senior Services Program	Human Services	\$ 54,860	\$ 30,379	\$ 9,376	\$ 17,346	\$ 58,518	\$ 75,000
Health Programs	Health	\$ 73,565	\$ 65,102	\$ 42,400	\$ —	\$ 96,267	\$ 110,000
Health Permits & Inspections	Health	\$ 41,085	\$ 38,750	\$ 6,800	\$ 4,125	\$ 68,910	\$ 40,000
Tourism	Land Use	\$ 179,617	\$ 286,411	\$ 374,020	\$ 58,743	\$ 33,266	\$ 558,000

Items of note -

Health Funds - In FY2025, lab animal permits and RDNA lab inspections were combined into one revolving fund, Health Permits & Inspections. Health Programs represents the town's vaccine clinic and reimbursement program.

Tourism - Expenditures represent acquisition of merchandise ahead of the semiquincentennial celebrations in April. Patriots' Day sales will be reflected in Quarter 4, and the Finance department is confident that revenue will exceed expenditures at year end.

FY2025 3rd Quarter General Fund Revenue Report

PROPERTY TAX

			FY2025 Revenue from Recap	Collections as of 3/31/2025	Uncollected as of 3/31/2025	Percent Collected
PERSONAL PROPERTY TAX						
10004110	411025	25 PERSONAL PROPERTY TAX	\$ 8,406,460	\$ 7,134,369	\$ 1,272,091	84.87%
10004110	412000	Prior Years Personal Property Tax		\$ 54,708	\$ (54,708)	—%
TOTAL PERSONAL PROPERTY			\$ 8,406,460	\$ 7,189,077	\$ 1,217,383	85.52%

REAL ESTATE TAXES

10004120	412025	25 REAL ESTATE TAX	\$ 246,439,285	\$ 182,890,981	\$ 63,548,304	74.21%
10004120	412024	24 REAL ESTATE TAX		\$ 771,212	\$ (771,212)	—%
10004120	412023	23 REAL ESTATE TAX		\$ (97,735)	\$ 97,735	—%
10004120	413000	DEFERRED TAXES		\$ 120,602	\$ (120,602)	—%
10004199	414200	TAX LIENS/TITLES REDEEMED		\$ 88,979	\$ (88,979)	—%
TOTAL REAL ESTATE			\$ 246,439,285	\$ 183,774,040	\$ 62,665,245	74.57%
TOTAL PROPERTY TAX			\$ 254,845,745	\$ 190,963,117	\$ 63,882,628	74.93%

REVENUE FROM STATE-CHERRY SHEET

			FY2025 Revenue from Recap	Collections as of 3/31/2025	Uncollected as of 3/31/2025	Percent Collected
10004600	462020	CH 70 SCHOOL AID	\$ 17,609,131	\$ 13,748,560	\$ 3,860,571	78.08%
10004600	462070	CHARTER SCHOOL ASSESSMENT	\$ 87,520	\$ 68,726	\$ 18,794	78.53%
10004600	466010	VETERANS BENEFITS CH 115	\$ 17,954	\$ 11,602	\$ 6,352	64.62%
10004600	466020	UNDESIGNATED GENERAL GOVT AID	\$ 1,832,124	\$ 1,410,727	\$ 421,397	77.00%
10004600	461020	EXEMPTIONS-VET,BLIND,ELD,SURV	\$ 65,967	\$ 90,133	\$ (24,166)	136.63%
TOTAL CHERRY SHEET			\$ 19,612,696	\$ 15,329,748	\$ 4,282,948	78.16%

MOTOR VEHICLE EXCISE TAX

			FY2025 Revenue from Recap	Collections as of 3/31/2025	Uncollected as of 3/31/2025	Percent Collected
10004150	415025	25 MVE TAX	\$ 5,601,396	\$ 4,449,132	\$ 1,152,265	79.43%
10004150	415024	24 MVE TAX		\$ 866,675	\$ (866,675)	—%
10004150	415023	23 MVE TAX		\$ 19,735	\$ (19,735)	—%
10004150	415000	Prior Years Motor Vehicle Excise		\$ —	\$ —	—%
TOTAL MOTOR VEHICLE EXCISE			\$ 5,601,396	\$ 5,338,183	\$ 263,214	95.30%

OTHER EXCISE

			FY2025 Revenue from Recap	Collections as of 3/31/2025	Uncollected as of 3/31/2025	Percent Collected
10004191	419000	OTHER EXCISE - HOTEL/MOTEL	\$ 678,000	\$ 602,309	\$ 75,691	88.84%
10004199	419010	OTHER EXCISE - JET FUEL	\$ 225,000	\$ 342,226	\$ (117,226)	152.10%
10004199	419020	OTHER EXCISE - MEALS TAX	\$ 470,000	\$ 427,798	\$ 42,202	91.02%
TOTAL OTHER EXCISE			\$ 1,373,000	\$ 1,372,332	\$ 668	99.95%

PENALTIES & INTEREST

			FY2025 Revenue from Recap	Collections as of 3/31/2025	Uncollected as of 3/31/2025	Percent Collected
10004179	417010	PEN & INT PP TAX	\$ 10,500	\$ 12,227	\$ (1,727)	116.44%
10004179	417020	PEN & INT RE TAX	\$ 235,000	\$ 162,832	\$ 72,168	69.29%
10004179	417040	PEN & INT TAX LIENS	\$ 75,000	\$ 47,130	\$ 27,870	62.84%
10004179	417050	PEN & INT MVE TAX	\$ 60,000	\$ 35,108	\$ 24,892	58.51%
TOTAL PENALTIES AND INTERESTS			\$ 380,500	\$ 257,296	\$ 123,204	67.62%

PAYMENT IN LIEU OF TAXES (PILOTs)			FY2025 Revenue from Recap	Collections as of 3/31/2025	Uncollected as of 3/31/2025	Percent Collected
10004180	418000	PAYMENT IN LIEU OF TAXES	\$ 744,000	\$ 550,986	\$ 193,014	74.06%
TOTAL PAYMENT IN LIEU OF TAXES (PILOTs)			\$ 744,000	\$ 550,986	\$ 193,014	74.06%

RENTALS			FY2025 Revenue from Recap	Collections as of 3/31/2025	Uncollected as of 3/31/2025	Percent Collected
10123437	437014	CELL TOWER REVENUE	\$ 271,796	\$ 233,211	\$ 38,585	85.80%
10123437	436000	RENTALS OF TOWN BUILDINGS	\$ 78,500	\$ 41,397	\$ 37,103	52.74%
TOTAL RENTALS			\$ 350,296	\$ 274,608	\$ 75,688	78.39%

DEPARTMENTAL - SCHOOLS			FY2025 Revenue from Recap	Collections as of 3/31/2025	Uncollected as of 3/31/2025	Percent Collected
10300437	432022	TRANSCRIPT FEES	\$ 36,000	\$ 2,678	\$ 33,322	7.44%
10300480	484010	MEDICAID REIMBURSEMENT	\$ 300,000	\$ 199,851	\$ 100,149	66.62%
10300437	432021	STUDENT PARKING FEES	\$ 8,500	\$ 8,460	\$ 40	99.53%
TOTAL DEPARTMENTAL - SCHOOLS			\$ 344,500	\$ 210,989	\$ 133,511	61.24%

DEPARTMENTAL - MUNICIPAL			FY2025 Revenue from Recap	Collections as of 3/31/2025	Uncollected as of 3/31/2025	Percent Collected
10220420	427201	FIRE DEPT REC-AMBULANCE FEES	\$ 1,400,000	\$ 1,474,930	\$ (74,930)	105.35%
10220420	427202	FIRE DEPT REC-FIRE ALARM FEES	\$ 13,675	\$ 1,478	\$ 12,197	10.81%
10210420	427203	POLICE DEPT REC-HOUSE ALARMS	\$ 12,000	\$ 5,640	\$ 6,360	47.00%
10145437	432002	CERTIFICATE OF REDEMPTION	\$ 100	\$ 48	\$ 52	48.00%
10145437	432003	MUNICIPAL LIEN CERTIFICATES	\$ 35,000	\$ 11,400	\$ 23,600	32.57%
10294437	432004	PROTECTED TREE FEES	\$ 7,500	\$ 16,140	\$ (8,640)	215.20%
10489420	424051	LEXPRESS FARES	\$ 30,000	\$ 12,990	\$ 17,010	43.30%
10220437	432000	FIRE FEE-CERT OF COMPLIANCE	\$ 25,000	\$ 13,950	\$ 11,050	55.80%
10161437	432000	TOWN CLERK FEE	\$ 35,900	\$ 22,625	\$ 13,275	63.02%
10210437	432000	POLICE DEPT FEE	\$ 88,000	\$ 83,915	\$ 4,085	95.36%
10161437	432011	REGISTRY SURCHARGE FEE	\$ 15,000	\$ 10,520	\$ 4,480	70.13%
10420437	432000	DPW FEES FOR SERVICE	\$ 150	\$ —	\$ 150	—%
10175437	432012	P.B. FILING & REVIEW FEES	\$ 40,000	\$ 102,954	\$ (62,954)	257.38%
10241437	432014	B.O.A. HEARING FEES	\$ —	\$ 4,100	\$ (4,100)	—%
10175437	432015	ANR PLAN FILING FEES	\$ 10,000	\$ 1,900	\$ 8,100	19.00%
10161437	432016	RENTAL CAR SURCHARGE FEES	\$ 2,500	\$ 2,581	\$ (81)	103.25%
10171437	432000	CONSERVATION FEES	\$ 38,000	\$ 35,024	\$ 2,977	92.17%
10491437	437403	CEMETERY PREPARATION	\$ 180,000	\$ 138,124	\$ 41,876	76.74%
10491482	482400	CEMETERY INTEREST ALLOCATION	\$ 70,000	\$ 170,662	\$ (100,662)	243.80%
10123437	432000	MISC. FEES	\$ 7,500	\$ 1,767	\$ 5,733	23.55%
10241437	432025	TRENCH PERMIT FEES	\$ 6,500	\$ 3,600	\$ 2,900	55.38%
10123437	437016	NET METERING CREDIT REVENUE	\$ 670,000	\$ 718,954	\$ (48,954)	107.31%
TOTAL CHARGES FOR SERVICES			\$ 2,686,825	\$ 2,838,106	\$ (151,281)	105.63%

LICENSE & PERMITS			FY2025 Revenue from Recap	Collections as of 3/31/2025	Uncollected as of 3/31/2025	Percent Collected
10161440	441000	ALCOHOL & BEVERAGE LIC	\$ 75,000	\$ 76,350	\$ (1,350)	101.80%
10241440	445001	BUILDING PERMITS	\$ 2,300,000	\$ 3,087,218	\$ (787,218)	134.23%
10241440	445002	GAS PERMITS	\$ 26,000	\$ 23,730	\$ 2,270	91.27%
10241440	445003	WIRING PERMITS	\$ 320,000	\$ 308,771	\$ 11,229	96.49%

10241440	445004	PLUMBING PERMITS	\$ 70,000	\$ 91,515	\$ (21,515)	130.74%
10241440	445005	SHEET METAL PERMITS	\$ 50,000	\$ 45,677	\$ 4,323	91.35%
10241440	445007	MECHANICAL PERMITS	\$ 125,000	\$ 39,509	\$ 85,491	31.61%
10122440	442000	SELECTMAN'S LIC. & PERMITS	\$ 2,500	\$ 2,555	\$ (55)	102.20%
10512440	445009	BOARD OF HEALTH LIC & PERMITS	\$ 40,000	\$ 90,935	\$ (50,935)	227.34%
10220440	445010	FIRE DEPT LIC. & PERMITS	\$ 50,000	\$ 34,285	\$ 15,715	68.57%
10241440	445011	B & Z MISC PERMITS	\$ 5,000	\$ 970	\$ 4,030	19.40%
10241440	445015	SHORT TERM RENTAL LIC & PERMIT	\$ —	\$ 900	\$ (900)	—%
10210440	442002	FIREARMS LICENSE	\$ 3,000	\$ 2,513	\$ 488	83.75%
10161440	442000	TOWN CLERK'S LIC & PERMITS	\$ 45,000	\$ 15,955	\$ 29,045	35.46%
10420440	445012	DPW STREET OPENING PERMITS	\$ 75,000	\$ 33,764	\$ 41,237	45.02%
10420440	445013	RIGHT OF WAY OBSTRUCTION	\$ —	\$ 50	\$ (50)	—%
10420440	445014	STORM WATER/DRAIN PERMIT	\$ 2,000	\$ 200	\$ 1,800	10.00%
10420440	442003	DRAIN LAYERS LICENSE	\$ 1,250	\$ 780	\$ 470	62.40%
10171440	442000	MISC. LICENSE & PERMITS	\$ —	\$ 272	\$ (272)	—%
TOTAL LICENSE & PERMITS			\$ 3,189,750	\$ 3,855,948	\$ (666,198)	120.89%

SPECIAL ASSESSMENTS			FY2025 Revenue from Recap	Collections as of 3/31/2025	Uncollected as of 3/31/2025	Percent Collected
10004750	475001	STREET BETTERMENT	\$ —	\$ 13,550	\$ (13,550)	—%
TOTAL SPECIAL ASSESSMENTS			\$ —	\$ 13,550	\$ (13,550)	—%

FINES & FORFEITURES			FY2025 Revenue from Recap	Collections as of 3/31/2025	Uncollected as of 3/31/2025	Percent Collected
10004695	468000	COURT FINES	\$ 1,000	\$ 285	\$ 715	28.50%
10213477	477000	PARKING FINES	\$ 30,000	\$ 19,017	\$ 10,983	63.39%
10161477	477010	NON CRIMINAL FINES	\$ 2,000	\$ 1,365	\$ 635	68.25%
10213477	477020	REGISTRY CMVI	\$ 65,000	\$ 60,281	\$ 4,719	92.74%
TOTAL FINES & FORFEITURES			\$ 98,000	\$ 80,948	\$ 17,052	82.60%

INVESTMENT INCOME			FY2025 Revenue from Recap	Collections as of 3/31/2025	Uncollected as of 3/31/2025	Percent Collected
10145482	482000	INT EARNED ON SAVINGS	\$ 1,000,000	\$ 3,384,885	\$ (2,384,885)	338.49%
TOTAL INVESTMENT INCOME			\$ 1,000,000	\$ 3,384,885	\$ (2,384,885)	338.49%

MISCELLANEOUS NON-RECURRING REVENUE			FY2025 Revenue from Recap	Collections as of 3/31/2025	Uncollected as of 3/31/2025	Percent Collected
10123480	480010	MISC NON-RECURRING REVENUE	\$ —	\$ 235,127	\$ (235,127)	—%
10004580	458000	FED REV THRU STATE-MISC	\$ —	\$ 6,713	\$ (6,713)	—%
10145437	433000	SUPPLEMENTAL BILLING	\$ —	\$ 17,178	\$ (17,178)	—%
TOTAL MISC NON-RECURRING REVENUE			\$ —	\$ 259,018	\$ (259,018)	—%

INTERFUND OPERATING TRANSFERS			FY2025 Revenue from Recap	Collections as of 3/31/2025	Uncollected as of 3/31/2025	Percent Collected
10990497	497200	TRANSFERS FROM OTHER SPEC REV	\$ 897,214	\$ 897,214	\$ —	100.00%
10990497	497500	TRANSFERS FROM ENT FUNDS	\$ 1,873,817	\$ 1,873,817	\$ —	100.00%
10990497	497600	TRANSFER FROM TRUST FUNDS	\$ 376,270	\$ 376,270	\$ —	100.00%
TOTAL INTERFUND OPERATING TRANSFERS			\$ 3,147,301	\$ 3,147,301	\$ —	100.00%

GRAND TOTAL GENERAL FUND REVENUE			\$ 293,374,010	\$ 227,877,013	\$ 65,496,997	77.67%
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TOTAL ENTERPRISE FUND REVENUE			\$ 29,729,069	\$ 19,942,887	\$ 9,786,182	67.08%
GRAND TOTAL REVENUE			\$ 323,103,079	\$ 247,819,900	\$ 75,283,179	76.70%

FY2025 3rd Quarter Enterprise Funds Revenue Report

WATER MUNICIPAL REVENUES			FY2025 Estimates	Collections as of 3/31/2025	Uncollected	Percent Collected
71004200	421000	WATER USER CHARGES	\$ 13,410,956	\$ 9,771,004	\$ 3,639,952	72.86%
		WATER NON-RATE REVENUE	\$ 278,500	\$ 510,864	\$ (232,364)	183.43%
TOTAL WATER			\$ 13,689,456	\$ 10,281,868	\$ 3,407,588	75.11%

SEWER MUNICIPAL REVENUES			FY2025 Estimates	Collections as of 3/31/2025	Uncollected	Percent Collected
70004200	421000	SEWER USER CHARGES	\$ 12,410,144	\$ 6,960,830	\$ 5,449,314	56.09%
		SEWER NON-RATE REVENUE	\$ 362,000	\$ 103,514	\$ 258,486	28.59%
TOTAL SEWER			\$ 12,772,144	\$ 7,064,344	\$ 5,707,800	55.31%

RECREATION REVENUES			FY2025 Estimates	Collections as of 3/31/2025	Uncollected	Percent Collected
72004200	424020	RECREATION USER CHARGES	\$ 1,707,530	\$ 1,037,948	\$ 669,582	60.79%
72004200	424030	COMMUNITY CTR REVENUE	\$ 327,231	\$ 368,799	\$ (41,568)	112.70%
72004200	424040	GOLF USER CHARGES	\$ 900,000	\$ 796,662	\$ 103,338	88.52%
72004200	482000	INT EARNED ON SAVINGS	\$ —	\$ 60,558	\$ (60,558)	—%
72004990	497100	TRANSFER FROM GENERAL FUND	\$ 332,708	\$ 332,708	\$ —	100.00%
TOTAL RECREATION			\$ 3,267,469	\$ 2,596,675	\$ 670,794	79.47%

TOTAL ENTERPRISE FUNDS REVENUE			\$ 29,729,069	\$ 19,942,887	\$ 9,786,182	67.08%
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Sub-Program 1100 - Lexington Public Schools

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Lexington Public Schools								
Personal Services	\$120,795,839	\$—	\$120,795,839	\$77,029,629	\$—	\$43,766,210	63.77%	63.77%
Expenses	\$19,624,237	\$—	\$19,624,237	\$12,899,510	\$6,995,247	\$(270,520)	101.38%	65.73%
Special Ed Stabilization Funding	\$—	\$—	\$—	\$—	\$—	\$—	—%	—%
TOTAL PUBLIC SCHOOLS P. S.	\$120,795,839	\$—	\$120,795,839	\$77,029,629	\$—	\$43,766,210	63.77%	63.77%
TOTAL PUBLIC SCHOOLS EXPENSES	\$19,624,237	\$—	\$19,624,237	\$12,899,510	\$6,995,247	\$(270,520)	101.38%	65.73%
GRAND TOTAL PUBLIC SCHOOLS	\$140,420,076	\$—	\$140,420,076	\$89,929,140	\$6,995,247	\$43,495,689	69.02%	64.04%

Sub-Program 1200 - Minuteman Regional High School

	Original Appropriation	Transfer/ Adjustments	Revised Budget	Year-to-Date Expended	Encumbrances	Available Budget	% Used (Exp. & Enc.)	% Used (Exp. Only)
Minuteman Regional High School								
Assessment	\$3,406,395	\$—	\$3,406,395	\$2,980,596	\$—	\$425,799	87.50%	87.50%
TOTAL MINUTEMAN ASSESSMENT	\$3,406,395	\$—	\$3,406,395	\$2,980,596	\$—	\$425,799	87.50%	87.50%
GRAND TOTAL MINUTEMAN	\$3,406,395	\$—	\$3,406,395	\$2,980,596	\$—	\$425,799	87.50%	87.50%

Sub-Program 2100 - Employee Benefits

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Contributory Retirement								
Assessment	\$10,743,076	\$—	\$10,743,076	\$8,057,307	\$—	\$2,685,769	75.00%	75.00%
Non-Contributory Retirement								
Personal Services	\$—	\$—	\$—	\$—	\$—	\$—	—%	—%
Employee Insurance								
Personal Services	\$37,478,895	\$—	\$37,478,895	\$26,977,914	\$—	\$10,500,981	71.98%	71.98%
Unemployment Insurance								
Personal Services	\$200,000	\$—	\$200,000	\$29,348	\$—	\$170,652	14.67%	14.67%
Workers Compensation*								
Expenses	\$500,000	\$—	\$500,000	\$500,000	\$—	\$—	100.00%	100.00%
TOTAL BENEFITS PERSONAL SERVICES	\$48,421,971	\$—	\$48,421,971	\$35,064,569	\$—	\$13,357,402	72.41%	72.41%
TOTAL BENEFITS EXPENSES	\$500,000	\$—	\$500,000	\$500,000	\$—	\$—	100.00%	100.00%
GRAND TOTAL BENEFITS	\$48,921,971	\$—	\$48,921,971	\$35,564,569	\$—	\$13,357,402	72.70%	72.70%

Sub-Program 2200 - Property & Liability Insurance								
	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Property & Liability Insurance								
Personal Services	\$40,921	\$—	\$40,921	\$34,704	\$—	\$6,217	84.81%	84.81%
Expenses	\$1,099,879	\$—	\$1,099,879	\$1,134,303	\$—	\$(34,424)	103.13%	103.13%
Uninsured Losses*								
Personal Services	\$—	\$—	\$—	\$—	\$—	\$—	—%	—%
Expenses	\$200,000	\$—	\$200,000	\$200,000	\$—	\$—	100.00%	100.00%
TOTAL P&L Insurance PERSONAL SERVICES	\$40,921	\$—	\$40,921	\$34,704	\$—	\$6,217	84.81%	84.81%
TOTAL P&L Insurance EXPENSES	\$1,299,879	\$—	\$1,299,879	\$1,334,303	\$—	\$(34,424)	102.65%	102.65%
GRAND TOTAL P&L INSURANCE	\$1,340,800	\$—	\$1,340,800	\$1,369,007	\$—	\$(28,207)	102.10%	102.10%

Sub-Program 2300 - Solar Producer Payments								
	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Solar Producer Payments								
Personal Services	\$—	\$—	\$—	\$—	\$—	\$—	—%	—%
Expenses	\$390,000	\$—	\$390,000	\$191,682	\$—	\$198,318	49.15%	49.15%
TOTAL SOLAR PERSONAL SERVICES	\$—	\$—	\$—	\$—	\$—	\$—	—%	—%
TOTAL SOLAR EXPENSES	\$390,000	\$—	\$390,000	\$191,682	\$—	\$198,318	49.15%	49.15%
GRAND TOTAL SOLAR PRODUCER PAYMENTS	\$390,000	\$—	\$390,000	\$191,682	\$—	\$198,318	49.15%	49.15%

Sub-Program 2400 - Debt								
	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
General Fund Long Term								
Principal	\$4,290,400	\$—	\$4,290,400	\$4,150,400	\$—	\$140,000	96.74%	96.74%
Interest	\$1,202,976	\$—	\$1,202,976	\$1,177,776	\$—	\$25,200	97.91%	97.91%
Temporary Borrowing	\$629,976	\$—	\$629,976	\$21,818	\$—	\$608,157	3.46%	3.46%
TOTAL DEBT PERSONAL SERVICES	\$—	\$—	\$—	\$—	\$—	\$—	—%	—%
TOTAL DEBT EXPENSES	\$6,123,352	\$—	\$6,123,352	\$5,349,994	\$—	\$773,357	87.37%	87.37%
GRAND TOTAL TOTAL DEBT	\$6,123,352	\$—	\$6,123,352	\$5,349,994	\$—	\$773,357	87.37%	87.37%

Sub-Program 2500 - Reserve Fund

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Reserve Fund								
Expenses	\$850,000	\$—	\$850,000	\$—	\$—	\$850,000	—%	—%
TOTAL RESERVE FUND PERSONAL SERVICES	\$—	\$—	\$—	\$—	\$—	\$—	—%	—%
TOTAL RESERVE FUND EXPENSES	\$850,000	\$—	\$850,000	\$—	\$—	\$850,000	—%	—%
GRAND TOTAL RESERVE FUND	\$850,000	\$—	\$850,000	\$—	\$—	\$850,000	—%	—%

Sub-Program 2600 - Public Facilities

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Education Facilities								
Personal Services	\$4,873,518	\$—	\$4,873,518	\$3,427,592	\$—	\$1,445,926	70.33%	70.33%
Expenses	\$2,133,928	\$—	\$2,133,928	\$1,410,381	\$517,300	\$206,246	90.33%	66.09%
Utilities	\$3,054,090	\$—	\$3,054,090	\$1,811,647	\$—	\$1,242,443	59.32%	59.32%
Municipal Facilities								
Personal Services	\$819,102	\$—	\$819,102	\$551,947	\$—	\$267,155	67.38%	67.38%
Expenses	\$1,756,742	\$—	\$1,756,742	\$930,337	\$161,789	\$664,616	62.17%	52.96%
Utilities	\$408,579	\$—	\$408,579	\$172,081	\$120,724	\$115,774	71.66%	42.12%
Facilities Administration								
Personal Services	\$1,297,672	\$—	\$1,297,672	\$936,163	\$—	\$361,509	72.14%	72.14%
Expenses	\$222,224	\$—	\$222,224	\$149,352	\$10,398	\$62,474	71.89%	67.21%
TOTAL FACILITIES PERSONAL SERVICES	\$6,990,292	\$—	\$6,990,292	\$4,915,703	\$—	\$2,074,590	70.32%	70.32%
TOTAL PUBLIC FACILITIES EXPENSES	\$4,112,893	\$—	\$4,112,893	\$2,490,070	\$689,487	\$933,336	77.31%	60.54%
TOTAL PUBLIC FACILITIES UTILITIES	\$3,462,669	\$—	\$3,462,669	\$1,983,728	\$120,724	\$1,358,216	60.78%	57.29%
GRAND TOTAL PUBLIC FACILITIES	\$14,565,854	\$—	\$14,565,854	\$9,389,501	\$810,211	\$4,366,142	70.02%	64.46%

Sub-Program 3000 - Public Works

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Administration								
Personal Services	\$745,496	\$—	\$745,496	\$608,531	\$—	\$136,965	81.63%	81.63%
Expenses	\$40,700	\$—	\$40,700	\$25,729	\$1,361	\$13,611	66.56%	63.22%
Engineering								
Personal Services	\$955,313	\$—	\$955,313	\$678,199	\$—	\$277,114	70.99%	70.99%
Expenses	\$216,800	\$—	\$216,800	\$89,764	\$116,703	\$10,333	95.23%	41.40%
Street Lighting								
Personal Services	\$8,000	\$—	\$8,000	\$—	\$—	\$8,000	—%	—%
Expenses	\$182,500	\$—	\$182,500	\$114,352	\$28,165	\$39,983	78.09%	62.66%
Highway Maintenance								
Personal Services	\$969,227	\$—	\$969,227	\$565,262	\$—	\$403,965	58.32%	58.32%
Expenses	\$732,200	\$—	\$732,200	\$368,356	\$223,116	\$140,727	80.78%	50.31%
Road Machinery								
Personal Services	\$320,831	\$—	\$320,831	\$224,563	\$—	\$96,268	69.99%	69.99%
Expenses	\$640,700	\$—	\$640,700	\$465,101	\$263,039	\$87,440	113.65%	72.59%
Snow Removal								
Personal Services	\$324,544	\$—	\$324,544	\$426,894	\$—	\$(102,350)	131.54%	131.54%
Expenses	\$1,269,642	\$—	\$1,269,642	\$954,168	\$172,558	\$142,916	88.74%	75.15%
Parks								
Personal Services	\$1,258,228	\$—	\$1,258,228	\$927,346	\$—	\$330,882	73.70%	73.70%
Expenses	\$407,100	\$70,000	\$477,100	\$240,146	\$154,743	\$82,211	82.77%	50.33%
Forestry								
Personal Services	\$351,520	\$—	\$351,520	\$157,497	\$—	\$194,023	44.80%	44.80%
Expenses	\$204,400	\$—	\$204,400	\$146,015	\$21,436	\$36,949	81.92%	71.44%
Cemetery								
Personal Services	\$302,661	\$—	\$302,661	\$246,159	\$—	\$56,502	81.33%	81.33%
Expenses	\$110,100	\$—	\$110,100	\$74,242	\$14,702	\$21,156	80.78%	67.43%
Refuse Collection								
Expenses	\$1,330,453	\$—	\$1,330,453	\$836,179	\$597,270	\$(102,996)	107.74%	62.85%
Recycling								
Expenses	\$2,004,953	\$—	\$2,004,953	\$1,107,894	\$872,917	\$24,142	98.80%	55.26%
Refuse Disposal								
Expenses	\$744,577	\$—	\$744,577	\$456,355	\$307,655	\$(19,433)	102.61%	61.29%
TOTAL DPW PERSONAL SERVICES	\$5,235,820	\$—	\$5,235,820	\$3,834,450	\$—	\$1,401,370	73.23%	73.23%
TOTAL PUBLIC WORKS EXPENSES	\$7,884,125	\$70,000	\$7,954,125	\$4,878,300	\$2,773,666	\$302,159	96.20%	61.33%
GRAND TOTAL PUBLIC WORKS	\$13,119,945	\$70,000	\$13,189,945	\$8,712,750	\$2,773,666	\$1,703,529	87.08%	66.06%

Sub-Program 4100 - Law Enforcement								
	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Police Administration								
Personal Services	\$1,884,386	\$—	\$1,884,386	\$1,473,915	\$—	\$410,471	78.22%	78.22%
Expenses	\$86,719	\$—	\$86,719	\$83,361	\$702	\$2,656	96.94%	96.13%
Patrol and Enforcement								
Personal Services	\$4,326,816	\$—	\$4,326,816	\$2,961,355	\$—	\$1,365,461	68.44%	68.44%
Expenses	\$764,856	\$—	\$764,856	\$598,268	\$69,901	\$96,688	87.36%	78.22%
Parking Operations								
Personal Services	\$233,199	\$—	\$233,199	\$171,538	\$—	\$61,661	73.56%	73.56%
Expenses	\$174,244	\$—	\$174,244	\$147,721	\$14,279	\$12,244	92.97%	84.78%
Investigations								
Personal Services	\$977,514	\$—	\$977,514	\$814,169	\$—	\$163,345	83.29%	83.29%
Expenses	\$50,607	\$—	\$50,607	\$38,406	\$427	\$11,774	76.73%	75.89%
Dispatch								
Personal Services	\$748,434	\$—	\$748,434	\$651,054	\$—	\$97,380	86.99%	86.99%
Expenses	\$40,523	\$—	\$40,523	\$16,367	\$427	\$23,729	41.44%	40.39%
Animal Control								
Personal Services	\$—	\$—	\$—	\$—	\$—	\$—	—%	—%
Expenses	\$78,248	\$—	\$78,248	\$39,656	\$—	\$38,593	50.68%	50.68%
Crossing Guards								
Personal Services	\$162,777	\$—	\$162,777	\$109,872	\$—	\$52,905	67.50%	67.50%
Expenses	\$8,000	\$—	\$8,000	\$2,905	\$878	\$4,217	47.28%	36.31%
TOTAL LAW ENFORCEMENT PERSONAL SERVICES	\$8,333,126	\$—	\$8,333,126	\$6,181,904	\$—	\$2,151,223	74.18%	74.18%
TOTAL LAW ENFORCEMENT EXPENSES	\$1,203,197	\$—	\$1,203,197	\$926,683	\$86,613	\$189,901	84.22%	77.02%
GRAND TOTAL LAW ENFORCEMENT	\$9,536,323	\$—	\$9,536,323	\$7,108,587	\$86,613	\$2,341,123	75.45%	74.54%

Sub-Program 4200 - Fire & Rescue

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Fire Administration								
Personal Services	\$471,074	\$—	\$471,074	\$373,190	\$—	\$97,884	79.22%	79.22%
Expenses	\$206,108	\$—	\$206,108	\$125,393	\$5,866	\$74,849	63.68%	60.84%
Fire Prevention								
Personal Services	\$351,149	\$—	\$351,149	\$214,367	\$—	\$136,782	61.05%	61.05%
Expenses	\$7,000	\$—	\$7,000	\$4,378	\$—	\$2,622	62.54%	62.54%
Fire Suppression								
Personal Services	\$7,580,733	\$—	\$7,580,733	\$5,469,140	\$—	\$2,111,593	72.15%	72.15%
Expenses	\$368,835	\$—	\$368,835	\$236,006	\$29,630	\$103,199	72.02%	63.99%
Emergency Medical Services								
Personal Services	\$—	\$—	\$—	\$—	\$—	\$—	—%	—%
Expenses	\$296,701	\$—	\$296,701	\$212,567	\$—	\$84,134	71.64%	71.64%
Emergency Management								
Personal Services	\$—	\$—	\$—	\$—	\$—	\$—	—%	—%
Expenses	\$8,300	\$—	\$8,300	\$3,585	\$—	\$4,715	43.20%	43.20%
TOTAL FIRE PERSONAL SERVICES	\$8,402,956	\$—	\$8,402,956	\$6,056,698	\$—	\$2,346,258	72.08%	72.08%
TOTAL FIRE EXPENSES	\$886,944	\$—	\$886,944	\$581,929	\$35,496	\$269,519	69.61%	65.61%
GRAND TOTAL FIRE	\$9,289,900	\$—	\$9,289,900	\$6,638,627	\$35,496	\$2,615,778	71.84%	71.46%

Sub-Program 5100 - Cary Memorial Library

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
General and Technical Services								
Personal Services	\$439,590	\$—	\$439,590	\$333,187	\$—	\$106,403	75.79%	75.79%
Expenses	\$238,000	\$—	\$238,000	\$162,462	\$37,292	\$38,246	83.93%	68.26%
Adult Library								
Personal Services	\$1,481,605	\$—	\$1,481,605	\$1,103,575	\$—	\$378,030	74.49%	74.49%
Expenses	\$350,639	\$—	\$350,639	\$290,980	\$18,172	\$41,488	88.17%	82.99%
Children's Library								
Personal Services	\$827,276	\$—	\$827,276	\$633,409	\$—	\$193,867	76.57%	76.57%
Expenses	\$123,455	\$—	\$123,455	\$59,129	\$2,251	\$62,075	49.72%	47.90%
TOTAL LIBRARY PERSONAL SERVICES	\$2,748,471	\$—	\$2,748,471	\$2,070,170	\$—	\$678,301	75.32%	75.32%
TOTAL LIBRARY EXPENSES	\$712,094	\$—	\$712,094	\$512,570	\$57,715	\$141,809	80.09%	71.98%
GRAND TOTAL LIBRARY	\$3,460,565	\$—	\$3,460,565	\$2,582,741	\$57,715	\$820,109	76.30%	74.63%

Sub-Program 6000 - Human Services

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Administration								
Personal Services	\$193,461	\$—	\$193,461	\$141,466	\$—	\$51,995	73.12%	73.12%
Expenses	\$39,100	\$—	\$39,100	\$19,212	\$—	\$19,888	49.13%	49.13%
Veterans Services								
Personal Services	\$37,447	\$—	\$37,447	\$26,449	\$—	\$10,998	70.63%	70.63%
Expenses	\$57,545	\$—	\$57,545	\$17,754	\$—	\$39,791	30.85%	30.85%
Youth and Family Services								
Personal Services	\$185,207	\$—	\$185,207	\$112,456	\$—	\$72,751	60.72%	60.72%
Expenses	\$39,700	\$—	\$39,700	\$24,024	\$3,183	\$12,493	68.53%	60.51%
Senior Services and Community Programs								
Personal Services	\$184,364	\$—	\$184,364	\$135,955	\$—	\$48,409	73.74%	73.74%
Expenses	\$21,505	\$—	\$21,505	\$10,046	\$—	\$11,459	46.72%	46.72%
Transportation Services								
Personal Services	\$150,137	\$—	\$150,137	\$112,852	\$—	\$37,285	75.17%	75.17%
Expenses	\$605,473	\$—	\$605,473	\$382,005	\$216,281	\$7,188	98.81%	63.09%
TOTAL HUMAN SERVICES PERSONAL SERVICES	\$750,616	\$—	\$750,616	\$529,177	\$—	\$221,439	70.50%	70.50%
TOTAL HUMAN SERVICES EXPENSES	\$763,323	\$—	\$763,323	\$453,040	\$219,464	\$90,818	88.10%	59.35%
GRAND TOTAL HUMAN SERVICES	\$1,513,939	\$—	\$1,513,939	\$982,218	\$219,464	\$312,257	79.37%	64.88%

Sub-Program 6500 - Health

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Health								
Personal Services	\$458,098	\$—	\$458,098	\$341,850	\$—	\$116,248	74.62%	74.62%
Expenses	\$87,050	\$—	\$87,050	\$43,594	\$541	\$42,914	50.70%	50.08%
TOTAL HEALTH PERSONAL SERVICES	\$458,098	\$—	\$458,098	\$341,850	\$—	\$116,248	74.62%	74.62%
TOTAL HEALTH EXPENSES	\$87,050	\$—	\$87,050	\$43,594	\$541	\$42,914	50.70%	50.08%
GRAND TOTAL HEALTH	\$545,148	\$—	\$545,148	\$385,444	\$541	\$159,163	70.80%	70.70%

Sub-Program 7000 - Land Use, Housing and Development

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Building and Zoning								
Personal Services	\$664,842	\$—	\$664,842	\$465,723	\$—	\$199,119	70.05%	70.05%
Expenses	\$42,840	\$—	\$42,840	\$17,185	\$857	\$24,798	42.12%	40.12%
Administration								
Personal Services	\$480,690	\$—	\$480,690	\$327,147	\$—	\$153,543	68.06%	68.06%
Expenses	\$54,900	\$—	\$54,900	\$15,378	\$9,227	\$30,295	44.82%	28.01%
Conservation								
Personal Services	\$241,328	\$—	\$241,328	\$121,650	\$—	\$119,678	50.41%	50.41%
Expenses	\$30,961	\$—	\$30,961	\$11,514	\$591	\$18,856	39.10%	37.19%
Planning								
Personal Services	\$382,016	\$—	\$382,016	\$230,295	\$—	\$151,721	60.28%	60.28%
Expenses	\$76,530	\$—	\$76,530	\$39,493	\$28,196	\$8,841	88.45%	51.60%
Economic Development Office								
Personal Services	\$286,779	\$—	\$286,779	\$205,485	\$—	\$81,294	71.65%	71.65%
Expenses	\$181,300	\$—	\$181,300	\$137,520	\$17,618	\$26,163	85.57%	75.85%
TOTAL LAND USE PERSONAL SERVICES	\$2,513,753	\$—	\$2,513,753	\$1,692,149	\$—	\$821,604	67.32%	67.32%
TOTAL LAND USE EXPENSES	\$473,581	\$—	\$473,581	\$264,684	\$57,030	\$151,866	67.93%	55.89%
GRAND TOTAL LAND USE	\$2,987,334	\$—	\$2,987,334	\$1,956,833	\$57,030	\$973,470	67.41%	65.50%

Sub-Program 8100 - Select Board

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Select Board								
Personal Services	\$156,709	\$—	\$156,709	\$107,547	\$—	\$49,162	68.63%	68.63%
Expenses	\$128,013	\$—	\$128,013	\$19,391	\$—	\$108,622	15.15%	15.15%
Legal								
Personal Services	\$—	\$—	\$—	\$—	\$—	\$—	—%	—%
Expenses	\$375,000	\$—	\$375,000	\$302,132	\$—	\$72,868	80.57%	80.57%
Town Report								
Personal Services	\$—	\$—	\$—	\$—	\$—	\$—	—%	—%
Expenses	\$13,688	\$—	\$13,688	\$8,000	\$—	\$5,688	58.45%	58.45%

PEG Access								
Personal Services	\$—	\$—	\$—	\$—	\$—	\$—	—%	—%
Expenses	\$715,224	\$—	\$715,224	\$439,693	\$267,411	\$8,120	98.86%	61.48%
TOTAL SELECT BOARD PERSONAL SERVICES	\$156,709	\$—	\$156,709	\$107,547	\$—	\$49,162	68.63%	68.63%
TOTAL SELECT BOARD EXPENSES	\$1,231,925	\$—	\$1,231,925	\$769,216	\$267,411	\$195,298	84.15%	62.44%
GRAND TOTAL SELECT BOARD	\$1,388,634	\$—	\$1,388,634	\$876,762	\$267,411	\$244,461	82.40%	63.14%

Sub-Program 8200 - Town Manager

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Organizational Direction & Administration								
Personal Services	\$871,299	\$—	\$871,299	\$615,863	\$—	\$255,436	70.68%	70.68%
Expenses	\$173,427	\$120,000	\$293,427	\$74,816	\$7,920	\$210,691	28.20%	25.50%
Human Resources								
Personal Services	\$258,579	\$—	\$258,579	\$195,588	\$—	\$62,991	75.64%	75.64%
Expenses	\$156,535	\$—	\$156,535	\$66,607	\$—	\$89,928	42.55%	42.55%
TOTAL TOWN MANAGER PERS. SERVICES	\$1,129,878	\$—	\$1,129,878	\$811,451	\$—	\$318,427	71.82%	71.82%
TOTAL TOWN MANAGER EXPENSES	\$329,962	\$120,000	\$449,962	\$141,423	\$7,920	\$300,619	33.19%	31.43%
GRAND TOTAL TOWN MANAGER	\$1,459,840	\$120,000	\$1,579,840	\$952,874	\$7,920	\$619,046	60.82%	60.31%

Salary Adjustment*

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Personal Services	\$294,179	\$—	\$294,179	\$294,179	\$—	\$—	100.00%	100.00%
TOTAL SALARY ADJ. ACCOUNT PERS. SVCS	\$294,179	\$—	\$294,179	\$294,179	\$—	\$—	100.00%	100.00%
GRAND TOTAL SALARY ADJ. ACCOUNT	\$294,179	\$—	\$294,179	\$294,179	\$—	\$—	100.00%	100.00%

Sub-Program 8300 - Committees

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Financial Committees								
Personal Services	\$7,176	\$—	\$7,176	\$—	\$—	\$7,176	—%	—%
Expenses	\$1,500	\$—	\$1,500	\$374	\$—	\$1,126	24.93%	24.93%
Misc. Boards & Committees								
Expenses	\$10,500	\$—	\$10,500	\$—	\$—	\$10,500	—%	—%

Public Celebrations Committee								
Expenses	\$53,734	\$—	\$53,734	\$4,695	\$—	\$49,039	8.74%	8.74%
TOTAL COMMITTEES PERSONAL SERVICES	\$7,176	\$—	\$7,176	\$—	\$—	\$7,176	—%	—%
TOTAL COMMITTEES EXPENSES	\$65,734	\$—	\$65,734	\$5,069	\$—	\$60,665	7.71%	7.71%
GRAND TOTAL COMMITTEES	\$72,910	\$—	\$72,910	\$5,069	\$—	\$67,841	6.95%	6.95%

Sub-Program 8400 - Finance

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Comptroller								
Personal Services	\$689,770	\$—	\$689,770	\$523,606	\$—	\$166,164	75.91%	75.91%
Expenses	\$137,750	\$25,000	\$162,750	\$151,244	\$2,042	\$9,465	94.18%	92.93%
Treasurer/Collector								
Personal Services	\$380,902	\$—	\$380,902	\$274,760	\$—	\$106,142	72.13%	72.13%
Expenses	\$113,755	\$—	\$113,755	\$57,979	\$—	\$55,776	50.97%	50.97%
Assessor								
Personal Services	\$566,246	\$—	\$566,246	\$407,053	\$—	\$159,193	71.89%	71.89%
Expenses	\$258,755	\$—	\$258,755	\$64,271	\$128,918	\$65,566	74.66%	24.84%
TOTAL FINANCE PERSONAL SERVICES	\$1,636,918	\$—	\$1,636,918	\$1,205,419	\$—	\$431,499	73.64%	73.64%
TOTAL FINANCE EXPENSES	\$510,260	\$25,000	\$535,260	\$273,494	\$130,960	\$130,806	75.56%	51.10%
GRAND TOTAL FINANCE	\$2,147,178	\$25,000	\$2,172,178	\$1,478,914	\$130,960	\$562,305	74.11%	68.08%

Sub-Program 8500 - Town Clerk

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Town Clerk Administration								
Personal Services	\$357,461	\$—	\$357,461	\$267,834	\$—	\$89,627	74.93%	74.93%
Expenses	\$18,300	\$—	\$18,300	\$10,912	\$—	\$7,388	59.63%	59.63%
Board of Registrars								
Personal Services	\$825	\$—	\$825	\$619	\$—	\$206	75.00%	75.00%
Expenses	\$19,000	\$—	\$19,000	\$15,869	\$—	\$3,131	83.52%	83.52%
Elections								
Personal Services	\$156,114	\$—	\$156,114	\$92,721	\$—	\$63,393	59.39%	59.39%
Expenses	\$70,424	\$—	\$70,424	\$51,211	\$674	\$18,538	73.68%	72.72%

Records Management								
Personal Services	\$40,370	\$—	\$40,370	\$27,133	\$—	\$13,237	67.21%	67.21%
Expenses	\$18,225	\$—	\$18,225	\$5,410	\$—	\$12,815	29.69%	29.69%
TOTAL TOWN CLERK PERSONAL SERVICES	\$554,770	\$—	\$554,770	\$388,307	\$—	\$166,463	69.99%	69.99%
TOTAL TOWN CLERK EXPENSES	\$125,949	\$—	\$125,949	\$83,403	\$674	\$41,872	66.76%	66.22%
GRAND TOTAL TOWN CLERK	\$680,719	\$—	\$680,719	\$471,710	\$674	\$208,334	69.39%	69.30%

Sub-Program 8600 - Innovation & Technology (IT)

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Innovation & Technology								
Personal Services	\$851,591	\$—	\$851,591	\$626,526	\$—	\$225,065	73.57%	73.57%
Expenses	\$2,272,584	\$—	\$2,272,584	\$1,135,128	\$250,483	\$886,973	60.97%	49.95%
TOTAL IT PERSONAL SERVICES	\$851,591	\$—	\$851,591	\$626,526	\$—	\$225,065	73.57%	73.57%
TOTAL IT EXPENSES	\$2,272,584	\$—	\$2,272,584	\$1,135,128	\$250,483	\$886,973	60.97%	49.95%
GRAND TOTAL INNOVATION & TECHNOLOGY	\$3,124,175	\$—	\$3,124,175	\$1,761,655	\$250,483	\$1,112,038	64.41%	56.39%

Grand Total Personal Services	\$208,864,987	\$—	\$208,864,987	\$140,842,583	\$—	\$68,022,404	67.43%	67.43%
Grand Total Expenses	\$56,229,102	\$215,000	\$56,444,102	\$37,754,824	\$11,692,891	\$6,996,387	87.60%	66.89%
Grand Total General Fund	\$265,094,089	\$215,000	\$265,309,089	\$178,597,407	\$11,692,891	\$75,018,791	71.72%	67.32%

Enterprise Funds

Sub-Program 3600 - Water Enterprise

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Water Enterprise								
Personal Services	\$971,418	\$—	\$971,418	\$649,718	\$—	\$321,699	66.88%	66.88%
Expenses	\$614,400	\$—	\$614,400	\$242,377	\$130,489	\$241,534	60.69%	39.45%
TOTAL WATER PERSONAL SERVICES	\$971,418	\$—	\$971,418	\$649,718	\$—	\$321,699	66.88%	66.88%
TOTAL WATER EXPENSES	\$614,400	\$—	\$614,400	\$242,377	\$130,489	\$241,534	60.69%	39.45%
TOTAL WATER MWRA	\$10,277,096	\$(1,844,892)	\$8,432,204	\$5,902,543	\$—	\$2,529,661	70.00%	70.00%
TOTAL WATER DEBT	\$1,386,157	\$(18,041)	\$1,368,116	\$981,296	\$—	\$386,820	71.73%	71.73%
TOTAL WATER INDIRECT	\$971,346	\$—	\$971,346	\$971,346	\$—	\$—	100.00%	100.00%
GRAND TOTAL WATER ENTERPRISE	\$14,220,417	\$(1,862,933)	\$12,357,484	\$8,747,281	\$130,489	\$3,479,714	71.84%	70.79%

Sub-Program 3700 - Sewer Enterprise

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Sewer Enterprise								
Personal Services	\$464,858	\$—	\$464,858	\$305,208	\$—	\$159,649	65.66%	65.66%
Expenses	\$536,400	\$—	\$536,400	\$246,999	\$145,350	\$144,052	73.14%	46.05%

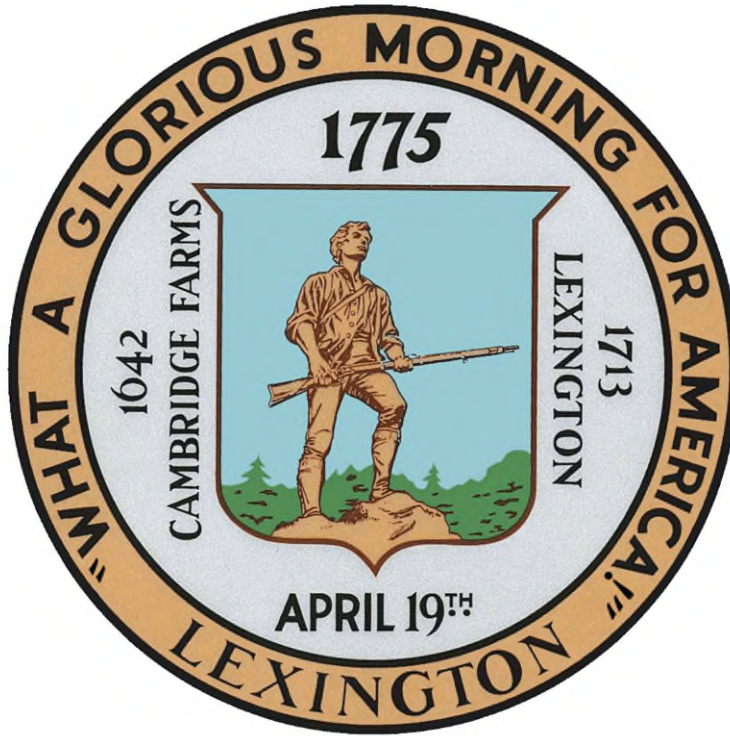
TOTAL SEWER PERSONAL SERVICES	\$464,858	\$—	\$464,858	\$305,208	\$—	\$159,649	65.66%	65.66%
TOTAL SEWER EXPENSES	\$536,400	\$—	\$536,400	\$246,999	\$145,350	\$144,052	73.14%	46.05%
TOTAL SEWER MWRA	\$10,284,483	\$(1,131,131)	\$9,153,352	\$6,407,346	\$—	\$2,746,006	70.00%	70.00%
TOTAL SEWER DEBT	\$1,592,858	\$(23,112)	\$1,569,746	\$1,262,870	\$—	\$306,876	80.45%	80.45%
TOTAL SEWER INDIRECT	\$597,134	\$—	\$597,134	\$597,134	\$—	\$—	100.00%	100.00%
GRAND TOTAL SEWER ENTERPRISE	\$13,475,732	\$(1,154,243)	\$12,321,489	\$8,819,558	\$145,350	\$3,356,582	72.76%	71.58%

Sub-Program 5200 - Recreation and Community Programs

	(A) Original Appropriation	(B) Transfer/ Adjustments	(C) Revised Budget	(D) Year-to-Date Expended	(E) Encumbrances	(F) Available Budget	((D+E)/C) % Used (Exp. & Enc.)	(D/C) % Used (Exp. Only)
Recreation Administration								
Personal Services	\$370,945	\$—	\$370,945	\$287,716	\$—	\$83,229	77.56%	77.56%
Expenses	\$206,016	\$—	\$206,016	\$96,321	\$72,108	\$37,587	81.76%	46.75%
Recreation Enterprise								
Personal Services	\$944,624	\$—	\$944,624	\$632,796	\$—	\$311,828	66.99%	66.99%
Expenses	\$553,085	\$—	\$553,085	\$184,531	\$246,769	\$121,785	77.98%	33.36%
Pine Meadows								
Expenses	\$618,000	\$—	\$618,000	\$443,418	\$171,754	\$2,828	99.54%	71.75%
Community Center								
Personal Services	\$492,847	\$—	\$492,847	\$306,807	\$—	\$186,040	62.25%	62.25%
Expenses	\$196,650	\$—	\$196,650	\$117,030	\$64,133	\$15,487	92.12%	59.51%
TOTAL RECREATION PERSONAL SERVICES	\$1,808,416	\$—	\$1,808,416	\$1,227,318	\$—	\$581,098	67.87%	67.87%
TOTAL RECREATION EXPENSES	\$1,573,751	\$—	\$1,573,751	\$841,301	\$554,763	\$177,687	88.71%	53.46%
TOTAL RECREATION INDIRECT	\$308,991	\$—	\$308,991	\$308,991	\$—	\$—	100.00%	100.00%
GRAND TOTAL RECREATION ENTERPRISE	\$3,691,158	\$—	\$3,691,158	\$2,377,610	\$554,763	\$758,785	79.44%	64.41%

TOTAL ENTERPRISE PERSONAL SERVICES	\$3,244,691	\$—	\$3,244,691	\$2,182,245	\$—	\$1,062,446	67.26%	67.26%
TOTAL ENTERPRISE EXPENSES	\$2,724,551	\$—	\$2,724,551	\$1,330,676	\$830,602	\$563,273	79.33%	48.84%
TOTAL MWRA	\$20,561,579	\$(2,976,023)	\$17,585,556	\$12,309,889	\$—	\$5,275,667	70.00%	70.00%
TOTAL ENTERPRISE DEBT	\$2,979,015	\$(41,153)	\$2,937,862	\$2,244,167	\$—	\$693,695	76.39%	76.39%
TOTAL ENTERPRISE INDIRECT	\$1,877,471	\$—	\$1,877,471	\$1,877,471	\$—	\$—	100.00%	100.00%
GRAND TOTAL ENTERPRISE FUNDS	\$31,387,307	\$(3,017,176)	\$28,370,131	\$19,944,448	\$830,602	\$7,595,081	73.23%	70.30%

Town of Lexington



FY2025 Quarter 3 Budget Monitoring Report

Carolyn Kosnoff, Assistant Town Manager for Finance

Rosalyn Impink, Budget Officer

May 12, 2025

Summary of Revenue Collections - General Fund

	(A)	(B)	(A-B)	(B/A)
	FY2025 Revenue Estimates*	Collections	Uncollected	Percent Collected
Property Tax	\$ 254,845,745	\$ 190,963,117	\$ 63,882,628	74.93 %
State Aid	\$ 19,612,696	\$ 15,329,748	\$ 4,282,948	78.16 %
Local Receipts	\$ 15,778,700	\$ 18,439,255	\$ (2,660,555)	116.86 %
<i>Motor Vehicle Excise</i>	\$ 5,601,396	\$ 5,339,864	\$ 261,533	95.33 %
<i>Other Excise (meals, jet fuel, hotel/motel)</i>	\$ 1,373,000	\$ 1,372,332	\$ 668	99.95 %
<i>Penalties and Interest</i>	\$ 380,500	\$ 257,296	\$ 123,204	67.62 %
<i>Payment in Lieu of Taxes (PILOTS)</i>	\$ 744,000	\$ 550,986	\$ 193,014	74.06 %
<i>Rentals of Town Buildings</i>	\$ 350,296	\$ 274,608	\$ 75,688	78.39 %
<i>Departmental - School</i>	\$ 344,500	\$ 210,989	\$ 133,511	61.24 %
<i>Departmental - Municipal</i>	\$ 2,686,825	\$ 2,838,106	\$ (151,281)	105.63 %
<i>Licenses & Permits</i>	\$ 3,189,750	\$ 3,855,948	\$ (666,198)	120.89 %
<i>Special Assessments</i>	\$ 10,433	\$ 14,277	\$ (3,844)	136.84 %
<i>Fines and Forfeitures</i>	\$ 98,000	\$ 80,948	\$ 17,052	82.60 %
<i>Investment Income</i>	\$ 1,000,000	\$ 3,384,885	\$ (2,384,885)	338.49 %
<i>Misc. Non-Recurring Revenue</i>	\$ —	\$ 259,018	\$ (259,018)	---
Interfund Operating Transfers	\$ 3,147,301	\$ 3,147,301	\$ —	100.00 %
Total General Fund Revenue	\$ 293,384,443	\$ 227,879,421	\$ 65,505,022	77.67 %

Summary of Operating Expenditures - General Fund

	(A)	(B)	(C)	(D)	(B+C)/A	(B/A)
	Revised Budget*	Expenditures	Encumbered	Available	% Used (Exp. & Enc.)	% Used (Exp. Only)
Education	\$ 143,826,471	\$ 92,909,736	\$ 6,995,247	\$ 43,921,488	69.46%	64.60%
Shared Expenses	\$ 72,191,976	\$ 51,864,753	\$ 810,211	\$ 19,517,012	72.97%	71.84%
Municipal	\$ 48,234,801	\$ 33,182,550	\$ 3,667,968	\$ 11,384,283	76.40%	68.79%
Total	\$ 264,253,248	\$ 177,957,039	\$ 11,473,427	\$ 74,822,783	71.69%	67.34%

Summary of Revenue Collections - Enterprise Funds

	(A)	(B)	(A-B)	(B/A)
	FY2025 Estimates*	Collections	Uncollected	Percent Collected
Total Water	\$ 13,689,456	\$ 10,281,868	\$ 3,407,588	75.11%
Total Sewer	\$ 12,772,144	\$ 7,064,344	\$ 5,707,800	55.31%
Total Recreation/CP	\$ 3,267,469	\$ 2,596,675	\$ 670,794	79.47%
Total Enterprise Fund Revenue	\$ 29,729,069	\$ 19,942,887	\$ 9,786,182	67.08%

Summary of Operating Expenditures - Enterprise Funds

	(A)	(B)	(C)	(D)	(B+C)/A	(B/A)
	Revised Budget*	Expenditures	Encumbered	Available	% Used (Exp. & Enc.)	% Used (Exp. Only)
Water	\$ 12,357,484	\$ 8,747,281	\$ 130,489	\$ 3,479,714	71.84%	70.79%
Sewer	\$ 12,321,489	\$ 8,819,558	\$ 145,350	\$ 3,356,582	72.76%	71.58%
Recreation/CP	\$ 3,691,158	\$ 2,377,610	\$ 554,763	\$ 758,785	79.44%	64.41%
Total	\$ 28,370,131	\$ 19,944,448	\$ 830,602	\$ 7,595,081	73.23%	70.30%

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Discussion: Review of 2024 and Preview of 2025 Farmers' Market

PRESENTER:

Leslie Wilcott-Henrie and Drew
Maggiore, Lexington Farmers' Market

ITEM NUMBER:

I.2

SUMMARY:

Category: Informing

Leslie Wilcott-Henrie, LFM Board President and Drew Maggiore, LFM Market Manager will provide a summary and review of the 2024 Farmers' Markets, as well as a preview for the 2025 Farmers' Market season.

SUGGESTED MOTION:

N/A

FOLLOW-UP:

N/A

DATE AND APPROXIMATE TIME ON AGENDA:

5/12/2025

7:00pm

ATTACHMENTS:

Description	Type
 Farmers Market Update	Backup Material



Lexington Local Food Collaborative, Inc. dba Lexington Farmers' Market Summer 2024 Review and Looking Forward to 2025

Since its founding in 2005, the Lexington Farmers' Market has grown to include three distinct markets held throughout the year: the regular season market (2005), the Thanksgiving FEASTival (2010) and the Small Yet Mighty Winter Market (2016), all with a commitment to locally-grown, produced and crafted food.

This summary includes highlights from the 2024 LFM regular season market and Thanksgiving FEASTival, the 2024 Winter Market, and follows with plans for the 2025 season. A more complete report on the 2024 markets can be found starting on page 4.

Highlights from the 2024 Summer Market and Thanksgiving FEASTival

In 2024 the LFM was held at Worthen Road Practice Field, connecting farmers & vendors with dedicated customers shopping for healthy, local food in a welcoming outdoor space.

- **LOCATION:** The LFM was held at the Worthen Road Practice Field for the fourth year, with mostly positive feedback from farmers, vendors and customers on the site. The DPW and Lexington Police worked on issues related to ADA accessibility and parking at the site, and we adapted the market map around the new LHS track and field cage installed before the season. Customers are asking when the LFM will move back to Fletcher Park, and we continue to share updates on the use of the site, projects to be completed and ongoing discussions with the town. We are extremely grateful for the continued support from the Town of Lexington for the use of the site and assistance with parking and logistics.
- **FARMERS & VENDORS:** On average 23 farmers and vendors participated each week, with a total of 33 farmers and vendors participating in the season. The LFM welcomed nine new specialty food vendors and continued to prioritize food producers from Lexington and surrounding communities, including 6 Lexington residents who farm or own specialty food businesses.
- **COMMUNITY GROUPS:** The LFM's Community Tent welcomed 18 different local nonprofits, including departments from the Town of Lexington, with all groups either based in Lexington and/or serving the Lexington community.
- **POP CLUB:** The LFM launched a new program called POP Club (The Power of Produce) to introduce children ages 5-12 to healthy eating. Focused on fruits and vegetables, participants received \$2 each week to spend solely on produce at LFM farms. The program ran a total of 17 markets, from the beginning of July through the rest of the regular season and was a great success, with 148 kids signing up and 468 kid visits throughout the season. This program was partially funded by a grant from Farm Credit East.
- **ATTENDANCE:** On average the LFM would see 650 visitors per market, a consistently steady turnout and a higher number than last year. At the LFM's 20th birthday celebration, almost 1,000 visitors came to hear from local officials, enjoy games and



festivities, and eat delicious cake! This year's weather was much drier than 2023; though there were extremely hot days, there were fewer than last year's rainy Tuesdays.

- **VOLUNTEERS:** More than twenty volunteers dedicated their time and hard work behind the scenes and on market days to create a positive market shopping experience. This number includes five board members, as well as partnerships with Lexington High School (students seeking community service), Tharros House (a local sober living community), and individual community members.
- **FOOD ASSISTANCE:** The LFM participates in two programs offering food assistance at farmers' markets: federal Supplemental Food Assistance Program (SNAP) and the statewide Healthy Incentives Program (HIP). **In 2025, the total amount of food assistance dollars spent at the LFM was \$61,618**, providing healthy, local food to those in need as well as vital financial support for local farms and small businesses. The LFM also continued a valuable partnership with Food Link, a local organization that rescues and distributes high-quality food to under-resourced communities. Over the full season and FEASTival, thanks to the generosity of LFM farms and vendors more than 5,000 pounds of produce and 120 bags of bread and baked goods were rescued and redistributed to communities in need.
- **SNAP MATCH:** The LFM welcomed an average of 38 households accessing SNAP benefits each week. Throughout the three market seasons, the LFM provided \$15,964 in matching funds accessing the LFM's SNAP Match program, which provides up to \$15 extra per eligible customer each market. Thanks to community outreach and privately raised funds, the LFM continued to support individuals and families in need of food assistance in Lexington and surrounding towns. Overall, \$32,264 in SNAP dollars was spent at the market by customers using food assistance in 2024. Scroll down below for more information on the Healthy Incentive Program.
- **FOOD RESCUE:** The LFM established a new partnership with Food Link, a local organization that rescues and distributes high-quality food to under-resourced communities. Thanks to the generosity of LFM farms and vendors, this program resulted in more than 1,800 pounds of produce and 30 bags of bread and baked goods rescued in the last six weeks of the market for those in need .
- *For more details, the Full 2024 Year in Review Summary starts on page 4 following the Report on upcoming 2025 Season*

Looking Forward to the 2025 Summer Season

The LFM runs from **May 27 to October 28 at the Worthen Road Practice Field for a total of 23 weeks**. Overall, the LFM will host 36 farmers and fine food vendors participating weekly, biweekly, or as occasional guest vendors. Each week, the community can expect an average of 24 farmers and vendors, two artisans, and live entertainment at most markets.



The LFM has built longstanding relationships with local farms bringing fresh produce, seafood, beef, pork, poultry, lamb, eggs and cheese to the market. Responding to customer interest, LFM 2025 is also featuring a selection of ready-to-eat prepared foods from specialty food businesses, including Ovenbird Cafe, Captain Marden's Seafood, Del Sur Empanadas, Tex Mex Eats, Crêpe du Jour, Bombay Brunch, Del's Coffee Roasters and more..

New this year!

- The LFM is excited to welcome Drew Maggiore, Lexington resident and former LFM food vendor, as the LFM's new Market Manager. He is thrilled to take the helm of the LFM and collaborate with the Town in creative ways to offer the community a great market experience, and assistance where needed.
- The LFM is welcoming eight new vendors this year, including a new flower farm, fresh pasta and sauces, a plant-based ice cream maker, chai drinks, microgreens, handcrafted Indian sweets and a baker offering traditional jewish baked goods with a modern twist
- A grant from the Lexington Council on the Arts will allow the LFM to pay a small stipend to musicians who bring their talents to the market and contribute to a welcoming environment.

Needs Going Forward

- Due to cuts in food assistance on a state and potentially federal level, 2025 may end up being a volatile year for SNAP demand. We will continue to work to find ways to increase the LFM's SNAP match program and other innovative ways to support customers spending their food assistance for nutritious local food. The LFM is grateful for a Food Insecurity Grant from the Community Foundation for Metrowest to help us meet the needs of customers facing food insecurity.
- We are very grateful to the Town of Lexington Office of Communications for their help in sharing market news through Town communication channels. We ask the Select Board and the community at large to continue to spread the word to their connections, both online and in person.
- The LFM will continue working with the DPW to maintain a safe market space and stable field conditions accessible to all market participants. The market will continue to work with the Town Manager's Office, DPW, the Recreation Department, the Police Department, and the Public Health Department to continue to offer the safest market space around.



FULL YEAR IN REVIEW: Regular Season & Thanksgiving FEASTival 2024, Winter Market 2024

*** REGULAR SEASON MARKET (22 weeks)**

Worthen Road Practice Field, Every Tuesday, May 28 to October 29

Last season's LFM regular season market Opening Day included members of the Select Board and sponsors ringing the opening bell, crowd favorite the William Diamond Jr. Fife and Drum Corps kicking off the start of the season. In 2024, the LFM hosted 33 farmers and vendors, including 9 farmers and vendors new to the LFM. The LFM hosted 18 local community groups at the market, an additional 10 on Sustainability Day, and 16 artisans over the course of the season.

Farmers and Vendors

- Lexington residents: six Lexington farmers/vendors came from Lexington
- Distance traveled: the food sold at the market traveled an average of less than 30 miles from the farm/kitchen where it was produced, shortening a food supply chain already under stress. Most food eaten in the US has traveled nearly 1,500 miles from where it is produced to where it is sold.
- Over 500 acres of diversified farmland in New England was kept in production by farms selling at the LFM.
- As is common in the late summer, staffing challenges resulted in some vendors exiting later in the season.

Artisans, Nonprofits, and Entertainment

In 2024, the LFM hosted 18 local community groups at the market. Community groups attending the LFM are all nonprofits that are Lexington-based and/or serve the Lexington community and share information about their work and available programs. This past year, groups included the Friends of Lexington Bikeways who host a monthly Bike to Market event throughout the season, the Lexington Observer, LFM partner Food Link, Lexington at Home and the Town of Lexington Communications Dept., Public Health Department and Office of Sustainability and Resilience.

Over 19 artisans attended the 2024 market with all items crafted by the talented artisans. In addition, 16 different musicians/musical groups volunteered to entertain the market community.

Events

The LFM hosted three main special events:

- **LFM's 20th Birthday Celebration combined with National Farmers' Market Week:** held on the first week of August, the event included state and town officials, kids activities, proclamations, and even birthday cake. This event had the highest attendance all year, with over 1,000 market visitors!
- **LFM Sustainability Day** in mid September was held in partnership with the Town's Office of Sustainability, twelve community organizations, the Lexington Select Board, and local community members. This annual event shared local strategies and opportunities available for Lexington residents with groups including LexCAN, Black



Earth Compost, Lexington Living Landscapes, TechCycle Solutions, and the Town of Lexington Tree Committee, and highlighted how local food is an essential component for sustainable communities.

- **Fall Festival** in late October highlighted fall foods and the autumn harvest, and offered fun food and educational activities. Games such as vegetable races, cornhole and crafts including pumpkin decorating made for a festive family fun day with enthusiastic shoppers joining in.

Customer Base

The LFM experienced great support from the community looking to support local food and farms. LFM customers in 2024 represented a diverse cross section of our community, with both longtime loyal visitors and those new to the market. An important LFM goal is to celebrate the diversity and vibrancy of our greater community, and the LFM continues to see that reflected in our weekly customer base.

- The number of weekly visitors using SNAP was slightly lower in 2024 for the first time since 2019.
- The LFM continues to work with community members and Lexington High School volunteers to provide valuable translation services and assist shoppers in their primary language.

*** WINTER MARKET 2024**

The Waldorf School, every other Saturday from January to mid-April (8 markets)

In its ninth season, the Small Yet Mighty Winter Market was held for the eighth year at the Waldorf School in Lexington from 11 -2 PM. The LFM is extremely grateful to the Waldorf School for their generosity and cooperation.

The Winter Market hosted 14 farmers and vendors throughout the winter season, with almost all coming from the LFM's regular summer market. We welcomed four new vendors this season.

- The market averaged 125 customers per week. Customers were grateful to have an opportunity to visit their favorite LFM farmers and vendors and have access to local, healthy food in the winter season.
- Vendors reported strong sales and support for a biweekly winter market that helps them maintain strong connections with the LFM customers and Lexington community.

*** THANKSGIVING FEASTIVAL 2024**

Worthen Road Practice Field, Tuesday before Thanksgiving

This was the LFM's 14th annual Thanksgiving market. Some highlights include:

- The 2024 LFM Thanksgiving FEASTival was held outdoors at the Worthen Road Practice Field, the site of the regular season market, and loyal customers showed up despite cold and blustery weather.
- The FEASTival welcomed 23 farmers and vendors from the regular market season, capping off a great 2024 season.



FOOD ASSISTANCE: SNAP (Supplemental Nutrition Assistance Program) and HIP (Healthy Incentives Program)

The LFM participates in two programs offering food assistance at farmers' markets: federal Supplemental Food Assistance Program (SNAP) and the statewide Healthy Incentives Program (HIP). **In 2024, the total amount of food assistance dollars spent at the LFM was \$61,618,** providing healthy, local food to those in need as well as vital financial support for local farms and small businesses.

SNAP: \$32,264 in SNAP coupon was issued to customers accessing food assistance in 2024 for use at the Lexington Farmers' Market. This total amount includes the LFM's \$15 weekly SNAP Match.

- For the 14th year, the LFM offered a SNAP Match program enabling customers using SNAP to double the amount of their purchase up to \$15 weekly at all seasonal markets. This program is supported by individual donors from the community, grants, and annual fundraisers.
- Between the winter, summer, and Thanksgiving FEASTival market season, the LFM provided \$15,964 matching funds through the LFM's SNAP Match Program.
- The highest percentage of SNAP dollars were spent on meat (including poultry, pork and eggs), seafood and produce.
- The LFM is grateful to individuals in the LFM community for their financial support of the LFM's SNAP Match program, helping to ensure every individual has equal access to healthy, high-quality food.

HIP: In addition to the LFM's SNAP Match Program, all farmers at the LFM are certified to participate in the Healthy Incentives Program (HIP), a statewide program enabling customers using food assistance to purchase fruits and vegetables from farmers' markets, farm stands, and CSA's. In 2024, **\$29,354** in HIP was spent at LFM farms.

GENERAL

Community Organizations and Corporate Sponsors

In addition to thanking the LFM's individual donors, the LFM is deeply appreciative of the local businesses and organizations that continue to support the LFM's work. Thanks to sponsorship and individual contributions, the LFM was able to meet the continued demand for food assistance through our SNAP match program while creating a positive market experience for all who wish to purchase food locally.

- The LFM had three corporate sponsors in 2023, including two longtime supporters. The LFM extends its appreciation to Joyce Murphy of William Raveis Realty, The Music Emporium and Winchester Co-operative Bank.
- The LFM received a grant from Farm Credit East in support of the new POP (Power of Produce) program to encourage kids to try more fruits and vegetables.
- We are grateful for the musicians who donate their time to the LFM, including contributing gratuities to the LFM SNAP Match program.
- We thank 2024 in-kind donor Black Earth Compost which provided composting services for the market.

Community Partnerships



The LFM is deeply appreciative of the local businesses and organizations that helped the market in a number of ways in 2024 including hosting the market, helping us spread the word, and volunteering time on Tuesday afternoons. These include Waldorf School of Lexington, Tharros House, Lexington Green Network, Friends of Lexington Bikeways and the Town of Lexington, and Food Link.

Internal Media Outreach

- The weekly newsletter has 2,438 subscribers, and includes a schedule of farmers, vendors, artisans, entertainers, and special events at the market, as well as links to recipes and educational events in the community.
- The LFM Facebook Page (@LexingtonFarmersMkt) has almost 2,900 followers. Facebook posts include the weekly market schedule, recipes, articles of interest, and photographs from the market.
- The LFM Instagram account (@lexingtonfarmersmarket) has over 3,000 followers, and features farmers, vendors, food and market moments.

Volunteers

Including the volunteer Board of Directors, over 20 volunteers took part in the 2024 market, donating their time and hard work behind the scenes and on market days to create a welcoming market shopping experience. Volunteers included both new and longtime market supporters, students from Lexington High School, and volunteers from Tharros House Sober Living Facility. The LFM is grateful for the generosity and spirit of all those who volunteered their time to help us hold the LFM this year.

Board of Directors

The five member LFM Board of Directors has overall responsibility for the administration, financial management and direction of the market. The Board of Directors welcomes Lexington resident and former food business owner Drew Maggiore as the LFM's new Market Manager, advancing the LFM's mission to support local farms and agriculture; providing equal access to healthy, local food regardless of income; educating shoppers on healthy eating and nutrition; and building community.

Appreciation

We are thankful for the market friends and partners who helped us hold the LFM in 2024. The Town of Lexington continued to give the LFM overwhelming support, including the Public Health Department; Jim Malloy, Kelly Axtell, Cathy Severance, and the Town Manager's office; the Recreation Committee, Melissa Battite and Peter Coleman; Jonas Miller in the Communication Office; the 2024 Select Board members; Sgt. David Bresnihan and the Lexington Police Department, and Dave Pinsonneault, Chris Filadoro and the staff of the Department of Public Works.

Additionally, we thank our dedicated farmers and vendors, wonderful market shoppers, generous sponsors, community partners, individual donors, and community volunteers who contributed to a successful market year. Thank you for all of your support of the Lexington Farmers' Market!

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Update: Lexington High School Project & Costs

PRESENTER:

Steve Bartha, Carolyn Kosnoff, and
Mike Cronin

ITEM NUMBER:

I.3

SUMMARY:

Category: Update

The board will receive a high level LHS project update from staff.

SUGGESTED MOTION:

FOLLOW-UP:

DATE AND APPROXIMATE TIME ON AGENDA:

5/12/2025

7:10pm

ATTACHMENTS:

Description	Type
 LHS slides (May 2025)	Cover Memo

Lexington High School

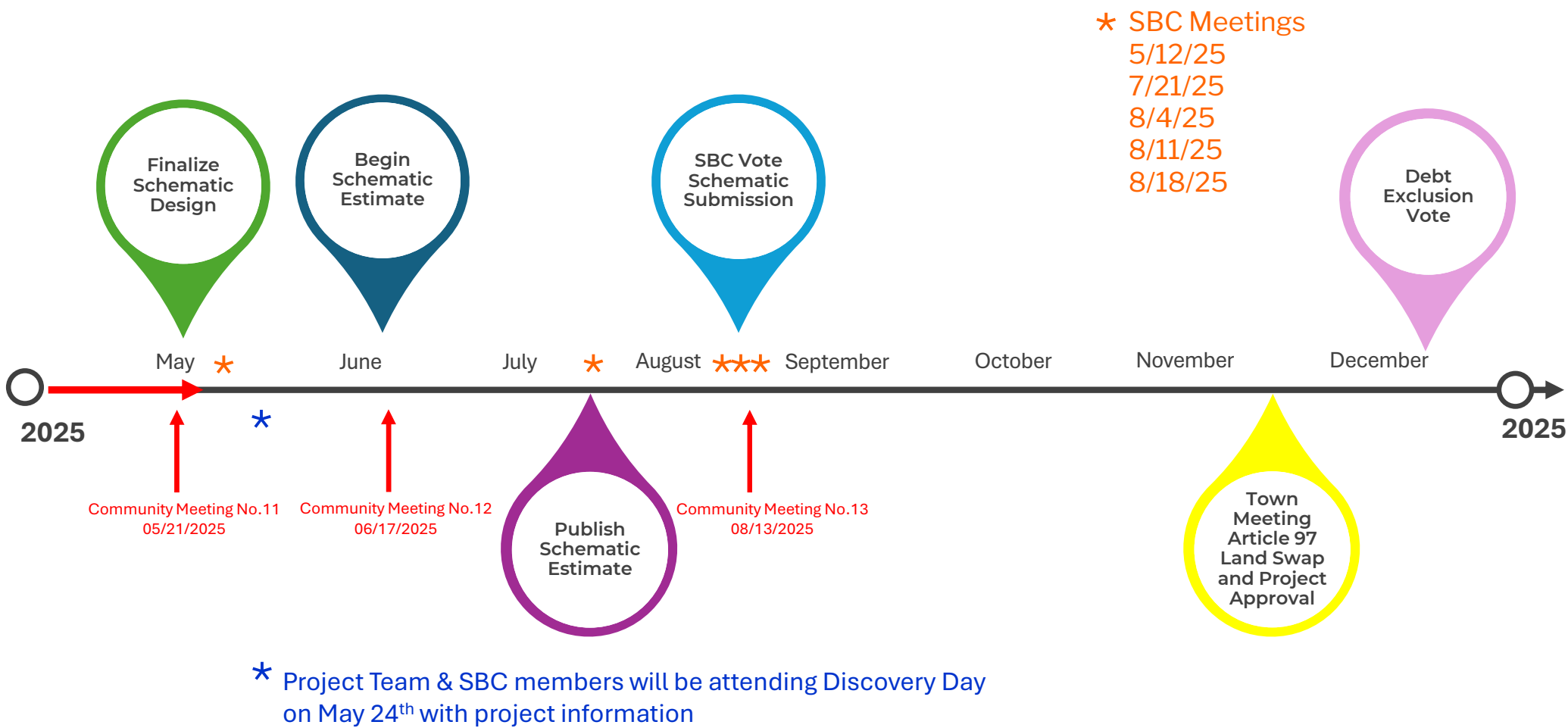
Select Board Meeting

05/12/2025



smma **dw** **Turner**
DORE + WHITTIER

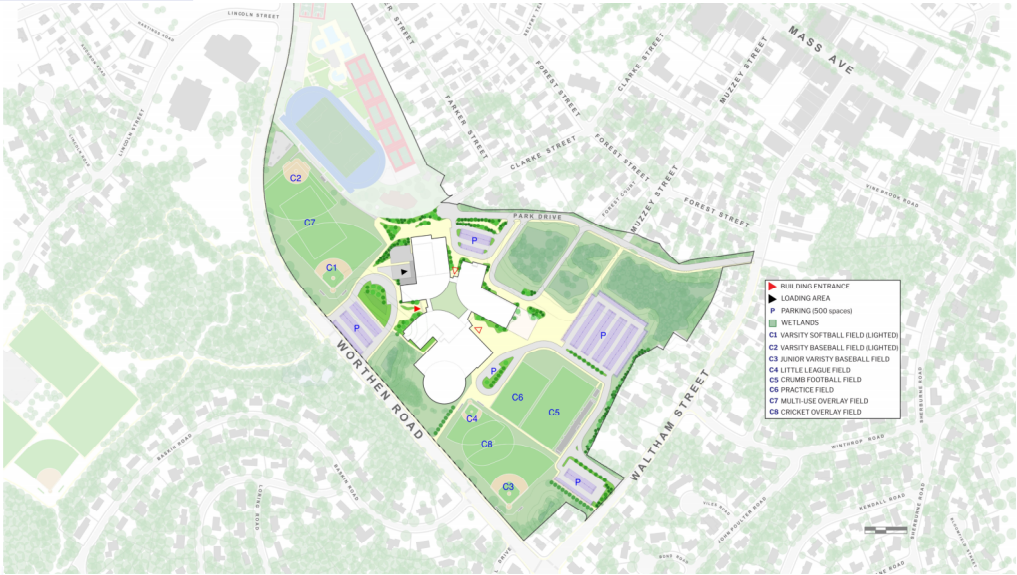
Project Timeline/ Schematic Design



C.5b Bloom

Project Cost School, CO & FH	Total Cost with Grants & Rebates	Construction Duration	# of Phases	Building Location	Modular Max Required
\$662,000,000		4.5 Years	1	Fields	0
With MSBA	~\$562 M		3 years building		
+ Mass Save	~\$553 M		1 year site		
+ IRA*	~\$522 M				

* IRA Rebates are not guaranteed



C.5b Bloom Breakout Pricing

Total Project Cost	\$662 Million
HVAC	\$63 Million
Electrical	\$49 Million
Solar	\$23 Million
Site Work	\$37 Million
Foundation	\$16 Million
Exterior Enclosure	\$65 Million
Soft Costs	\$160 Million

*** The above breakout pricing is based on the average PSR cost estimates (10/09/2024) from PM&C/AMF.**

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Discussion: Worthen Road School Safety Zone

PRESENTER:

Meghan McNamara & Ross Morrow

ITEM NUMBER:

I.4

SUMMARY:

Category: Idea

The Board will hear a presentation from staff regarding the establishment of a potential school safety zone on Worthen Road, in response to concerns raised by the Bicycle Advisory Committee in January 2025.

SUGGESTED MOTION:

FOLLOW-UP:

DATE AND APPROXIMATE TIME ON AGENDA:

5/12/2025

7:30pm

ATTACHMENTS:

Description	Type
☐ Code Amend School Zone-High School	Backup Material
☐ HS Worthen School Zone	Backup Material
☐ Memo	Backup Material

VOTED: IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 689 OF 1986 OF THE GENERAL LAWS, THE TRAFFIC RULES AND ORDERS OF LEXINGTON, ADOPTED BY THE BOARD OF SELECTMEN ON NOVEMBER 13, 1967, NOW CHAPTER 192 OF THE CODE OF LEXINGTON, ARE HEREBY AMENDED BY ADDING THE FOLLOWING TO:

§192-70 *Twenty-mile-per-hour school zones:*

School	Street	Limits	Time
Lexington High School	Worthen Road	Between 1 Bushnell Drive and approximately 0.4 miles NW on Worthen Road	7:30 a.m. to 4:30 p.m. Monday through Friday

DATE OF PASSAGE

SELECT

BOARD

ATTEST TOWN CLERK



Proposed School Zone on Worthen Road



Proposed School Zone on Worthen Road



TOWN OF LEXINGTON

TRANSPORTATION SAFETY GROUP

1625 Massachusetts Avenue
Lexington, Massachusetts 02420
781-698-4560

<https://www.lexingtonma.gov/transportation-safety-group>

Date: May 6, 2025

To: Steve Bartha, Town Manager
Kelly Axtell, Deputy Town Manager

Cc: Kim Katzenback, Executive Clerk for the Select Board
Carol Kowalski, Assistant Town Manager for Land Use, Housing and Development
Ross Morrow, Assistant Town Engineer
Meghan McNamara, Assistant Planning Director
Susan Barrett, Transportation Manager
Chris Barry, Police Captain

RE: School Zone on Worthen Road for the High School

Requested Action:

Vote to amend §192-70 *Twenty-mile-per-hour school zones* to add a 20 MPH school zone on Worthen Road for the High School.

School	Street	Limits	Time
High School	Worthen Road	Between 1 Bushnell Drive and approximately 0.4 miles NW on Worthen Road	7:30 a.m. to 4:30 p.m. Monday through Friday

Background

In response to comments made by the Bicycle Advisory Committee as part of its overall safety improvement requests for Worthen Road, the Transportation Safety Group (TSG) recommends that the Select Board amend the *Traffic Rules and Orders Chapter 192-70 Twenty-mile-per-hour school zones* to add a 20 MPH School Zone on Worthen Road. The TSG recommends location of the school zone as shown on the attached plan, however the final location of the school zone is subject to change during MassDOT review of the proposal. If the location of the school zone changes, staff will return to the Select Board for further review and approval.

For a school zone to be established, all the following conditions shall be met:

- A. The facility is a school
- B. Children walk or bike to or from the school and are expected to cross or enter the roadway where the school zone is proposed

- C. The school facility of municipality provides a plan showing the routes that students will use to walk and/or bike to the school and shows the limits of the proposed school zone
- D. The municipality provides written documentation of their support and/or approval of the school zone.

If the Select Board votes to amend §192-70, staff request the Town Manager and/or the Select Board provide written documentation of the school zone approval. This memo will be provided to MassDOT and signage will be installed. Christopher Barry, Police Captain of Operations, recommends advance signage in both directions to notify the public of the new speed regulation. Staff recommend the school administration notify parents, students and employees of the speed regulation through various channels.

If the Select Board does *not* vote to amend §192-70, the Transportation Safety Group will discuss further and amend the request as necessary.

Guidance of School Zones:

Guidance: 07A the beginning point of a reduced school speed limit zone should be at least 200 feet in advance of the school grounds, a school crossing, or other school related activities

Standard: 07B Where a reduced school speed limit zone is within the limits of a Special Speed Regulation, the beginning of the reduced school speed limit zone shall be not less than 850 feet in advance of the school grounds in rural areas and 500 feet or one block, whichever is less, in urban areas.

Guidance: 07C the maximum length of a reduced school speed limit zone should be $\frac{1}{4}$ mile or the total length of the school grounds frontage plus the advanced distances described in Paragraphs 07A and 07B, whichever is greater.

Support: 07D the school zone length should be kept as short as possible while including the section of roadway in the vicinity of the school property that school children will be entering or crossing. The effectiveness of the school zone speed limit may be reduced the further it is located from the school.

09B The School Speed Limit shall only be in effect during days and times when school children would be entering or crossing the roadway on foot or on bicycle.

Guidance: 09C If used, the School Speed Limit hours of operation should be one of the following:

- A. Between a set of core hours, such as 7:00 AM to 4:00 PM, inclusive.
- B. Two ranges of times within the core hours that coincide with typical arrival and dismissal periods, such as 7:00 AM to 9:00 AM and 2:00 PM to 4:00 PM.

09D Terms that are vague or may be unfamiliar to all roadway users, such as “SCHOOL DAYS,” “WHEN SCHOOL IS IN SESSION,” or “WHEN CHILDREN ARE PRESENT,” should not be used.

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Discussion: Town Meeting Article Submission Timeline Policy

PRESENTER:

Doug Lucente, Chair

ITEM NUMBER:

I.5

SUMMARY:

Category: Discussion

The Board is being asked to review and discuss a proposed Town Meeting Warrant Article Submission Timeline Policy.

The intended purposes of such policy are the following

- Establish a standardized timeline and procedures for developing and submitting warrant articles for Town Meeting.
- Ensure clarity, consistency, and accountability among boards, committees, and Town departments for Annual Town Meeting (ATM) and Special Town Meetings (STM).

SUGGESTED MOTION:

FOLLOW-UP:

DATE AND APPROXIMATE TIME ON AGENDA:

5/12/2025

7:45pm

ATTACHMENTS:

Description

Type

SELECT BOARD POLICY

Town Meeting Warrant Article Submission Timeline Policy

Date Approved by Select Board:

Signature of Chair:

I. PURPOSE & SCOPE

- Establish a standardized timeline and procedures for developing and submitting warrant articles for Town Meeting.
- Ensure clarity, consistency, and accountability among boards, committees, and Town departments for Annual Town Meeting (ATM) and Special Town Meetings (STM).
- The Select Board has final authority to determine which articles are placed on the warrant. No proposal is guaranteed placement without an affirmative Select Board vote.
- Nothing in this policy precludes any proponent from pursuing a citizen petition article as an alternative path if the Select Board declines to sponsor a proposal.

II. ANNUAL TOWN MEETING WARRANT ARTICLE TIMELINE & PROCESS

(Typical schedule for a spring Annual Town Meeting)

- Preliminary Article Planning (Late Summer):** By the last business day in August, all boards and committees shall identify any articles under consideration and notify both the Deputy Town Manager as well as their assigned Select Board liaison. Drafting of article ideas should begin at this stage to ensure readiness for fall review.
- Concept Presentation (Mid-September):** By the second week of September, all proponents must be prepared to present draft article concepts to the Select Board at a scheduled public meeting. The purpose of this presentation is to receive early feedback from the Select Board on the proposed direction, scope, and readiness of the article. Presentations shall include a clear summary of the issue, the proposed action, the rationale, the intended article sponsor, and anticipated consultation or outreach needed.
- Warrant Opening (November):** The Select Board officially opens the ATM warrant by vote (typically around early to mid-November). This serves as public notice that article submissions are being accepted.
- Board/Committee/Town Department Article Deadline (Late November):** Town boards, committees, and departments must submit final versions of all proposed warrant articles by the last week in November. Submissions must incorporate any preliminary feedback from the Select Board and be complete with all required content outlined in Section IV. Articles must be emailed to the Deputy Town Manager by the deadline. Late or incomplete submissions will not be considered for inclusion.
- Select Board Review and Determination (Early-December):** During the first week of December, the Select Board shall hold a public meeting to review all warrant article submissions from boards, committees, and departments. The Board will evaluate each article for completeness, readiness, alignment with Town goals, and overall suitability for inclusion in the Warrant. This review may include requests for clarification, revisions, or consolidation of similar proposals. Articles not approved for inclusion may still be pursued through a citizen petition, subject to the petition deadline.
- Citizen Petition Deadline (Mid-December):** All citizen petition articles for the Annual Town Meeting must be submitted to the Select Board Office no later than mid-December, typically 6–7 weeks after the warrant opens. The exact date and time will be publicly posted by the Select Board each year. Petitions must include at least ten (10) original signatures from registered Lexington voters and be certified by the Town Clerk. Petition forms are available from the Town Clerk's Office and must be submitted in hard copy by the stated deadline. This deadline also serves as the final opportunity to place an article on the Warrant by right.
- Article Finalization (Mid-January):** By mid-January, all article language and draft motions are finalized. Proponents shall coordinate through the Town Manager's Office to work with Town Counsel to refine wording and ensure legality. Any presentation materials (e.g. background slides or explanatory videos) should be completed at this stage.

- H. **Warrant Finalization (Late January):** The Select Board votes to close the warrant and approve the final list and order of ATM articles (typically late January). The final Warrant is then published and posted per legal requirements.
- I. **Pre-Town Meeting Review (February – Early March):** In the weeks before Town Meeting, article proponents may be asked to present their articles to the Select Board and relevant committees (e.g. Appropriation Committee, Capital Expenditures Committee). The Select Board and other committees will review and often vote on recommendations for each article during this period.
- J. **Town Meeting Convenes (Late March):** The Annual Town Meeting begins on the date set in the Warrant (usually the 3rd or 4th Monday in March, after the Annual Town Election typically held on the first Monday in March). Town Meeting Members debate and vote on all Warrant articles in one or more sessions until all business is concluded.

III. SPECIAL TOWN MEETINGS (STM)

- A. **Calling a Special Town Meeting:** A Special Town Meeting (STM) may be called by the Select Board at any point in the year, but only for matters deemed urgent, time-sensitive, or exceptional in nature. STMs are not intended for routine or non-critical articles. The Select Board shall determine if an issue necessitates a Special Town Meeting and will set the warrant opening and closing dates accordingly, providing as much notice as feasible.
- B. **Compressed Timeline:** Because STMs are convened only for specific, non-routine purposes, the article submission process will follow a significantly accelerated timeline. The period between warrant opening and closing may be as short as one week. Proponents must be prepared to act quickly and ensure article development, legal review, and committee coordination are completed within this condensed schedule.
- C. **Citizen Petition Requirements:** Citizen petitions for STMs require at least one hundred (100) signatures from registered Lexington voters, or 10% of the Town's registered voters, whichever is fewer. Signed originals must be submitted to the Select Board Office by the posted deadline. Due to the accelerated timeline, petitioners are strongly encouraged to begin early and coordinate with Town staff as needed.
- D. **Citizen Petition Requirements – Unscheduled Special Town Meetings:** Citizen petitions to call an unscheduled Special Town Meeting require at least two hundred (200) signatures from registered Lexington voters, or 20% of the Town's registered voters, whichever is fewer. Signed originals must be submitted to the Select Board Office by the posted deadline. Due to the accelerated timeline, petitioners are strongly encouraged to begin early and coordinate with Town staff as needed.
- E. **Content & Coordination:** All STM article submissions must meet the same content and formatting standards as Annual Town Meeting articles (see Section IV) and follow the same coordination expectations (see Section V). Proponents must work with the Town Manager's Office, Town Counsel, and relevant boards or committees as early as possible to ensure readiness.

IV. WARRANT ARTICLE SUBMISSION CONTENT REQUIREMENTS

- Each proposed warrant article submission must include the following information:
 - **Title:** A concise title or description of the article subject.
 - **Draft Motion:** Proposed motion text to be moved under the article at Town Meeting (what action Town Meeting is being asked to take).
 - **Summary:** A brief summary explaining the article's purpose and background.
 - **Goal Alignment:** A statement of how the article aligns with adopted Town goals or policies (if applicable).
 - **Outreach & Support:** Description of any community outreach undertaken and evidence of support (for example, endorsements from committees or community groups, or the vote of the sponsoring board).
 - **Funding Info (if applicable):** For articles involving Town funds or budget impacts, an initial estimate of costs or funding sources and any relevant financial analysis.

V. COORDINATION AND REVIEW

- A. **Legal Review:** All article language submitted by boards, committees, and Town departments will be coordinated through the Town Manager's Office for review by Town Counsel as needed. Access to legal

review for citizen petitioners is not guaranteed and may be limited. Petitioners are encouraged to seek independent legal guidance or consult the Town Clerk's Office for procedural assistance.

- B. **Financial Consultation:** If an article has financial or budget implications (e.g. appropriations, capital projects), the proponent is required to consult with the Town's finance officials and committees. Proponents should engage the Finance Department, Appropriation Committee (Finance Committee), and Capital Expenditures Committee early to review costs, funding options, and impacts on Town finances.
- C. **Board/Committee Input:** Coordinate with any boards or committees related to the article's subject matter. Proponents should brief and seek input from those bodies to ensure awareness and address any concerns or overlapping issues. (For example, a zoning article might be coordinated with the Planning Board; a general bylaw change might involve multiple committees.)
- D. **Select Board Liaison:** If a Select Board member is assigned as a liaison to the proponent's committee or issue area, inform that liaison early in the process. Regular communication with the liaison is encouraged, especially for complex or potentially controversial articles.
- E. **Town Manager's Office Support:** The Town Manager or Deputy Town Manager will assist in coordinating reviews and meetings as needed. All final article texts and motions will be compiled by the Town Manager's Office for inclusion in the Warrant.

VI. SUBMISSION PROCEDURES

- A. **Town Board/Committee/Town Department Submissions:** Boards, committees, and Town departments (through their overseeing board or the Town Manager) must submit articles by emailing all materials to the Deputy Town Manager by the announced deadline. The email should include the required content (Section IV) in an attachment or body. The sponsoring board or committee should vote to approve the article before submission, and that vote or an endorsement letter should be included as evidence of support.
- B. **Citizen Petition Submissions:** Petitioners must obtain an official petition form from the Town Clerk and collect at least 10 signatures for an ATM or at least 100 for an STM from registered Lexington voters, or 200 to call an unscheduled Special Town Meeting. All signatures must be original ink. Completed forms must be submitted to the Select Board Office by the deadline for certification. Petitioners are encouraged to email the article text and draft motion to the Deputy Town Manager and consult the Town Clerk's Office for assistance with formatting and process. Legal review by Town Counsel is not routinely available for citizen petitions. See the Town Clerk's Office for full petition instructions and requirements.

VII. KEY CONTACT INFORMATION

- A. **Deputy Town Manager – Contact for Article Submissions and Process Coordination:** Kelly Axtell, Phone: 781-698-4541, Email: KAxtell@lexingtonma.gov
- B. **Select Board Office – Submission Delivery:** 1625 Massachusetts Ave, Lexington, MA 02420 (Town Office Building, 2nd Floor). Phone: 781-698-4540 (Office of the Select Board).
- C. **Town Clerk's Office – Citizen Petition Assistance:** 1625 Massachusetts Ave, Lexington, MA 02420 (1st Floor). Phone: 781-698-4558. The Town Clerk provides petition forms and certifies voter signatures.

VIII. REFERENCES

- M.G.L. Chapter 39, §§9 & 10 – Notice of Town Meeting.
- Town of Lexington Bylaws, Chapter 118 – Calling and Notice of Town Meetings.

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Reorganization of the Select Board

PRESENTER:

Doug Lucente, Chair

ITEM NUMBER:

I.6

SUMMARY:

Category: Decision-Making

The Chair and Vice-Chair of the Select Board is elected annually after the dissolution of the Annual Town Meeting.

SUGGESTED MOTION:

Motion to elect _____ Chair of the Select Board.

Motion to elect _____ Vice-Chair of the Select Board.

FOLLOW-UP:

Select Board Office.

DATE AND APPROXIMATE TIME ON AGENDA:

5/12/2025

8:00pm

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Discussion: Select Board Committee Liaison Assignments

PRESENTER:

Board Discussion

ITEM NUMBER:

I.7

SUMMARY:

Category: Discussion

The Board will review and discuss the proposed Select Board liaison assignments. In the attached draft, most Select Board Liaison assignments are proposed to remain the same as assigned in 2024. Several adjustments have been made, including liaison assignments for new Board Member Vineeta Kumar.

SUGGESTED MOTION:

To record the Select Board Members committee liaison assignments as proposed (as amended) to be effective on , 2025.

FOLLOW-UP:

Select Board Office

DATE AND APPROXIMATE TIME ON AGENDA:

5/12/2025

8:10pm

ATTACHMENTS:

Description	Type
☐ Proposed 2025 Select Board Committee Liaison Assignments	Backup Material

Committee/Board	2025	Select Board role
Fund for Lexington Board (1 of 2)	Doug Lucente	Members (2)
Semiquincentennial Commission (Lex250)	Doug Lucente	Member
Youth Commission	Doug Lucente	Liaison
Lexington Center Committee	Doug Lucente	Liaison
Battle Road Scenic Byway Committee	Doug Lucente	n/a
Monuments and Memorials Committee	Doug Lucente	Liaison
Recreation Committee	Doug Lucente	Liaison
Tourism Committee	Doug Lucente	Liaison
Small Business Round Table	Doug Lucente	Liaison (2)
Town Celebrations Committee	Doug Lucente	Liaison
Appropriation Committee	Jill Hai	Point of contact
Capital Expenditures Committee	Jill Hai	Point of contact
Historic Districts Commission	Jill Hai	
Historical Commission	Jill Hai	Point of contact
Munroe Center for the Arts Board	Jill Hai	Point of contact
School Committee	Jill Hai	Point of contact
Town Report Committee	Jill Hai	Liaison
MAGIC	Jill Hai	Member
Cary Library Executive Board (2 of 2)	Jill Hai	Members (2)
Ad Hoc Crematory Study Committee II	Joe Pato	Liaison
Economic Development Advisory Committee	Joe Pato	liaison
Fund for Lexington Board (2 of 2)	Joe Pato	Members (2)
Greenways Corridor Committee	Joe Pato	Liaison
Noise Advisory Committee	Joe Pato	Liaison
School Building Committee (MSBA)	Joe Pato	Member
Sustainable Lexington Committee	Joe Pato	Liaison
Traffic Safety Group	Joe Pato	Point of contact
Tree Committee	Joe Pato	Liaison
Cary Library Executive Board (1 of 2)	Joe Pato	Members (2)
Affordable Housing Trust	Mark Sandeen	Member
Bicycle Advisory Committee	Mark Sandeen	unspecified
Board of Health	Mark Sandeen	Point of contact
Commission on Disability	Mark Sandeen	Liaison
Community Preservation Committee	Mark Sandeen	Member
Hanscom Area Towns Committee	Mark Sandeen	Member
Human Rights Committee	Mark Sandeen	Liaison
Permanent Building Committee (PBC)	Mark Sandeen	Liaison
School Master Planning Advisory Committee*	Mark Sandeen	Member
Communications Advisory Committee (CAC)	Vineeta Kumar	Liaison
Design Advisory Committee	Vineeta Kumar	Liaison
Economic Development Advisory Committee	Vineeta Kumar	liaison
Housing Partnership Board	Vineeta Kumar	Liaison
Transportation Advisory Committee	Vineeta Kumar	Liaison
Vision for Lexington Committee	Vineeta Kumar	Member
Council for the Arts	Vineeta Kumar	Liaison

Council on Aging	Vineeta Kumar	Liaison
Small Business Round Table	Vineeta Kumar	Liaison (2)
Lexington Housing Assistance Board (LexHAB)		