

TOWN OF SCITUATE
ADVISORY COMMITTEE



Report and Recommendations
For

ANNUAL & SPECIAL TOWN MEETING

APRIL 13, 2020

7:00 P.M.
HIGH SCHOOL GYMNASIUM

This Report is furnished for your information. Please bring it to all sessions of Town Meeting.

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REPORT OF THE ADVISORY COMMITTEE

TO THE VOTERS OF SCITUATE:

In accordance with the Town of Scituate Bylaws, the Advisory Committee submits its report to the voters. This report contains the complete warrant for the Annual & Special Town Meeting, which will convene on April 13, 2020.

Our forum is an Open Town Meeting, which has been described as the purest form of democracy. All registered voters are entitled to attend, ask questions, express their opinions, and vote on all matters.

This evening, the Board of Selectmen, and other town boards will propose various warrant articles, expenditures, funding transfers, zoning changes, etc. The Special Town Meeting places before the voters a total of **four (4)** articles, and the Annual Town Meeting places before the voters a total of **twenty eight (28)** articles for your consideration.

We, the Advisory Committee, will provide recommendations on each; but **ONLY YOU** decide which articles pass, and which ones do not.

YOU ARE THE LEGISLATIVE BODY OF SCITUATE.

The Advisory Committee urges you to become an active participant in town meeting. Voice your opinion and seek any clarification necessary to make an informed vote on these articles.

Respectfully submitted,

SCITUATE ADVISORY COMMITTEE

Jerry Kelly, Chairman

Mike Westort, Vice Chair

James Gilmore

Patrice Metro

Elise Russo

Lincoln Heineman

Andrew Goodrich

Daniel McGuiggin

Lynda Ferguson

TOWN MEETING RULES AND DEFINITIONS

1. The conduct of Scituate's Town Meeting is bound by state law, the Town's Charter and By-laws, local tradition and the publication entitled, "Town Meeting Time."
2. The Moderator presides over the Town Meeting, decides all questions of order and procedure, and announces the results of all votes. The results of all votes when announced by the Moderator shall be final except on a voice vote that may be questioned by seven (7) voters standing immediately after the announced results of a vote. In such a case, a teller-counted vote shall be taken without debate.
3. Non-voters will be seated in a special section unless permission is granted by the Town Meeting to be seated elsewhere. Non-voters may be allowed to address the Town Meeting with permission of the Moderator unless a majority of voters choose to deny such a privilege.
4. Articles in the Warrant give notice of the issues subject to discussion at a Town Meeting and establish the parameters of matters that can be debated and acted on. Amendments, motions and/or debate determined by the Moderator, with the advice of Town Counsel, to be "beyond the scope" of the articles may not be permitted.
5. In order for the Town Meeting to act on or discuss an article, a motion must be made. The Moderator will call for a motion on each article and, if no motion is made after the second call, the Moderator will "pass over" the article and move on to the next Article. In order to bring back a "passed over" article for a motion and discussion, there must be an approved "motion for reconsideration".
6. Articles may be postponed by a majority vote or advanced by a 2/3 vote.
7. To address the Town Meeting, a speaker must be recognized by the Moderator and once recognized, a speaker should first give his or her name and address for the record. No speaker will be recognized while another person is speaking except to raise "a point of order," which is used to question a ruling of the Moderator or the conduct of Town Meeting. Points of order are not to address the subject matter being discussed.
8. All matters shall be decided by a majority vote unless a 2/3 or greater vote is required. If more than a majority vote is required, the Moderator shall announce the required percentage for passage before calling the vote.
9. The Moderator may set time limits on all presentations and may terminate

debate on a motion when deemed appropriate. Debate on a motion may also be terminated by a voter “moving the question” which, if accepted by the Moderator as not being premature, shall be voted on without discussion or debate. A motion to “move the question” requires a 2/3 vote for passage.

10. Only two (2) amendments to a motion may be on the floor at any particular time. Amendments over six (6) words must be submitted to the Moderator in writing and, if over fifty (50) words, sufficient copies must be available to those attending at the entrance of the hall before the start of that particular session.

11. Generally, amendments shall be voted on in the order made and prior to the vote on the motion to be amended. However, amendments relating to amounts to be appropriated shall be voted on in a descending order until an amount gains approval.

12. A motion may be reconsidered once for a compelling reason by a 2/3 vote. No further reconsideration will be permitted. There may be no reconsideration of a vote at a subsequent session of the Town Meeting.

13. A resolution is a non-debatable, non-binding motion on any matter calling for a consensus of the Town Meeting. A resolution must be related to the content of an article. If a resolution is over ten (10) words, it must be submitted to the Moderator in writing and, if over fifty (50) words, sufficient copies must be available at the entrance of the hall for those attending.

14. When justice or order requires, the Moderator may make exceptions to these rules, in his or her discretion, as is deemed appropriate under the circumstances.

MUNICIPAL FINANCE TERMS

APPROPRIATION: An authorization by the Town Meeting to make obligations and payments from the treasury for a specific purpose.

ASSESSED VALUATION: A valuation set upon real or personal property by the Board of Assessors as a basis for levying taxes.

BETTERMENT: A betterment assessment is a charge for the cost of public improvements, which benefit a limited area, against real estate situated in that area.

BOND: A loan, typically over a year in maturity.

BOND AUTHORIZATION: The amount of money the Town Meeting approves for borrowing for a specific purpose.

BOND ISSUE: Generally, the sale of a certain number of bonds/notes at one time by a governmental unit.

CAPITAL BUDGET: A plan of proposed capital outlays and the means of financing them for the current fiscal year.

CAPITAL OUTLAY: Expenditure for the purchase of property or equipment and for the construction or renovation of a facility and infrastructure.

CHERRY SHEET: A form showing all state and county charges and reimbursements to the town as certified by the Massachusetts Department of Revenue.

DEBT SERVICE: Payment of interest and repayment of principal to holders of the town's debt instruments.

ENTERPRISE FUND: Financing of services where all or most of the costs are paid for by users.

ENTERPRISE RETAINED EARNINGS: If during a fiscal year an Enterprise Fund produces a surplus, such surplus shall be kept in a separate account called "retained earnings." The Department of Revenue then "certifies" that surplus as an available fund that can be used for:

1. Operating costs to offset the need to increase user charges.
2. To fund capital improvements.
3. To fund Enterprise Fund revenue deficits.

FISCAL YEAR: A 12-month period, commencing on July 1, to which the annual budget applies. (Abbreviated as “FY”)

FREE CASH: The excess of assets over liabilities, minus uncollected taxes of prior years also referred to as “available cash.” The amount is certified annually by the Massachusetts Department of Revenue. Free Cash may be appropriated by vote of a Town Meeting.

GENERAL FUND: The major town-owned fund which is created with town receipts and which is charged with expenditures payable from such revenues.

GRANT: A contribution of assets by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal government. Grants are usually made for specific purposes.

LEVY LIMIT: The amount of dollars a Town can raise by taxation under Proposition 2½.

LINE ITEM BUDGET: A format of budgeting, which organizes costs by type of expenditure - such as expenses, equipment and salaries.

OVERLAY: The overlay is the amount raised by the Assessors to be used for potential abatement of property taxes. The Overlay Surplus is the portion of each year’s overlay account no longer required to cover property tax abatements.

PROPERTY TAX LEVY: The amount produced by multiplying the assessed valuation of property by the tax rate. The tax rate is expressed “per thousand dollars” of assessed valuation.

RESERVE FUND: Money set aside by Town Meeting to be allocated by the Advisory Committee for extraordinary and unforeseen expenditures.

REVOLVING FUND (Ch. 44, Sec 53E ½): A Town may annually authorize the use of a revolving fund by separately accounting for the receipts received from a particular service or program and may expend from the revolving fund to provide such service or program without appropriation.

STABILIZATION FUND: A special account, which is invested until used and can only be utilized by Town Meeting appropriation.

Projected Fiscal Year 2021 Revenue

3/13/2020; 9:17 AM

FORECASTING COMMITTEE: Jim Boudreau, Tony Vegnani, Nancy Holt, Pam Avitabile, Peter Gates, Joe Divito, Ronald Griffin, Chris Carchia, Jerry Kelly, Paul Donlan

ADOPTED 03/13/20

FORECASTING MODEL

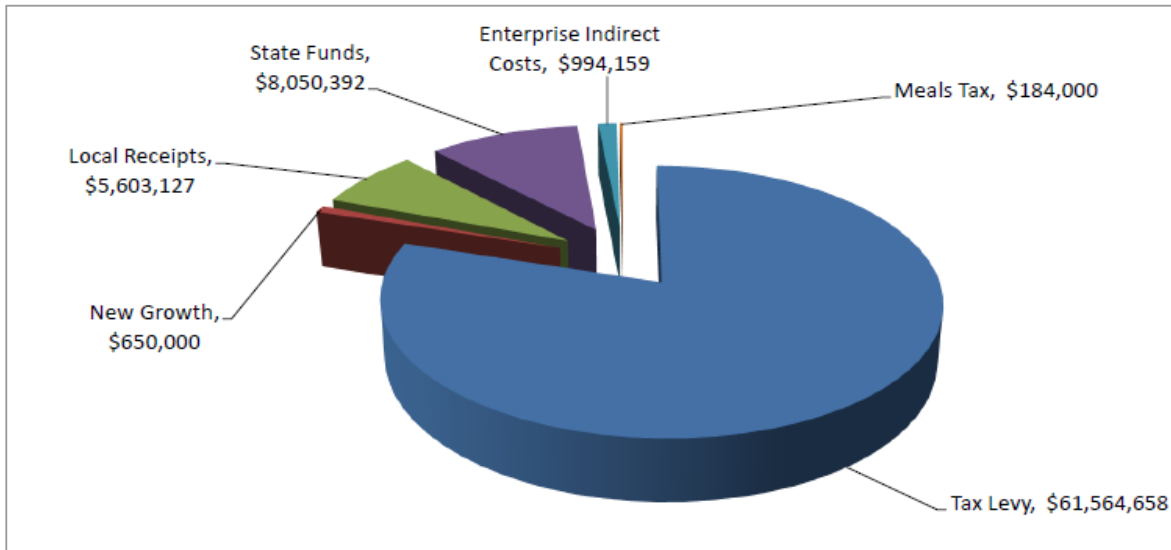
	Budget FY 2020	Actual YTD FY 2020	Proposed FY 2021		Projected FY 2022	Projected FY 2023	Projected FY 2024
SOURCES							
Prior Year	\$ 57,874,204	\$ 57,874,204	\$ 60,306,984		\$ 62,464,658	\$ 64,626,275	\$ 66,841,932
Override							
2.5% Increase	\$ 1,446,855	\$ 1,446,855	\$ 1,507,675		\$ 1,561,616	\$ 1,615,657	\$ 1,671,048
New Growth	\$ 650,000	\$ 985,925	\$ 650,000		\$ 600,000	\$ 600,000	\$ 550,000
TOTAL LEVY	\$ 59,971,059	\$ 60,306,984	\$ 62,464,658		\$ 64,626,275	\$ 66,841,932	\$ 69,062,980
Cherry Sheet/State Aid	\$ 7,893,932	\$ 8,219,992	\$ 8,757,682 [1]		\$ 8,757,682	\$ 8,757,682	\$ 8,757,682
Title V Assessment	\$ -	\$ 6,858	\$ -		\$ -	\$ -	\$ -
Local Receipts	\$ 5,575,000	\$ 5,603,127	\$ 5,603,127		\$ 5,603,127	\$ 5,603,127	\$ 5,603,127
Enterprise Indirect costs	\$ 940,225	\$ 940,225	\$ 994,159 [12]		\$ 1,014,042	\$ 1,034,323	\$ 1,055,009
Overlay Surplus					\$ -	\$ -	\$ -
Rooms Occupancy Tax							
Meals Tax	\$ 230,000	\$ 230,000	\$ 230,000 [2]		\$ 230,000	\$ 230,000	\$ 230,000
TOTAL ALL REVENUE	\$ 74,610,216	\$ 75,307,186	\$ 78,049,626		\$ 80,231,126	\$ 82,467,064	\$ 84,708,799
USES							
Offsets	\$ 20,994	\$ 21,615	\$ 23,245 [1]		\$ 23,245	\$ 23,245	\$ 23,245
State & County Charges	\$ 815,997	\$ 777,660	\$ 684,045 [1]		\$ 684,045	\$ 684,045	\$ 684,045
Overlay	\$ 250,000	\$ 231,767	\$ 250,000		\$ 250,000	\$ 250,000	\$ 250,000
Economic Development	\$ 46,000	\$ 46,000	\$ 46,000 [2]		\$ 46,000	\$ 46,000	\$ 46,000
TOTAL USES	\$ 1,132,991	\$ 1,077,042	\$ 1,003,290		\$ 1,003,290	\$ 1,003,290	\$ 1,003,290
NET REVENUE	\$ 73,477,225	\$ 74,230,144	\$ 77,046,336		\$ 79,227,836	\$ 81,463,774	\$ 83,705,509
<i>Revenue Growth</i>			<i>3.79%</i>				
SHARED COSTS							
Reserve Fund	\$ 75,000	\$ 75,000	\$ 75,000		\$ 75,000	\$ 75,000	\$ 75,000
Tax Title	\$ 39,000	\$ 39,000	\$ 39,000		\$ 39,000	\$ 39,000	\$ 39,000
Insurance/Town Bldgs.	\$ 743,052	\$ 743,052	\$ 780,204 [9]		\$ 819,215	\$ 860,175	\$ 903,184
So. Shore Vo. Tech./Norfolk Agric.	\$ 792,870	\$ 792,870	\$ 691,301 [3]		\$ 725,866	\$ 762,159	\$ 800,267
Debt & Interest	\$ 1,660,036	\$ 1,660,036	\$ 1,670,023		\$ 1,670,023	\$ 1,670,023	\$ 1,670,023
- Capital Stabilization/Capital Plan	\$ 100,000	\$ 100,000	\$ 100,000		\$ 100,000	\$ 100,000	\$ 100,000
- Capital Stabilztn/Plan (Meals Tax)	\$ 84,000	\$ 84,000	\$ 84,000 [2]		\$ 84,000	\$ 84,000	\$ 84,000
- Debt Excl MS & PSC (Meals Tax)	\$ 100,000	\$ 100,000	\$ 100,000 [2]		\$ 100,000	\$ 100,000	\$ 100,000
Plymouth County Retirement Assmt	\$ 4,875,453	\$ 4,875,453	\$ 5,221,978 [5]		\$ 5,567,173	\$ 6,012,547	\$ 6,493,551
School Bus Lease	\$ 210,000	\$ 210,000	\$ 250,000 [4, 13]		\$ 250,000	\$ 250,000	\$ 250,000
Street Lights	\$ 120,000	\$ 120,000	\$ 125,000 [4, 13]		\$ 125,000	\$ 125,000	\$ 125,000
Workers' Comp.	\$ 210,000	\$ 210,000	\$ 387,875 [14]		\$ 387,875	\$ 210,000	\$ 210,000
Unemployment Insurance	\$ 65,000	\$ 65,000	\$ 65,000 [11]		\$ 65,000	\$ 65,000	\$ 65,000
Contributory Group Insurance	\$ 6,116,275	\$ 6,116,275	\$ 6,265,804 [10]		\$ 6,704,410	\$ 7,173,719	\$ 7,675,879
Federal Taxes	\$ 750,613	\$ 750,613	\$ 780,637 [6]		\$ 811,863	\$ 844,337	\$ 878,111
OPEB	\$ 97,509	\$ 97,509	\$ 104,440 [7]		\$ 111,343	\$ 120,251	\$ 129,871
TOTAL SHARED COSTS	\$ 16,038,808	\$ 16,038,808	\$ 16,740,262		\$ 17,635,768	\$ 18,491,212	\$ 19,598,886
NET AVAILABLE	\$ 57,438,417	\$ 58,191,336	\$ 60,306,074		\$ 61,592,068	\$ 62,972,562	\$ 64,106,622
		<i>after 11/19 STM</i>					
SPLIT							
School Share 66.67% [4]	\$ 38,294,193	\$ 38,537,136	\$ 40,206,060		\$ 41,063,432	\$ 41,983,807	\$ 42,739,885
Town Share 33.33%	\$ 19,144,224	\$ 19,293,651	\$ 20,100,014		\$ 20,528,636	\$ 20,988,755	\$ 21,366,737
	\$ 57,438,417	\$ 57,830,787	\$ 60,306,074		\$ 61,592,068	\$ 62,972,562	\$ 64,106,622
Percentage Change			4.99%		2.13%	2.24%	1.80%
		<i>11/19 STM Adj</i>	<i>4.28%</i>				
TAX RATE							
Total Levy from above	\$ 59,971,059	\$ 59,971,059	\$ 62,464,658		\$ 64,626,275	\$ 66,841,932	\$ 69,062,980
School Debt Exclusion	\$ 713,532	\$ 713,532	\$ 681,947		\$ 655,487	\$ 630,060	\$ 606,564
Wastewater Debt Exclusion	\$ 120,476	\$ 120,476	\$ 97,981		\$ -	\$ -	\$ -
Library Debt Exclusion	\$ 395,953	\$ 355,411	\$ 384,425		\$ 373,925	\$ 363,425	\$ 352,925
Public Safety Complex Debt Excl	\$ 1,096,933	\$ 1,148,325	\$ 1,062,938 [8]		\$ 1,126,188	\$ 1,094,688	\$ 1,063,188
Senior Center/Gym Debt Exclusion	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
Middle School Debt Exclusion	\$ 3,421,600	\$ 3,521,600	\$ 3,328,600 [8]		\$ 3,335,600	\$ 3,242,600	\$ 3,149,600
TOTAL TAX LEVY	\$ 65,719,552	\$ 65,830,403	\$ 68,020,550		\$ 70,117,475	\$ 72,172,704	\$ 74,235,257
TAX RATE	\$ 14.04	\$ 13.50	\$ 14.29		\$ 14.44	\$ 14.57	\$ 14.70
Total Valuation	\$ 4,650,703,740	\$ 4,650,703,740	\$ 4,743,717,815		\$ 4,838,592,171	\$ 4,935,364,015	\$ 5,034,071,295

ASSUMPTIONS:

- [1] - Adopts Governor's FY21 proposed budget amounts for state aid
- [2] - FY19-20 Meals Tax reduced from prior year due to loss of major restaurant; 20% of original \$230,000 estimate applied to economic development initiatives and \$100,000 applied to the debt service for the middle school and public safety complex and the balance of \$84,000 allocated to the Capital Stabilization fund for future debt.
- [3] - South Shore Voc. Tech assessment for FY21 of \$590,813 plus 4 students at Norfolk Agricultural at \$23,634 each and costs
- [4] - Shared cost of school bus lease of \$250,000 added to this amount in budget article so it is under the control of the School Department. Shared cost of street lighting set at \$125,000. Both amounts to stay static for future years.
- [5] - FY21-22 preliminary received from PCRS with 8% for FY23-24 as previously advised by Plymouth County Retirement System.
- [6] - Reflects a 4% increase over FY20 budget and remains at that level through FY24 due to exempt employees retiring and COLAs.
- [7] - Pursuant to Town financial policies, 2% of Plymouth County Retirement System assessment.
- [8] - \$100,000 in solar array and wind turbine revenues to offset debt exclusion impact for middle school & public safety complex.
- [9] - 5% increase over FY20 budget through for FY24
- [10]- FY19 was average of group rate at 4.6%, FY20 was 3.1% for active plans; FY21 is 3.9% for active plans
- [11]- Barring lay-offs, reduced to normal operating level for FY21-24.
- [12]- Actual for FY21 and 2% estimated increase for FY22-24.
- [13]-Added to shared costs in FY20 forward.
- [14]-Increased due to negative claims experience.

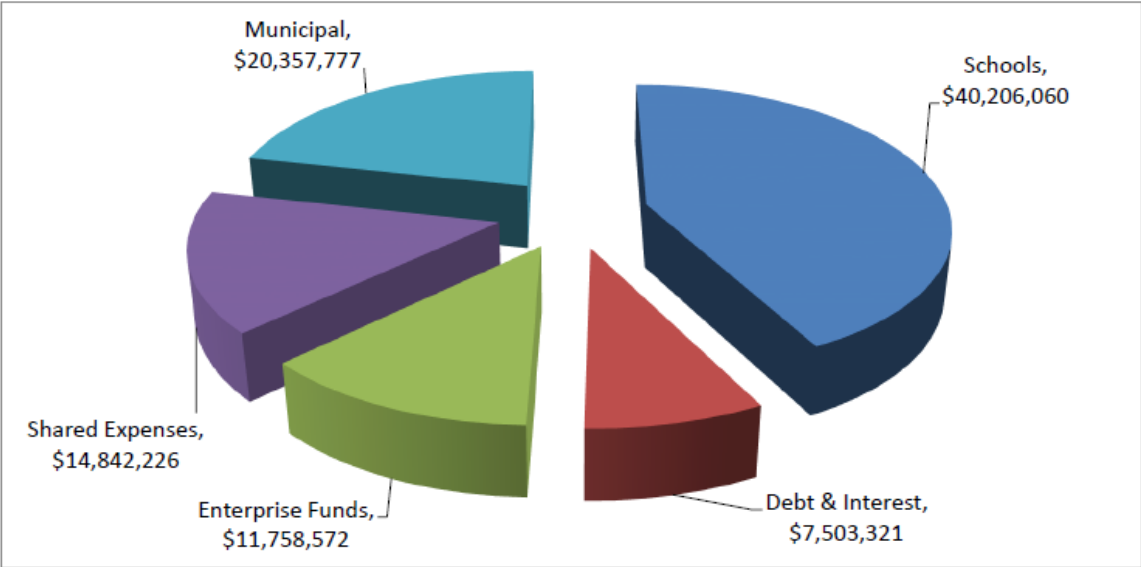
FY21 Scituate Sources of Revenue

2020 Tax Levy	\$ 60,306,984
2.5%	<u>\$ 1,507,674</u>
	<u>\$ 61,814,658</u>
Tax Levy	\$ 61,564,658
New Growth	\$ 650,000
Local Receipts	\$ 5,603,127
State Funds	\$ 8,050,392
Enterprise Indirect Costs	\$ 994,159
Meals Tax	\$ 184,000
	<u>\$ 77,046,336</u>



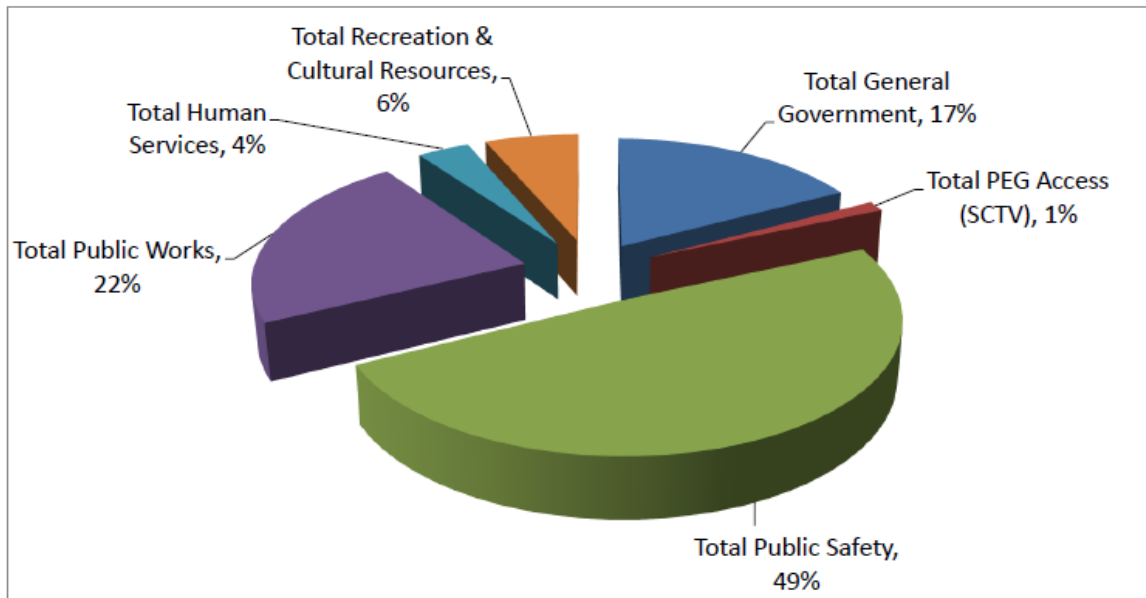
FY21 Scituate Town Budget

Schools	\$	40,206,060
Debt & Interest	\$	7,503,321
Enterprise Funds	\$	11,758,572
Shared Expenses	\$	14,842,226
Municipal	\$	20,357,777
	\$	<u>94,667,956</u>



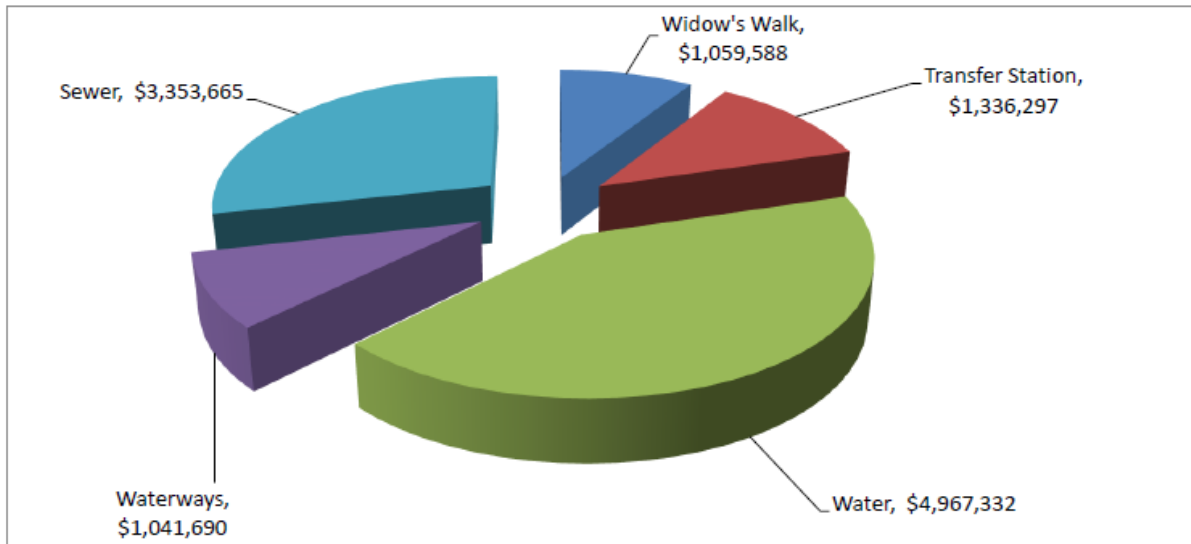
FY21 Scituate Municipal Expense Share

Total General Government	\$	3,501,689	17%
Total PEG Access (SCTV)	\$	257,763	1%
Total Public Safety	\$	10,003,192	49%
Total Public Works	\$	4,559,175	22%
Total Human Services	\$	727,833	4%
Total Recreation & Cultural Resources	\$	1,308,125	6%
	\$	<u>20,357,777</u>	<u>100%</u>

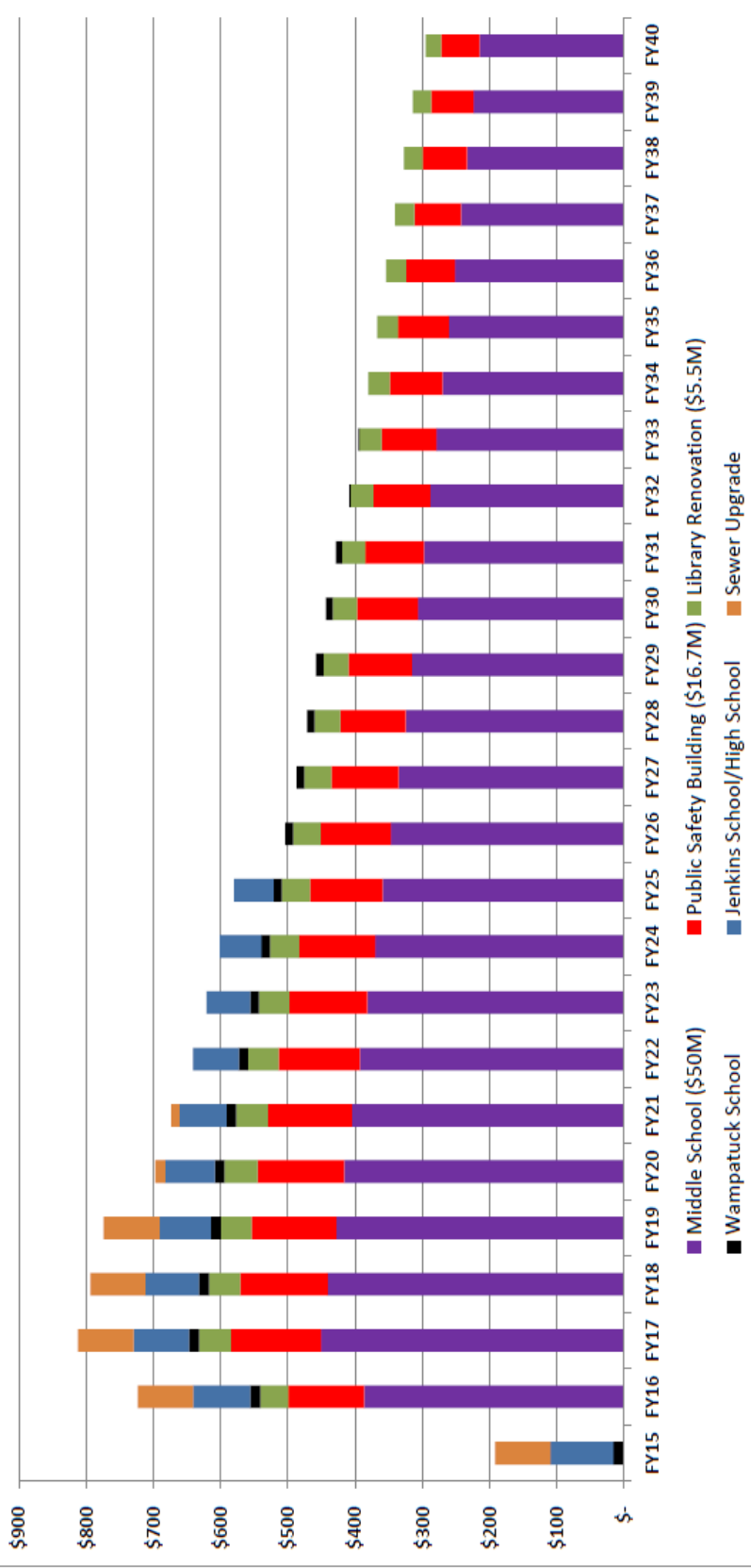


FY21 Scituate Enterprise Fund Expense

Widow's Walk	\$	1,059,588
Transfer Station	\$	1,336,297
Water	\$	4,967,332
Waterways	\$	1,041,690
Sewer	\$	3,353,665
	\$	<u>11,758,572</u>



Current Scituate Debt Exclusions - Tax Impact on Average Home



Notes

(1) Middle School and Public Safety Complex include \$300,000 offset from meals tax, wind turbine and solar array revenues as approved annually by town meeting for FY16-18 and proposed again for FY19 which equates to approximately \$37 total savings to the average home owner. Average home values have been; FY15 - \$492,700, FY16 - \$508,367, FY17 - \$531,954, FY18 - \$553,095, FY19-\$576,038 and FY20 - \$601,671
 (2) FY21 and beyond calculated based on FY20 total value and average home value and are subject to change annually.

The senior center project has not yet incurred borrowing costs so it has not yet impacted the real estate tax bill.

RECEIPT

SCITUATE AVERAGE RESIDENTIAL TAXPAYER

ESTIMATED HOME VALUE OF \$601,671

GENERAL GOVERNMENT	\$454.89
PUBLIC SAFETY	\$991.01
EDUCATION	\$4,012.76
PUBLIC WORKS	\$438.64
HEALTH AND HUMAN SERVICES	\$73.11
CULTURE AND RECREATION	\$129.97
DEBT SERVICE	\$747.32
EMPLOYEE BENEFITS	\$1,275.31

Total \$8,123

WE HOPE THIS HELPS PROVIDE SOME
CONTEXT OF WHERE YOUR TAX DOLLARS GO

THIS IS PRESENTED AS A GUIDE AND IS SIMPLY AN ESTIMATE

Scituate Public Schools FY21 Budget at a glance:

The Scituate Public Schools operating budget is designed to support a high quality education for each of our 2,987 students. The budget is driven by the 5 priorities outlined in the Scituate Public Schools Strategic Plan. Below are some examples of how our district invests in each of these educational priorities. If you'd like to learn more about the district's five year plan, you can check it out at our website, under the Superintendent tab.

Scituate Public Schools Priorities:

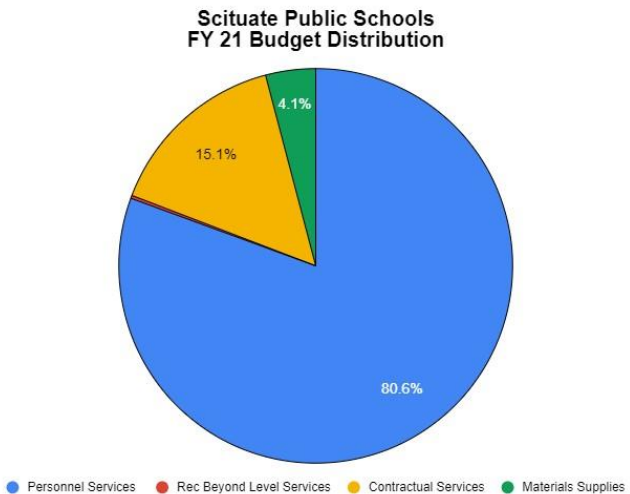
- **Priority 1:** *Authentic, consistent and innovative curriculum.* This includes investments to innovate in our core curricula as well as creating Project based Learning (PbL) experiences, and expanding STEAM (Science, Technology, Engineering, Arts & Mathematics) education, PK-12!
- **Priority 2:** *Engaging and rigorous pedagogy to educate all students.* Through this work, the district continues to build on our commitment to help all children learn and grow, regardless of disability. It guides investments in co-teaching and inclusive education as well as exploration of flexible, virtual and personalized learning.
- **Priority 3:** *Developing resilient, balanced and healthy students.* From social & emotional education for all students to counseling and intervention support, this priority directs our work to educate the whole child and prepare them for the complexities of tomorrow. This priority directs the district's investments in the fine and performing arts as well as athletics programs with the goal of graduating well rounded adults.
- **Priority 4:** *Flexible learning environments & structures that support innovative, authentic education.* This arc of work focuses our commitment to learning environments that support the 21st century teaching and learning we outline in our first three priorities. It guides our work for both short and long term needs – from annual facilities and capital planning to the exploration of building a new elementary school in the future.
- **Priority 5:** *Local to global community engagement & partnership.* Developing global competency, cultural proficiency and a deep understanding of the democratic process allows our students to graduate ready to engage in a truly globalized society. From international exchange to developing our METCO program to connecting SPS students with SPS alum from all walks of life; this priority guides investments that prepare our students to thrive in an our increasingly interconnected world.

Scituate Public Schools Operating Budget: FY21 Executive Summary

Scituate Public Schools utilizes a zero based budgeting process which begins in the fall each year and solicits input from staff, leaders and the public boards of the town. The School Department budget balances the reality of finite resources with our steadfast commitment to providing an innovative and engaging education for every student. The overall budget currently reflects an increase of 3.8% over FY20 and is organized into the categories below:

Operating Costs:

Personnel Services: Personnel reflects approximately 80.6% of the overall budget. This category represents salaries for the faculty and staff in each. Personnel is typically broken down into teachers, specialists and nurses, administrative & operations related staffing and paraprofessionals. These costs reflect step, lane and COLA increase for all six labor groups as well as on non-CBA staff contracts as well as accounting for projected staff retirements. This category also reflects \$110,000 in additional staffing to expand the social & emotional special education program for Gates Middle School.



Contractual Services: Costs in this category account for expenses that are typically done by outside providers. They also reflect software licenses and other recurring technological costs. These costs will increase to approximately 15.1% in FY21. This is due, in large part, to an increase in special education tuitions. While it is a significant cost, SPS is dedicated to providing all students with their educational needs. It is outlined as a priority in our strategic plan and something we are committed to as a staff, faculty and community. That said, these costs have seen some significant fluctuations. The total number of students requiring such out-of-district special education services has remained stable in large part due to the incredible supports our staff provide students with disabilities in our district wide programs. However, we have seen a significant increase in the average tuition per student. This is due to changes in tuition costs as well as changes in the kinds of services each child needs. To address this now and in the future, SP is expanding our district's special education programming, particularly focused on social & emotional needs. We are also recommending the formation of a Special Education Reserve Fund which would allow us to better absorb changes in these costs while still meeting the needs of all children. Further information for the reserve fund can be found in your booklet.

Operating Costs: (continued)

Materials & Supplies: These are instructional and consumable supplies used throughout the school year. Most of these costs are annually recurring such as pencils, paper, etc. as well as others are costs for materials that have a longer use such as text books. In addition to replacing typical materials and supplies, SPS is excited to invest in a brand new set of elementary mathematics materials in FY21. These materials will help unify math instruction across all elementary schools and grade levels. The materials emphasize the application of math skills and align with the Massachusetts State Standards for Mathematics. Overall, materials and supplies costs are about 4.1% of the operating budget this year.

Funding Sources:

State & Local Aid: The majority of the Scituate Public Schools’ operating budget is supported directly by our state and local community. For FY21, this resource is: \$40,206,060. This resource represents over 90% of the overall operating budget for our district.

Bus Leases: SPS operates & leases its own bus fleet for our students and community. Leasing our busses ensures that students are transported in safe, new busses each year. They are a separate resource for accounting purposes and including under contractual services for costs.

Scituate Public Schools FY 21 Budget				
Executive Summary	FY18	FY19	FY20	FY21
	Actuals	Actuals	Budget Rec at STM	Budget Request
Costs				
Personnel Services	\$33,225,147	\$33,676,537	\$ 34,602,376	\$ 35,741,831
Rec Beyond Level Services				\$ 110,000
Contractual Services	\$ 5,146,931	\$ 5,760,464	\$ 5,936,061	\$ 6,690,591
Materials Supplies	\$ 1,523,616	\$ 1,609,550	\$ 1,841,277	\$ 1,821,193
Staff Retirements, etc. (to date)				\$ (377,729)
Subtotal: Operating Costs	\$39,895,694	\$41,046,552	\$ 42,379,714	\$ 43,985,886
Resources				
Local & State Aid	\$36,127,271	\$37,151,699	\$ 38,537,136	\$ 40,206,060
Bus Leases				\$ 250,000
State & Federal Grants	\$ 2,337,004	\$ 2,510,313	\$ 2,529,899	\$ 2,287,267
Offsets	\$ 1,516,056	\$ 1,516,048	\$ 1,310,000	\$ 1,247,000
Subtotal: Resources	\$39,980,331	\$41,178,060	\$ 42,377,035	\$ 43,990,327
Balance	\$ 84,637	\$ 131,508	\$ (2,679)	\$ 4,441

State & Federal Grants: To supplement the budget, the district pursues and writes approximately 2.3 million dollars in grants each year. Grant funding can often be impacted by fluctuations in state and federal budgets. Each grant is typically dedicated for a specific program.

Offsets: Approximately 1.25 million dollars of the SPS budget is supported by fees. Ideally, a school district would not have to charge fees for any program or service. However, with increasingly tight budgets around the state, this has become a necessary structure to preserve vital programs, curriculum and staffing. There can often be misconceptions about fees and offsets so to provide transparency for all fees and offsets, a complete overview of all SPS fees and uses are included in the full operating budget document which can be found on our website.

**TOWN OF SCITUATE
SPECIAL TOWN MEETING
APRIL 13, 2020
WARRANT**

COMMONWEALTH OF MASSACHUSETTS, PLYMOUTH SS

To either of the constables of the Town of Scituate, in said County

GREETINGS: In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of said Town qualified to vote in Elections and Town Affairs therein, to meet at the Scituate High School Gymnasium, 606 Chief Justice Cushing Highway on

MONDAY, THE THIRTEENTH DAY OF APRIL 2020 NEXT

At seven o'clock in the evening, then and there to act on the following articles:

ARTICLE 1. Unpaid Bills

To see if the Town will vote to transfer the sum of \$236.73, or a greater or lesser sum, for the purpose of paying prior fiscal year unpaid bills, or take any other action relative thereto.

Sponsored By: Board of Selectmen

Comments: This article would allow the Finance Department to pay bills totaling \$236.73 from the Fiscal Year ending June 30, 2019 which were not previously paid. The Town has received an invoice from Suzanne Otte for services to the Board of Health. It is a routine article which comes before most Special Town Meetings, and would be funded through Free Cash.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) in support of this article.

ARTICLE 2. FY 20 Budget Reconciliations

To see if the Town will vote to transfer from available funds in the Treasury the sum of \$252,406.00 or a greater or lesser sum, for the purpose of fully funding the following accounts established under Articles 4, 7 and 9 of the April 8, 2019 Annual Town Meeting as follows:

To	From	Amount
Water Enterprise Capital Outlay	Water Premiums Reserved for Capital	\$ 58,326.00
Sewer Enterprise Capital Outlay	Sewer Premiums Reserved for Capital	\$ 1,276.81
Sewer Enterprise Capital Outlay	Sewer Retained Earnings	\$ 42,803.19
Facilities Department	Free Cash	\$ 50,000.00
School Department	Free Cash	\$100,000.00

or take any other action relative thereto.

Sponsored By: Board of Selectmen

Comments: This article would rebalance the Fiscal Year 2020 budget approved at last year's Annual Town Meeting as follows:

Water Enterprise Capital Outlay (\$58,326.00)

The Information Technology Department received a \$200,000 grant to connect most of the Town buildings to the school fiber ring. \$58,326.00 is necessary to connect the Water Department to the fiber ring. This will be funded by Water Premiums reserved for Capital.

Sewer Enterprise Capital Outlay (\$1,276.81)

The Information Technology Department received a \$200,000 grant to connect most of the Town buildings to the school fiber ring. \$1,276.81 is necessary to connect the Wastewater Treatment Plant to the fiber ring. This will be funded by Sewer Premiums reserved for Capital.

Sewer Enterprise Capital Outlay (\$42,803.19)

The Information Technology Department received a \$200,000 grant to connect most of the Town buildings to the school fiber ring. \$42,803.19 is necessary to connect the Wastewater Treatment Plant to the fiber ring. This will be funded by Sewer Retained Earnings.

Facilities Department (\$50,000)

This \$50,000 expense is required to purchase disinfectant and cleaning equipment and supplies at town buildings to address the COVID-19 virus.

School Department (\$100,000)

This \$100,000 expense is required to purchase disinfectant and cleaning equipment and supplies at school buildings to address the COVID-19 virus.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) in support of this article.

ARTICLE 3. Community Preservation Act

To see if the Town will vote to hear and act on recommendations from the Community Preservation Committee (CPC) to appropriate the sums of money as indicated below. Appropriations for the items below are to be expended first from any existing reserves for the purposes of such item, with any excess to be appropriated from Community Preservation Undesignated Funds. All such sums appropriated are further to be expended subject to all terms and conditions of the applications regarding such projects filed with the CPC and the votes of the CPC regarding approval of such items.

1. \$30,154 From Community Preservation fund balance, to be reserved for the creation and support of Community Housing consistent with the Act; FY19 and FY20 previously voted set-asides were insufficient to meet the 10% requirement due to additional state match being received;

2. \$30,154 From Community Preservation fund balance, to be reserved for the acquisition and preservation of Historic Resources consistent with the Act; FY19 previously voted set-aside was insufficient to meet the 10% requirement due to additional state match being received;
3. \$25,000 From Community Preservation fund balance, to be reserved for acquisition and preservation of Open Space consistent with the Act; FY20 previously voted set-aside was insufficient to meet the 10% requirement due to additional state match being received;

Or take any other action relative thereto.

Sponsored by: Community Preservation Committee

Comments: This article would increase the amounts previously set-aside for Community Housing, Historic Preservation and Open Space in FY2019 and FY2020 as there were not sufficient to meet the 10% required amount after additional state match funds were received in those years. This is a matter of sound year-end accounting principles consistent with past years practices.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) in support of this article.

ARTICLE 4. Cedar Point Sewer Project

To see if the Town will vote to appropriate \$5,427,205.00 or lesser sum for the purpose of financing the construction of sewer pipe replacement in the Cedar Point area including without limitation all costs thereof, and contingent on approval by the Massachusetts Department of Environmental Protection, and to authorize the Board of Selectmen to assess 100% of the cost to the Town through a combination of betterment assessments under uniform unit method authorized by M.G.L. c. 83, § 15 and privilege fees authorized by M.G.L. c. 83, § 17, and the Board of Selectmen may determine what part of the cost shall be paid under each method, and further to authorize the Treasurer with the approval of the Board of Selectmen to borrow said sum; or take any other action relative thereto.

Sponsored By: Board of Selectmen

Comments: **Comments:** Previously the town had authorized \$2,500,000 in borrowing for this project and has been awarded another \$2,200,000 in grant money. Of this, \$427,205 in design and engineering contracts has already been awarded. However, the cost of the gravity system which was approved by the BOS after hearing the request of a group of the affected residents, is higher than initially thought, although not outside the range of possibilities discussed. A design construction estimate has been received at a cost of approximately \$9,700,000, which means that another \$5,427,205 will need to be appropriated, through debt. It is important to note that it is possible for this amount to be revised (downward) at Town Meeting as actual construction bids will have been received by then and may differ from the design estimate. This article would

provide additional funding UP TO \$5,427,205 for the construction of sewer pipe replacement for the Cedar Point area, and to authorize the Board of Selectmen (BOS) to assess betterments (to the affected area homes) to cover 100% of only this additional cost, and to authorize the Treasurer, with the approval of the BOS, to borrow said sum.

Note the recommendation of the town DPW director and the consultants was for an alternate, pressure system requiring pumps, which reportedly has a longer life, and a lower initial cost. However, this system was not approved as the affected residents were opposed to it and were willing to accept the more costly system at their additional expense. If nothing is done, the town could face punitive action from the DEP as there is significant leakage with the existing system.

The betterment, if assessed to the residents in the affected area (127 homes) will be paid at an interest rate of 5% by statute, over a period of twenty years, and will be used to pay debt service on the new borrowings. This equates to \$42,734 plus interest for each home.

The Advisory Committee unanimously recommended this request with a vote of 8-0; however, a significant factor in our decision was concern over losing the grant money if we do not act at this time.

ATM 04/2017 Art 3FF	\$ 2,500,000	
Massworks Grant	\$ 2,200,000	
Total Authorized Funds	\$ 4,700,000	
<i>less Design/Engineering Contracts Awarded to Date</i>		
Environmental Partners	\$ 349,705	Gravity system
Weston & Sampson	\$ 77,500	Pressurized system
Total Design	\$ 427,205	
Total Authorized Funds Remaining	\$ 4,272,795	
Latest construction estimate	\$ 9,700,000	
Additional Maximum Funding Needed	\$ 5,427,205	
Potential Betterment for 127 homes	\$ 42,734	

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) in support of this article.

**ANNUAL TOWN MEETING
APRIL 13, 2020
WARRANT**

COMMONWEALTH OF MASSACHUSETTS, PLYMOUTH SS

To either of the constables of the Town of Scituate, in said County

GREETINGS: In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of said Town qualified to vote in Elections and Town Affairs therein, to meet at the Scituate High School Gymnasium, 606 Chief Justice Cushing Highway on

MONDAY, THE THIRTEENTH DAY OF APRIL 2020 NEXT

At seven o'clock in the evening, then and there to act on the following articles:

ARTICLE 1. Compensation of Elected Officials

To see if the Town will vote to establish the salaries and compensation of all elected Town officials as follows for a sum totaling \$85,264.00, or a greater or lesser sum; or take any other action relative thereto:

SELECTMEN:	Chairman & Legitimate Expenses	\$ 1,500.00
SELECTMEN:	Members & Legitimate Expenses	\$ 2,000.00
		(4@\$500)
ASSESSORS:	Chairman & Legitimate Expenses	\$ 1,200.00
ASSESSORS:	Members & Legitimate Expenses	\$ 800.00
		(2@\$400)
TOWN CLERK:	Personal Services	\$79,764.00

Sponsored By: Board of Selectmen

Comments: This is an article whose passage is required annually to pay certain elected Town officials. There are no changes other than a cost of living adjustment of \$1,264 provided for Town Clerk.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) in support of this article.

ARTICLE 2. Reports of Boards and Committees

To see if the Town will vote to hear or act upon any reports from the town officers or committees; or take any other action relative thereto.

Sponsored By: Board of Selectmen

Comments: This article allows Town Meeting to receive reports from Town officials on the work of committees or projects of particular interest at the time of the meeting.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) in support of this article.

ARTICLE 3. Capital Improvement Plan

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds in the Treasury, in accordance with M.G.L. c. 44, §§ 7 and 8 and any other enabling authority, the following sums of money totaling \$21,641,607.00 or any greater or lesser sums as may be necessary, for the purpose of funding the costs of the Fiscal Year 2021 Capital Improvement Plan submitted in accordance with Section 6-6 of the Scituate Town Charter and outlined as follows; or take any other action relative thereto:

	Project	Department	Amount
A	Foreshore Repairs - FEMA 75% Reimb- Egypt Beach Berm	* DPW - Foreshore Protection	\$ 1,000,000
B	Foreshore Repairs - FEMA 75% Reimb - 3rd Cliff	* DPW - Foreshore Protection	\$ 12,000,000
C	Foreshore Protection	* DPW - Foreshore Protection	\$ 200,000
D	Replace 1985 John Deere Tractor	* DPW - Grounds	\$ 42,000
E	Truck 2-5, Medium Duty Dump Truck	DPW - Grounds	\$ 97,000
F	Log Chipper	DPW - Grounds	\$ 55,000
G	Roads & Sidewalks	DPW - Highway	\$ 200,000
H	Truck 1-2, Diesel Pick-up Truck	DPW - Highway	\$ 45,000
I	Replace 2006 Chevy Colorado	DPW-Engineering	\$ 35,000
J	Replace 2002 Ford Van	DPW-Engineering	\$ 35,000
K	MS4 Compliance	DPW-Engineering	\$ 50,000
L	Replace Facilities Handyman Vehicle	Facilities	\$ 32,000
M	Replace 2005 Admin Vehicle	Fire	\$ 50,000
N	Replace Ambulance	* Fire	\$ 365,000
O	Humarock Fire Station Quarters Replacement	* Fire	\$ 260,000
P	Simplivity Data Infrastructure	Information Technology	\$ 205,398
Q	Minot Beach Parking Lot	Recreation/DPW	\$ 291,709
R	Replace Carpeting - High School	School	\$ 65,000
S	High School Locker Rooms	* School	\$ 710,000
T	Replace SPED Vans	School	\$ 80,000
U	Wampatuck Portico	* School	\$ 175,000
V	School Technology	School	\$ 150,000
W	Wireless Smoke Detectors-Cushing & Hatherly	School	\$ 50,000
X	Cushing Accessibility Improvements	School	\$ 50,000
Y	Widows Walk Clubhouse Improvements	* Widows Walk Enterprise	\$ 1,817,000
Z	Infiltration/Inflow- Oceanside - Design	* Sewer Enterprise	\$ 300,000
AA	Inflow & Infiltration Measures	Sewer Enterprise	\$ 210,000
BB	Clarifier Launder Coating	Sewer Enterprise	\$ 75,000
CC	Sewer Main Inspection System	Sewer Enterprise	\$ 102,500
DD	Replace 1983 Tractor Yard Jockey	Transfer Station Enterprise	\$ 65,000
EE	Permanent Residuals Disposal Well 18B Treatment	* Water Enterprise	\$ 350,000
FF	Replace Water Mains	* Water Enterprise	\$ 2,000,000
GG	Chemical Feed System Replacement - 2 Locations	Water Enterprise	\$ 35,000

	Project	Department	Amount
HH	Replace 2005 Chevy Colorado Pick-up (#34)	Water Enterprise	\$ 48,000
II	10 Yr Meter replacement cycle program	* Water Enterprise	\$ 200,000
JJ	New 2500 4x4 Pick-up	Water Enterprise	\$ 48,000
KK	Replacement of 2004 Harbormaster Truck	Waterways Enterprise	\$ 43,000
LL	Replacement of Docks/Gangways Cole Pkwy Marina-Town Share	Waterways Enterprise	\$ 50,000
MM	Mooring Field Regrid Study	Waterways Enterprise	\$ 55,000

*Requires 2/3 vote

Sponsored By: Board of Selectmen/Capital Planning Committee

Comments: There is a total of \$21,641,607 in capital projects which have been recommended by the Town Administrator (TA) and by the Capital Committee (CC) for FY2021. Of this amount, \$13,000,000 are for foreshore repairs at Egypt Beach Berm (\$1,000,000) and Third Cliff (\$12,000,000) and will be 75% reimbursed by FEMA. Thus, the cost of total Capital Projects for FY21 is \$11,891,607 (\$21,641,607 less FEMA share at \$9,750,000). The net debt from the foreshore repairs after FEMA reimbursement is expected to be \$3,250,000. Of this, \$5,690,209 are to be funded from the requesting Enterprise Funds or debt issuance to be serviced from revenues generated from those funds. Capital projects expected to be funded from free cash, other general fund articles, meals tax, and borrowings are \$15,951,398, inclusive of the FEMA reimbursement. Please reference Sources and Uses spreadsheet prepared by Town Accountant.

Enterprise Funds:

All Enterprise Funds projects were unanimously recommended 8-0 by the Advisory Committee EXCEPT WHERE NOTED.

Widows Walk: \$1,817,000 is being sought for modest clubhouse improvements, to be funded by debt. The new construction will be built on the existing footprint, but the existing outside porch will be enclosed, which will increase the restaurant/bar capacity. With this project, the clubhouse will be made ADA compliant.

Interest and principal of approximately \$200,000 (based on a 3% interest rate over ten years) per year are expected to be paid from golfing revenues. Note the debt for building Widows Walk was fully paid off in 2017; debt service associated with that was approximately \$380,000 per year. Based on the historic ten-year average revenues less expenses of \$311,285, it is assumed that there will be sufficient funds to fully cover new debt service, and also leave a net operating surplus to be used for ongoing maintenance.

The Advisory Committee recommended this proposal by a vote of 7 to 1.

Water:

There is a total of \$2,681,000 in water projects recommended by the Town Administrator/Capital Committee (“TA/CC”).

Water Main replacements: \$2,000,000. This project would replace about 2.39 miles of the oldest and/or most problematic water mains in town; the strategy is to replace a portion of the 115 miles of line in the ground over time. It is expected that we will continue to field requests for

funding at approximately this level in subsequent years as we replace the oldest mains. This is expected to be funded by debt.

Other projects include:

Permanent Residuals Disposal Well 18B Treatment: \$350,000. This would fund the design/engineering and construction of sedimentation basins approved by DEP as part of the residuals management plan for Well 18B. This will allow approximately 200,000 gallons of filtered water/day to be added to the system. If not done, we would have to remove backwash water to the sewage plant at a cost of \$219,000 annually. This project would be debt funded. The following projects are expected to be funded by Water Retained Earnings and Water Capital Stabilization funds.

Water meter replacements: \$200,000 (also an ongoing project expected to be funded gradually over a multi-year period).

Other projects include two **vehicle** replacements (\$48,000 each) and a **Chemical Feed System** replacement at two locations (\$35,000). Note one of the vehicles was in an accident and deemed a total loss. The second is a vehicle for the recently hired Assistant Water Superintendent position.

Sewer:

There is a total of \$687,500 in projects recommended by the TA/Capital Committee. All projects are anticipated to be funded from Sewer Retained Earnings and Sewer Capital Stabilization fund. The Advisory Committee unanimously recommended all.

The most significant of these is for the **Design Portion of the Oceanside area**

Infiltration/Inflow (I&I), at an expected cost of \$300,000. Estimated cost for completion of project would be approximately \$4,800,000.

Other projects include **I & I pipe replacement for public lines** (\$210,000), **sewer main inspection system** (\$102,500), and **clarifier launder coating** (\$75,000).

Waterways:

There is a total of \$148,000 in recommended requests, all of which will be funded by Waterways Retained Earnings.

Projects include replacement of a 2004 **truck**, replacement of **docks and gangways** on Cole Parkway Marina (\$50,000), and \$55,000 to fund the cost of an engineering firm's **review of all the moorings** in the harbor with the plan to redesign in a more efficient way which could allow more moorings.

Note: Dock/mooring replacement at Cole Parkway Marina total project costs approximate \$1,000,000 over several years, with an expected \$250,000/year. A grant is being sought for the 2021 balance of \$200,000.

Transfer Station:

Total recommended requests: \$65,000, to be funded by Transfer Station Retained Earnings. The sole TA/CC recommended project is for a **Yard Jockey**, to replace a 1983 vehicle. This is used to move trailers around the site.

General Fund Projects:

All TA/CC recommended projects were unanimously recommended by the Advisory Committee, 8-0, EXCEPT WHERE NOTED.

DPW: Projects total \$759,000 EXCLUSIVE of \$13,000,000 in foreshore repairs expected to be 75% reimbursed by FEMA.

Foreshore repairs (FEMA): \$13,000,000. These represent repairs for four storms occurring over the past ten years (\$12,000,000) and Egypt Beach Berm (\$1,000,000). Town's 25% expected to be funded through debt.

Foreshore Protection (not FEMA): \$200,000. This represents the annual maintenance to existing foreshore protection structures and as such this amount is requested each year. It is expected to be funded from Free Cash and General Fund Capital Stabilization.

Grounds: \$194,000. This includes the replacement of a 1999 **dump truck** (\$97,000), a 1985 **tractor** (\$42,000), and a **log chipper** (\$55,000). These projects are expected to be funded from Free Cash, other General Fund articles and the Meals Tax Levy.

Following are expected to be funded largely from Free Cash:

Highway: \$245,000 include a \$200,000 annual request for **road and sidewalk repair and improvement** and the replacement of one 2006 **truck** (\$45,000).

Engineering: \$120,000 which includes two **vehicles**; one to replace one taken off the road, both at \$35,000 each, and \$50,000 for state mandated **stormwater management**, an annual expense.

SCHOOLS: TA/CC recommended projects total \$1,280,000.

Debt funded:

The costliest of these is the **renovation of the high school locker rooms**. This project represents phase 2 of 4 in the 2019 redesign of the locker rooms and addresses structural needs as well as better design to meet students' needs. These facilities are heavily used beyond the school day, including weekends. The 4-phase project to be completed in future years is estimated to cost approximately \$2,100,000-\$2,200,000 and includes the renovation of the gym. The Advisory Committee voted 6-2 in favor of recommending this project.

Wampatuck Portico replacement. \$175,000 would be used to remove and replace the existing structure (original to the 1957 building) with a reinforced climate appropriate portico. The Advisory Committee voted 7-1 in favor of recommending this proposal.

Free cash funded: The following projects were unanimously recommended by the Advisory Committee.

District wide Technology: Upgrade to technology hardware and software. This would cost \$150,000 and is part of a multi-year capital investment in technology across the district. IT would begin with replacement of obsolete WiFi access points and continue with hardware replacement of staff and student Chromebooks. The school department considers it to be an essential project.

Remaining projects include high school carpet replacement (\$65,000), the purchase of **two new Special Education vans** which would ultimately represent operating cost savings as district could take on routes it presently contracts out (\$80,000 annually), **wireless smoke detectors for Cushing and Hatherly schools** to bring them up to the same level as other elementary schools (\$50,000), and to address an Office of Civil Rights complaint, **Cushing Accessibility requests** – renovations to three bathrooms to improve accessibility (\$50,000).

Fire: Projects total \$577,398. All unanimously recommended by the Advisory Committee.

Replacement of one of the ambulances (\$315,000 of a \$365,000 cost). This vehicle would replace a 2003 Ford with over 100,000 miles on it. It will have the mandated electronic stretcher and mandated rollover protection. The estimated life would be nine years, of which six would be as a front-line ambulance and three as a backup. Note \$50,000 was approved in 2019 towards this for expenditure in 2020. Funding is anticipated from free cash and \$50,000 from the capital stabilization portion of the General Fund.

Humarock Fire Station Quarters replacement (\$260,000). This represents the last phase of the replacement of the 1941 built Humarock fire station. \$325,000 has been approved in the last two years, but due to unanticipated rising costs and additional code requirements (and requirement for State Capital Assets oversight), an additional \$260,000 is needed. The completed prefab building will be ADA compliant and will have space for a triage/treatment room. Funding is expected to be from borrowing.

The last recommended request is for a **new administration vehicle** to replace a fifteen-year-old unit at a cost of \$50,000. Funding is expected to be from free cash.

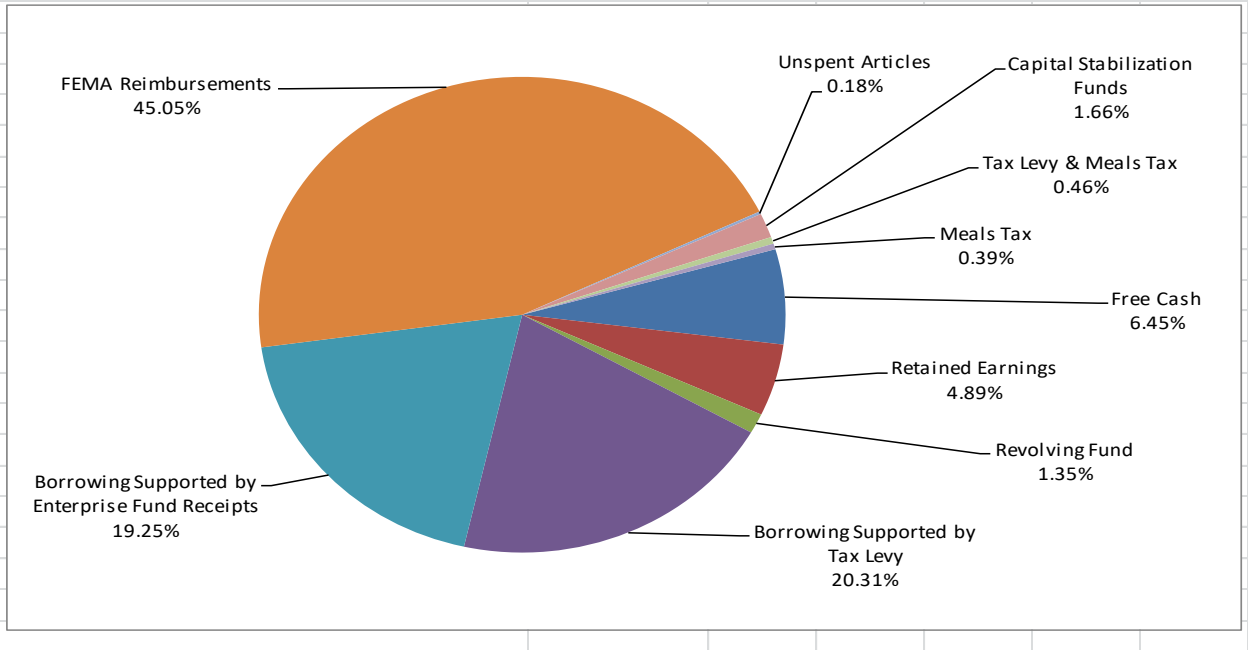
Facilities: \$32,000 to replace a 2005 vehicle.

IT: \$205,000 to replace existing infrastructure for all the town's servers and data (known as Simplify). As of 9/2019, Hewlett Packard ceased to support this software, should there be a malfunction or bug/security flaw. This system was purchased from Dell approximately four years ago; however, Dell was subsequently bought by HP. It is critical that this expenditure is made. Note the IT operating budget will decrease by approximately \$23,000 in each of the next three years as a three-year support agreement will be included with the initial purchase.

Recreation: \$291,709 is being requested to fund the construction of a second public parking lot at Minot Beach. This work will add new parking spaces and is expected to be fully funded from the receipts from beach sticker sales. Beach revolving fund balance is \$350,107.

Breakdown by Fund		
Funding Source	Fund	Amount
Free Cash	GF	\$ 1,395,839.07
Available Articles	GF	\$ 38,558.93
Capital Stabilization	GF	\$ 188,000.00
Tax Levy	GF	\$ 100,000.00
Meals Tax	GF	\$ 84,000.00
Borrowing	GF	\$ 4,395,000.00
FEMA reimbursement	GF	\$ 9,750,000.00
Total General Fund	GF	\$ 15,951,398.00
Retained Earnings	WTR	\$ 276,877.46
Available Articles	WTR	\$ 122.54
Borrowing	WTR	\$ 2,350,000.00
Water Capital Stabilization	WTR	\$ 54,000.00
Total Water Enterprise	WTR	\$ 2,681,000.00
Retained Earnings	SWR	\$ 569,404.00
Sewer Capital Stabilization	SWR	\$ 118,096.00
Total Sewer Enterprise	SWR	\$ 687,500.00
Retained Earnings	WWYS	\$ 148,000.00
Total Waterways Enterprise	WWYS	\$ 148,000.00
Retained Earnings	TRFSTN	\$ 64,000.00
Available Articles	TRFSTN	\$ 1,000.00
Total Transfer Station Enterprise	TRFSTN	\$ 65,000.00
Borrowing	Golf	\$ 1,817,000.00
Total Golf Enterprise	Golf	\$ 1,817,000.00
Revolving Fund	Beach	\$ 291,709.00
Total Beach Revolving	Beach	\$ 291,709.00
Grand Total		\$ 21,641,607.00

Breakdown by Funding Source		
Funding Source	Amount	%
Free Cash	\$ 1,395,839.07	6.4%
Retained Earnings	\$ 1,058,281.46	4.9%
Revolving Fund	\$ 291,709.00	1.3%
Borrowing Supported by Tax Levy	\$ 4,395,000.00	20.3%
Borrowing Supported by Enterprise Fund Receipts	\$ 4,167,000.00	19.3%
FEMA Reimbursements	\$ 9,750,000.00	45.1%
Unspent Articles	\$ 39,681.47	0.2%
Capital Stabilization Funds	\$ 360,096.00	1.7%
Tax Levy & Meals Tax	\$ 100,000.00	0.5%
Meals Tax	\$ 84,000.00	0.4%
Grand Total	\$ 21,641,607.00	100.0%



Recommendation: The Advisory Committee recommends approval of this article.
Advisory Committee Vote: Unanimous vote (8-0) in support of all items except items S, U or Y. Majority vote of 7-1 in favor of items U & Y and majority vote of 6-2 in favor of item S.

ARTICLE 4. Fiscal Year 2021 Operating Budget

To see if the Town will vote to raise and appropriate, and/or transfer from available funds in the Treasury, the sum of \$82,919,384.00 or a greater or lesser sum, for the purpose of funding personal services and expenses for Town operations as may be necessary for the ensuing Fiscal Year commencing July 1, 2020; or take any other action relative thereto.

Article 4						
Fiscal Year 2021 Operating Budget						
			FY 2020 Appropriated	FY 2021 Selectmen	FY 2021 Advisory	% of total
		Board of Selectmen				
		Town Administrator				
123	510	Personal Services	\$ 352,240	\$ 343,496	\$ 343,496	
	520	Purchase of Services	\$ 163,759	\$ 188,760	\$ 188,760	
	530	Town Counsel	\$ 130,000	\$ 130,000	\$ 130,000	
	532	Contract Bargaining	\$ 110,000	\$ 113,354	\$ 113,354	
	540	Materials & Supplies	\$ 7,400	\$ 7,400	\$ 7,400	
	599	Salary Adjustments	\$ 10,000	\$ 10,000	\$ 10,000	
			\$ 773,399	\$ 793,010	\$ 793,010	0.96%
		Advisory Committee				
131	510	Personal Services	\$ 2,198	\$ 2,434	\$ 2,434	
	520	Purchase of Services	\$ 250	\$ 250	\$ 250	
	540	Materials & Supplies	\$ 4,300	\$ 4,300	\$ 4,300	
			\$ 6,748	\$ 6,984	\$ 6,984	0.01%
132		Reserve Fund				
	570	Transfers	\$ 75,000	\$ 75,000	\$ 75,000	0.09%
135		Finance Director/Town Accountant				
	510	Personal Services	\$ 331,725	\$ 345,549	\$ 345,549	
	520	Purchase of Services	\$ 65,200	\$ 55,700	\$ 55,700	
	540	Materials & Supplies	\$ 1,300	\$ 1,300	\$ 1,300	
			\$ 398,225	\$ 402,549	\$ 402,549	0.49%
		Assessors				
141	510	Personal Services	\$ 198,803	\$ 204,200	\$ 204,200	
	520	Purchase of Services	\$ 23,950	\$ 31,600	\$ 31,600	
	540	Materials & Supplies	\$ 500	\$ 500	\$ 500	
			\$ 223,253	\$ 236,300	\$ 236,300	0.28%
		Treasurer/Collector				
145	510	Personal Services	\$ 305,592	\$ 311,880	\$ 311,880	
	520	Purchase of Services	\$ 99,025	\$ 99,025	\$ 99,025	
	540	Materials & Supplies	\$ 9,000	\$ 9,000	\$ 9,000	
			\$ 413,617	\$ 419,905	\$ 419,905	0.51%
155		Information Technology				
	510	Personal Services	\$ 176,278	\$ 196,501	\$ 196,501	
	520	Purchase of Services	\$ 233,500	\$ 320,665	\$ 320,665	
	540	Materials & Supplies	\$ 500	\$ 500	\$ 500	
	580	Capital Outlay	\$ 14,000	\$ 50,000	\$ 50,000	
			\$ 424,278	\$ 567,666	\$ 567,666	0.68%

Article 4						
Fiscal Year 2021 Operating Budget						
			FY 2020 Appropriated	FY 2021 Selectmen	FY 2021 Advisory	% of total
		Tax Foreclosures				
158	521	Tax Foreclosures	\$ 39,000	\$ 39,000	\$ 39,000	
			\$ 39,000	\$ 39,000	\$ 39,000	0.05%
159		Cable TV				
	510	Personal Services	\$ 104,245	\$ 109,263	\$ 109,263	
	520	Purchase of Services	\$ 6,500	\$ 6,500	\$ 6,500	
	540	Materials & Supplies	\$ 2,000	\$ 2,000	\$ 2,000	
	580	Capital Outlay	\$ 150,000	\$ 150,000	\$ 150,000	
			\$ 262,745	\$ 267,763	\$ 267,763	0.32%
161		Town Clerk				
	510	Personal Services	\$ 182,642	\$ 206,316	\$ 206,316	
	520	Purchase of Services	\$ 31,615	\$ 42,842	\$ 42,842	
	540	Materials & Supplies	\$ 4,530	\$ 5,130	\$ 5,130	
			\$ 218,787	\$ 254,288	\$ 254,288	0.31%
171		Planning & Community Development				
175	510	Personal Services	\$ 736,194	\$ 796,937	\$ 796,937	
176	520	Purchase of Services	\$ 69,575	\$ 66,600	\$ 66,600	
182	540	Materials & Supplies	\$ 3,925	\$ 3,450	\$ 3,450	
241			\$ 809,694	\$ 866,987	\$ 866,987	1.05%
192		Property/Liability Insurance				
	570	Expenses	\$ 743,052	\$ 780,204	\$ 780,204	0.94%
		Total General Government	\$ 4,387,798	\$ 4,709,656	\$ 4,709,656	5.68%
210		Police				
	510	Personal Services	\$ 3,662,711	\$ 3,732,091	\$ 3,732,091	
	520	Purchase of Services	\$ 117,249	\$ 125,039	\$ 125,039	
	540	Materials & Supplies	\$ 101,412	\$ 107,450	\$ 107,450	
	580	Capital Outlay	\$ 166,005	\$ 169,820	\$ 169,820	
			\$ 4,047,377	\$ 4,134,400	\$ 4,134,400	4.99%
220		Fire				
	510	Personal Services	\$ 4,855,866	\$ 5,035,736	\$ 5,035,736	
	520	Purchase of Services	\$ 56,767	\$ 57,187	\$ 57,187	
	540	Materials & Supplies	\$ 165,491	\$ 166,991	\$ 166,991	
			\$ 5,078,124	\$ 5,259,914	\$ 5,259,914	6.34%
230		Combined Public Safety Dispatch				
	510	Personal Services	\$ 591,733	\$ 599,878	\$ 599,878	
	520	Purchase of Services	\$ 2,000	\$ -	\$ -	
	540	Materials & Supplies	\$ 200	\$ 200	\$ 200	
			\$ 593,933	\$ 600,078	\$ 600,078	0.72%

Article 4						
Fiscal Year 2021 Operating Budget						
			FY 2020 Appropriated	FY 2021 Selectmen	FY 2021 Advisory	% of total
295	Shellfish					
	510	Personal Services	\$ 8,000	\$ 8,000	\$ 8,000	
	520	Purchase of Services	\$ 250	\$ 200	\$ 200	
	540	Materials & Supplies	\$ 400	\$ 600	\$ 600	
			\$ 8,650	\$ 8,800	\$ 8,800	0.01%
	Total Public Safety		\$ 9,728,084	\$ 10,003,192	\$ 10,003,192	12.06%
300	School Committee					
	505	School Expenses	\$ 38,504,193	\$ 40,456,060	\$ 40,456,060	48.77%
310	South Shore Regional School					
	560	Intergovernmental	\$ 792,870	\$ 691,301	\$ 691,301	0.83%
	Total Schools		\$ 39,297,063	\$ 41,147,361	\$ 41,147,361	49.61%
	Public Works					
400	510	Personal Services	\$ 1,743,732	\$ 1,779,797	\$ 1,779,797	
	520	Purchase of Services	\$ 495,829	\$ 497,284	\$ 497,284	
	540	Materials & Supplies	\$ 164,780	\$ 168,620	\$ 168,620	
	580	Capital Outlay	\$ 296,998	\$ 528,734	\$ 528,734	
			\$ 2,701,339	\$ 2,974,435	\$ 2,974,435	3.59%
410	Facilities					
	510	Personal Services	\$ 333,228	\$ 356,613	\$ 356,613	
	520	Purchase of Services	\$ 377,070	\$ 438,968	\$ 438,968	
	540	Materials & Supplies	\$ 209,547	\$ 228,955	\$ 228,955	
	580	Capital Outlay	\$ 103,000	\$ 53,090	\$ 53,090	
			\$ 1,022,845	\$ 1,077,626	\$ 1,077,626	1.30%
423	Snow & Ice					
	510	Personal Services	\$ 107,905	\$ 107,906	\$ 107,906	
	520	Purchase of Services	\$ 176,909	\$ 176,909	\$ 176,909	
	540	Materials & Supplies	\$ 212,299	\$ 212,299	\$ 212,299	
			\$ 497,113	\$ 497,114	\$ 497,114	0.60%
424	Street Lights & Beacons					
	520	Purchase of Services	\$ 120,000	\$ 135,000	\$ 135,000	0.16%
	Total Public Works		\$ 4,341,297	\$ 4,684,175	\$ 4,684,175	5.65%

Article 4						
Fiscal Year 2021 Operating Budget						
			FY 2020 Appropriated	FY 2021 Selectmen	FY 2021 Advisory	% of total
510	Board of Health					
	510	Personal Services	\$ 280,875	\$ 289,071	\$ 289,071	
	520	Purchase of Services	\$ 14,575	\$ 12,575	\$ 12,575	
	540	Materials & Supplies	\$ 1,735	\$ 1,735	\$ 1,735	
	580	Capital Outlay	\$ 125	\$ 125	\$ 125	
			\$ 297,310	\$ 303,506	\$ 303,506	0.37%
541	Council on Aging					
	510	Personal Services	\$ 179,523	\$ 188,215	\$ 188,215	
	520	Purchase of Services	\$ 19,900	\$ 15,100	\$ 15,100	
	540	Materials & Supplies	\$ 2,200	\$ 2,200	\$ 2,200	
	580	Capital Outlay	\$ 500	\$ 500	\$ 500	
			\$ 202,123	\$ 206,015	\$ 206,015	0.25%
543	Veterans Agent					
	510	Personal Services	\$ 82,761	\$ 86,337	\$ 86,337	
	520	Purchase of Services	\$ 124,950	\$ 125,650	\$ 125,650	
	540	Materials & Supplies	\$ 1,250	\$ 1,325	\$ 1,325	
			\$ 208,961	\$ 213,312	\$ 213,312	0.26%
549	Commission on Disabilities					
	520	Purchase of Services	\$ 4,700	\$ 5,000	\$ 5,000	
	540	Materials & Supplies	\$ 300	\$ -	\$ -	
			\$ 5,000	\$ 5,000	\$ 5,000	0.01%
	Total Health & Human Services		\$ 713,394	\$ 727,833	\$ 727,833	0.88%
610	Library					
	510	Personal Services	\$ 809,056	\$ 827,441	\$ 827,441	
	520	Purchase of Services	\$ 133,120	\$ 142,557	\$ 142,557	
	540	Materials & Supplies	\$ 130,250	\$ 135,250	\$ 135,250	
	580	Capital Outlay	\$ -	\$ 2,000	\$ 2,000	
			\$ 1,072,426	\$ 1,107,248	\$ 1,107,248	1.34%
630	Recreation					
	510	Personal Services	\$ 142,577	\$ 154,108	\$ 154,108	
	520	Purchase of Services	\$ 1,045	\$ 1,419	\$ 1,419	
	540	Materials & Supplies	\$ 150	\$ 150	\$ 150	
	580	Capital Outlay	\$ 500	\$ -	\$ -	
			\$ 144,272	\$ 155,677	\$ 155,677	0.19%

Article 4						
Fiscal Year 2021 Operating Budget						
			FY 2020 Appropriated	FY 2021 Selectmen	FY 2021 Advisory	% of total
650	Beautification					
	540	Materials & Supplies	\$ 23,650	\$ 25,000	\$ 25,000	
			\$ 23,650	\$ 25,000	\$ 25,000	0.03%
691	Historical Buildings					
	520	Purchase of Services	\$ 19,100	\$ 20,200	\$ 20,200	
			\$ 19,100	\$ 20,200	\$ 20,200	0.02%
	Total Recreation & Resources		\$ 1,259,448	\$ 1,308,125	\$ 1,308,125	1.58%
720	Debt & Interest					
	590	Debt Service	\$ 7,562,027	\$ 7,513,308	\$ 7,513,308	9.06%
			\$ 7,562,027	\$ 7,513,308	\$ 7,513,308	9.06%
911	Plymouth County Retirement					
	512	Other Personal Services	\$ 4,972,962	\$ 5,326,418	\$ 5,326,418	6.42%
912	Workers' Compensation					
	515	Employee Benefits	\$ 210,000	\$ 387,875	\$ 387,875	0.47%
913	Unemployment Insurance					
	515	Employee Benefits	\$ 65,000	\$ 65,000	\$ 65,000	0.08%
914	Contributory Group Insurance					
	515	Employee Benefits	\$ 6,116,275	\$ 6,265,804	\$ 6,265,804	7.56%
916	Federal Taxes					
	515	Employee Benefits	\$ 750,613	\$ 780,637	\$ 780,637	0.94%
	Total Employee Benefits		\$ 12,114,850	\$ 12,825,734	\$ 12,825,734	15.47%
	Total General Fund		\$ 79,403,961	\$ 82,919,384	\$ 82,919,384	100.00%

Sponsored By: Board of Selectmen

Comments: Overall FY 21 submitted departmental budget requests were \$3,515,423 over FY 20. The balanced budget supports level services. Local receipts and state aid are level funded within the Financial Forecast. The 2019 Free Cash was certified at \$2,501,361, which enabled the Town to address the capital plan in the preferred pay as you go method instead of utilizing borrowing or deferring projects and to apply funds to the COVID-19 crisis.

The Fiscal Year 20 year-to-date revenues and expenses are currently trending within the financial forecast as of the end of February 2020.

Personnel. The Facilities Department reflects an additional 15 hours per week of custodial staffing for one quarter to reflect the needs of the senior center. The Facilities Department currently has three FT and one 15 hour per week PT custodian for all the municipal buildings, exclusive of the six schools. Budgets reflect estimated cost of living increases as the collective bargaining agreements expire as of June 30, 2020 and active negotiations were ongoing as of the time of the writing of this comment. Please refer to the School Budget summary earlier in this booklet for details on changes in school staffing.

Fixed Costs continue to be major budget drivers and for FY 21 these budget lines have increased as follows:

Line Item	FY 21 Rec Amount	Variance over FY 20
Pension assessment	\$ 5,221,978	\$ 346,525
Other Post-Employment Benefits	\$ 104,440	\$ 6,931
Health Insurance	\$ 6,265,804	\$ 149,529
General Liability Insurance	\$ 780,204	\$ 37,152
FICA	\$ 780,637	\$ 30,024
Unemployment	\$ 65,000	\$ 0
Regional School Assessments	\$ 691,301	(\$101,569)

Foreshore Protection and Road Improvements: Due to increases in local aid from the Commonwealth and increases in FY20 new growth, the roads and seawalls account has been restored to \$400,000 for FY21. There is also a capital allocation for both roadway improvements and foreshore protection of \$200,000 each in the capital plan. The capital plan also recommended \$13,000,000 in repairs to foreshore protection supported with 75% from FEMA in reimbursements from damages sustained in Storms Sandy (2012), Nemo (2013), Juno (2-15) and Riley (2018). Road improvements are also supported by an anticipated disbursement of Chapter 90 funds from the Commonwealth in an estimated amount of \$559,609.

FY 2021 Summary

- **Recommended level services budget**
- No Free Cash has been used as an offset for the operating budget
- No use of the Stabilization Fund has been used as an offset
- Allocates required funding for union/nonunion step increases for estimated contract negotiations/settlements
- Provides \$400,000.00 in funding for foreshore protection services/projects and road improvements in the operational budget as well as additional funding from the Commonwealth, the federal government and through the capital plan.

Revenues

- Local Aid projections reflect the aid and assessments contained in the Governor’s FY21 proposed budget
- Local Receipts have been level funded to FY20
- Meals Tax revenue has been allocated to promote economic development (\$46,000), fund future capital projects (\$84,000) and to offset the debt exclusion impact to taxpayers of the middle school and public safety projects (\$100,000).
- The unallocated Free Cash is \$343,047 assuming all proposals in the special and annual town meetings are acted upon favorably.

Several members of the Advisory Committee expressed concern over the funding level of the pension and other post-employment benefits due to the town retirees, the special education reserve fund, the staffing level of the library and foreshore protection.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) in support of this article.

ARTICLE 5. Waterways Enterprise Fund

To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds in the Treasury, the sum of \$1,041,690.00, or a greater or lesser sum, for the purpose of funding the Waterways Enterprise Fund for the ensuing fiscal year commencing July 1, 2020; or take any other action relative thereto.

Personal Services	\$ 424,436
Other Expenses	\$ 617,254
Total	\$ 1,041,690

Sponsored By: Board of Selectmen

Comments: The Advisory Committee voted to approve this as there is no increase from last year, and the Waterways Enterprise Fund is self-funding.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) in support of this article.

ARTICLE 6. Golf Course Enterprise Fund

To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds in the Treasury the sum of \$1,059,588.00, or a greater or lesser sum, for the purpose of funding the Widow's Walk Golf Course for the ensuing fiscal year commencing July 1, 2020; or take any other action relative thereto.

Personal Services	\$ 228,953
Other Expenses	\$ 830,635
Total	\$ 1,059,588

Sponsored By: Board of Selectmen

Comments: The Golf Course Enterprise budget reflects only previously agreed contractual obligations for salaries. There are no additions to staff, although there will be a replacement hire for Golf Director Bob Sanderson who is retiring in May. The cost to replace is not known. The operating budget is self-supporting and does not rely on retained earnings. The Advisory Committee supports this Article.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) in support of this article.

ARTICLE 7. Wastewater Enterprise Fund

To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds in the Treasury the sum of \$3,353,665.00, or a greater or lesser sum, for the purpose of funding Wastewater Treatment Plant operations and expenses, for the ensuing fiscal year commencing July 1, 2020; or take any other action relative thereto.

Personal Services	\$	574,303
Other Expenses	\$	2,779,362
Total	\$	3,353,665

Sponsored By: Board of Selectmen

Comments: The Wastewater (Sewer) Enterprise budget reflects contractual increases for salaries but no new personnel. The main budget drivers are personnel costs, chemical supplies, equipment parts and repair & maintenance. The overall budget increase from the April ATM FY20 voted budget is 3.0%. Additional funds were added to the budget for increasing electricity, chemical and repair and maintenance costs at the November 2019 STM. The operational budget does not rely on any retained earnings and is self-supporting.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) in support of this article.

ARTICLE 8. Transfer Station Enterprise Fund

To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds in the Treasury the sum of \$1,336,297.00, or a greater or lesser sum, for the purpose of funding the Landfill and Transfer Station operations and expenses for the ensuing fiscal year commencing July 1, 2020; or take any other action relative thereto.

Personal Services	\$	278,507
Other Expenses	\$	1,057,790
Total	\$	1,336,297

Sponsored By: Board of Selectmen

Comments: The Transfer Station Enterprise budget reflects contractual increases for salaries but no new personnel. The hauling costs remain elevated due to current market conditions. The overall budget increase from the April ATM FY20 voted budget is 6.7%. Additional funds were added to the budget for increased hauling costs at the November 2019 STM. The operational budget does not rely on any retained earnings and is self-supporting.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) in support of this article.

ARTICLE 9. Water Enterprise Fund

To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds in the Treasury, the sum of \$4,967,332.00, or a greater or lesser sum, for the purpose of funding Water Division operations and expenses for the ensuing fiscal year commencing July 1, 2020; or take any other action relative thereto.

Personal Services	\$	1,144,288
Other Expenses	\$	3,823,044
Total	\$	4,967,332

Sponsored By: Board of Selectmen

Comments: The Advisory Committee unanimously supports this article. This is done every year to fund the Water Division operations for the ensuing fiscal year.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) in support of this article.

ARTICLE 10. Stabilization Fund Excess Levy

To see if the Town will vote to raise and appropriate the difference between the levy net and the levy limit to the Stabilization Fund, in accordance with M.G.L. c. 40, § 5B; or take any other action relative thereto.

Sponsored By: Board of Selectmen

Comments: This article would appropriate funds to the Stabilization Fund, which serves as the town's "rainy day" account. The amount to be appropriated would be the remainder of the Fiscal Year 2021 levy limit (the total amount the town may raise in taxes) after the levy net, which is the amount needed to pay for services provided by the town, is removed. By state law, the levy limit is the amount raised through taxation in the previous fiscal year plus an additional 2.5%, taxation on new property, and any capital or debt exclusions from overrides. The Stabilization Fund is an important emergency cushion for the town which may be used for unforeseen

expenses. In the last five years, this article has resulted in \$1,300,000 being added to the Stabilization Fund. The current balance in this fund, prior to action on this article, is \$4,543,018.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) in support of this article.

ARTICLE 11. Revolving Fund Limits

To see if the Town will vote to set the annual spending limits for the revolving funds authorized under General Bylaw Section 10260 for Fiscal Year 2021, in accordance with M.G. L., c. 44, § 53E1/2 as follows; or take any other action relative thereto.

Revolving Fund	FY21 Expenditure Limit
Senior Center Programming	\$35,000
Planning Board Application	\$15,000
Food Establishment Inspection	\$35,000
School Transportation	\$400,000
Beach Sticker	\$500,000
Public Health Vaccinations	\$30,000
Wind Turbine	\$450,000
Maintenance of Public Ways	\$10,000
GATRA Transport	\$130,000
Solar Array	\$450,000

Sponsored By: Board of Selectmen

Comments: This article authorizes the annual spending limits to provide the designated services or programs for each revolving fund.

The expenditure limits for FY 2021 for the MGL Chapter 44, §53E1/2 revolving funds are based on FY19 actual expenditures. The beach sticker revolving limit has been increased to reflect the Minot Beach parking lot capital project of \$291,709 which would be funded from the beach sticker revolving fund.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) in support of this article.

ARTICLE 12. Community Preservation

To see if the Town will vote to hear and act on recommendations from the Community Preservation Committee (the “CPC”) on the Fiscal Year 2021 Community Preservation budget and pursuant to M,G.L. c. 44B (the “Act”) to appropriate and/or reserve the sums of money as indicated below (i) to meet the administrative expenses and all other necessary and proper

expenses of the CPC for Fiscal Year 2021; (ii) for the acquisition, creation, and preservation of open Space; (iii) for the acquisition, creation, preservation, rehabilitation, and restoration of land for recreational use; (iv) for the acquisition, preservation, rehabilitation, and restoration of historic resources; and (v) for the creation, acquisition, preservation and support of community housing. Appropriations for the items below are to be expended first from any existing reserves for the purposes of such item, then appropriated from Community Preservation FY 2021 estimated revenues, with any excess to be appropriated from Community Preservation unreserved funds unless otherwise specified below. All such sums appropriated are further to be expended subject to all if the terms and conditions of the applications regarding such projects filed with the CPC and the votes of the CPC regarding approval of such items; or take any other action relative thereto.

1. \$230,483 From Community Preservation FY 2021 estimated revenues, to be reserved for the creation and support of Community Housing consistent with the Act;
2. \$230,483 From Community Preservation FY 2021 estimated revenues, to be reserved for the acquisition and preservation of Historic Resources consistent with the Act;
3. \$230,483 From Community Preservation FY 2021 estimated revenues, to be reserved for acquisition and preservation of Open Space consistent with the Act;
4. \$57,621 From Community Preservation FY 2021 estimated revenues, for Administrative Expense of the Community Preservation Committee;
5. \$716,100 From Community Preservation FY 2021 estimated revenues for payment of debt relevant to the Athletic Field Renovation Project voted as Article 12 ATM 04/2019;
6. \$315,000 For Recreation Purposes — P J Steverman Skate Park;
7. \$900,000 For Historic Resources — Mordecai Lincoln Property Acquisition;

Sponsored By: Community Preservation Committee

Community Preservation Project Summaries

P.J. Steverman Skate Park - \$315,000 (Recreation)

The P.J. Steverman Skate Park was gifted to town in 1996 by the Steverman family. Since then the family and the Friends of Scituate Recreation (FOSR) have maintained the park and provided funds to do so. This is a heavily used facility that is used all year round weather permitting. The rink requires major rehabilitation which includes a new surface and side boards. The FOSR is seeking \$315,000 to complete this major rehabilitation of the skate park. The Steverman family will continue to provide goal nets, bench repairs and plaques as they have in the past. In addition, the FOSR is donating \$10,000 to the town specifically for maintenance of the rink. A separate fund will be set up within the town to hold and use that money for rink maintenance.

This type of donation will be a model for future CPC projects where maintenance monies are needed for a facility. This project is supported by many town organizations.

The CPC committee voted unanimously to approve this request.

Mordecai Lincoln Property - \$900,000

(Historic)

The Scituate Historical Commission is proposing the purchase of the Mordecai Lincoln Homestead and Mill Complex for \$900,000 for historic preservation, open space and recreational uses for the residents and visitors to Scituate.

The complex consists of four buildings: the Mordecai Lincoln home (built in 1695), a second house built in 1850, the mill building and a shed. The buildings reside on 5.6 acres of land abutting the Gulf (also spelled Gulph) River in North Scituate. If approved and purchased, the property would be owned by the Town similar to other historic properties including Lawson Tower, Bates House, Cudworth House and Scituate Lighthouse.

This is one of the most significant, unprotected historical properties in Scituate. The main house, built in 1695, was home to Mordecai Lincoln, President Lincoln's great, great, great grandfather. Mordecai is the son of Samuel Lincoln, the first Lincoln to settle in America. The site is the early boundary line between Plymouth and Massachusetts Bay colonies. The actual marking stones of the boundary are located next to and under the Mill. The Mordecai Lincoln neighborhood is identified as an eligible National Register Historic District.

The property is surrounded on three sides by the Gulf River and is an extremely desirable waterfront location in North Scituate. It has been described as a micro World's End. A conservation restriction would be held by Wildland Trust on this property preserving it forever.

Proposed Uses of the property include:

- Historic Education and Tours – the house and mill complex will be open to the public at various times during the year. The Scituate Historic Society Trustees voted to support the purchase of the complex and offer assistance with historical interpretation
- Recreation – potential for a kayak/canoe launching area, fishing, and nature trails. The Recreation Commission is interested in using the property for programs
- Passive Recreation – a wide expanse of lawn down to the river make the property a great location for walking and exploring

The main house, small house, mill and shed have all had significant maintenance done recently including a new roof on the main house, siding and windows on the mill and roof, siding and repairs on the shed. While the buildings are old they are well maintained. Two of the buildings can be rented to provide income for maintenance and care of the property. A rental arrangement and care of the property could be made in agreement with the town.

There is some urgency on purchase of property as this would be a prime location for commercial or residential development.

The CPC committee voted unanimously to approve this request.

Comments: This article appropriates funds for required reserve set-asides, administrative costs, debt service and various projects approved by the Community Preservation Committee. The CPC will be voting their projects at their February meeting:

1. \$230,483 From Community Preservation FY 2021 estimated revenues, to be reserved for the creation and support of Community Housing consistent with the Act;
2. \$230,483 From Community Preservation FY 2021 estimated revenues, to be reserved for the acquisition and preservation of Historic Resources consistent with the Act;
3. \$230,483 From Community Preservation FY 2021 estimated revenues, to be reserved for acquisition and preservation of Open Space consistent with the Act;
4. \$57,621 From Community Preservation FY 2021 estimated revenues, for Administrative Expense of the Community Preservation Committee;
5. \$716,100 From Community Preservation FY 2021 estimated revenues for payment of debt relevant to the Athletic Field Renovation Project voted as Article 12 ATM 04/2019;
6. \$315,000 For Recreation Purposes – P J Steverman Skate Park;
7. \$900,000 For Historic Resources – Mordecai Lincoln Property Acquisition;

P.J. Steverman Skate Park - \$315,000 (Recreation)

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The CPC committee voted unanimously to approve this request.

Mordecai Lincoln Property - \$900,000 (Historic)

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The complex consists of four buildings: the Mordecai Lincoln home (built in 1695), a second house built in 1850, the mill building and a shed. The buildings reside on 5.6 acres of land abutting the Gulf (also spelled Gulph) River in North Scituate. If approved and purchased, the property would be owned by the Town similar to other historic properties including Lawson Tower, Bates House, Cudworth House and Scituate Lighthouse.

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- Passive Recreation – a wide expanse of lawn down to the river make the property a great location for walking and exploring

The main house, small house, mill and shed have all had significant maintenance done recently including a new roof on the main house, siding and windows on the mill and roof, siding and repairs on the shed. While the buildings are old they are well maintained. Two of the buildings can be rented to provide income for maintenance and care of the property. A rental arrangement and care of the property could be made in agreement with the town.

There is some urgency on purchase of property as this would be a prime location for commercial or residential development.

The CPC committee voted unanimously to approve this request.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) on items #1-6 and majority vote (7-1) on item #7.

ARTICLE 13. Community Preservation Act Reconciliations

To see if the Town will vote to hear and act on recommendations from the Community Preservation Committee to rescind the balance of funds authorized but unexpended totaling \$36,776.14, or a greater or lesser sum, and to transfer said funds into the Reserve or General Fund Balance from which they were originally appropriated, in accordance with the provisions of the Community Preservation Act, or take any other action relative thereto.

<u>Project</u>	<u>Authorization</u>	<u>Amount</u>
Evaluation of Lawson Tower as Museum	ATM 04/2016, Art 12-8	\$10,000.00
Central Park Windows II	STM 11/2017, Art 6-2	\$23,792.18
Civil War Book Restoration	ATM 04/2018, Art 12-7	\$923.70
Wampatuck Playground	STM 11/2018, Art 7-2	\$2,060.26

Sponsored By: Community Preservation Committee

CPC Comments: All projects above, except the Lawson Tower project, have been completed. The Lawson Tower project was withdrawn.

Comments: This article transfers surplus balances from various completed CPC projects back into the CPC Reserve for future projects upon certification from the applicants that their project is complete or cannot move forward. The CPC voted the following rescissions at their February meeting of \$36,776.14 to be considered at the April 2020 annual town meeting. By consistently reviewing older projects, the Community Preservation Committee maximizes the funds available for new projects.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) in support of this article.

ARTICLE 14. Amend Rate of Room Occupancy Excise Tax

To see if the Town will vote to amend the local room occupancy excise under such M.G.L. c. 64G, § 3A, to take effect on July 1, 2020 to four percent (4%), on the rental of rooms in hotels, motels, lodging houses and bed and breakfast establishments in the Town, as provided by such law; or take any other action related thereto.

Sponsored By: Board of Selectmen

Comments: This lowers the current tax on room rentals for hotels, motels and AirBNB from the current 6% tax to 4%. This will put Scituate in line with other towns in the area that have also lowered to a 4% rate and keeps our local businesses and entrepreneurs at a competitive advantage. It was understood that this would not have a significant impact on excise tax collection.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Majority vote (7-0-1) in support of this article.

ARTICLE 15. Local Option Acceptance – SPED Reserve Fund

To see if the Town will vote to accept M.G.L. c. 40, §13E to establish a Special Education (SPED) Reserve Fund to pay for unanticipated or unbudgeted costs for special education, out of district tuition or transportation; or take any other action relative thereto.

Sponsored By: School Committee

Comments: It is difficult to predict fluctuations in the cost of providing services for children with special needs. Children move into and out of the school system, Scituate Public Schools develops IEPs (Individualized Education Program) for children with special needs and therefore is not in full control of costs, and students' individual needs have been increasing.

Federal law requires that schools provide services to children with special needs.

The creation of a Special Education (SPED) Reserve Fund would allow Scituate Public Schools to appropriate or transfer money to the reserve fund that can then be used in subsequent years to pay for unbudgeted or unanticipated costs. Currently, SPS does not have the ability to retain savings.

This article is a local option acceptance of MGL Chapter 40, Section 13E to establish a Special Education Reserve Fund to pay for unanticipated or unbudgeted costs for special education, out of district tuition, or transportation. It requires a vote of Town Meeting to allocate funds to the fund and a vote from both School Committee and Board of Selectmen to remove funds from the fund. The balance of the fund cannot exceed 2% of the Town's net school spending (FY18 Net School Spending x 2% = \$835,033).

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Majority vote (7-1) in support of this article.

ARTICLE 16. Sale of Council on Aging and Minot Fire Station properties

To see if the Town will vote to transfer to the Board of Selectmen for the purpose of selling, and authorize the Board of Selectmen to sell on such terms and conditions as it deems in the best interests of the Town, the existing Council on Aging property as shown on assessors' map 50-6-0-A located at 27 Brook Street and the former Minot Fire Station property as shown on Assessors' map 15-3-A-0 located at 9 Mitchell Avenue; and further to appropriate the proceeds from said sales to reduce the cost of the new senior center authorized in Article 1 of the May 13, 2019 special town meeting, and to authorize the Board of Selectmen to perform all actions necessary to carry out the purposes of this article, or take any other action relative thereto.

Sponsored By: Board of Selectmen

Comments: This article seeks authorization for the Board of Selectmen to sell the old (current) Senior Center building located at 27 Brook Street, and the disused Minot Fire Station located at 9 Mitchell Avenue, with the proceeds to be used to partially defray the construction costs of the

new Senior Center being erected in the center of town. The old Senior Center building will not be sold until the new building is occupied. The 27 Brook Street property is .5 acres, with the building containing almost 5,000 square feet of space, for a total assessed value of \$625,400, while the 9 Mitchell Avenue property is .18 acres, with a building of 1,756 square feet, for a total assessed value of \$724,100.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) in support of this article.

ARTICLE 17. Cell Tower Leases

To see if the Town will vote to authorize the Board of Selectmen to execute up to 25 year leases for cellular towers located on Town property at Town Hall and the Transfer Station; or take any other action relative thereto.

Sponsored By: Board of Selectmen

Comments: The leases for the Town's cell towers are due to expire soon. The Town must authorize the Selectman to negotiate new leases. The current annual income for the towers is \$198,282. There are several options to renew the leases. The Advisory Committee supports the Article to authorize the Selectman to negotiate new leases, with a term up to 25 years.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Majority vote (6-2) in support of this article.

ARTICLE 18. Massachusetts General Laws Chapter 91 Liability

To see if the Town will vote to assume liability in the manner provided by M.G.L. c. 91, § 29, as amended, for all damages that may be incurred by work to be performed by the Massachusetts Department of Environmental Protection for the improvement, development, maintenance and protection of tidal and non-tidal rivers and streams, great ponds, harbors, tidewaters, foreshores and shores along a public beach in accordance with M.G.L. c. 91, §11 and to authorize the Board of Selectmen to execute and deliver a bond on indemnity therefor to the Commonwealth; or take any other action relative thereto.

Sponsored By: Board of Selectmen

Comments: This article makes the Town of Scituate legally responsible for any improvements and/or issues that might occur when the town decides to make improvements to waterways (beaches/rivers/streams). The law that this article cites says that when a town sends money to the State Treasury for payment for improvement with a state agency (like Environmental Protection) the Town is responsible for liability for our own actions and it will hold the state harmless. Basically, if we want to make improvements to certain beaches and waterways the state makes us pass this so people don't sue them - they sue us.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) in support of this article.

ARTICLE 19. Intermunicipal Agreement – Sewer District

To see if the Town will vote to enter into an intermunicipal agreement with the Towns of Hull and Cohasset for the purpose of expansion of the sewerage system; or take any other action related thereto.

Sponsored By: Board of Selectmen

Comments: This article would authorize the Board of Selectmen to enter into an intermunicipal agreement with the Towns of Hull and Cohasset for the purpose of providing access to public sewer through a regional sewer district to expanded sections of Scituate. The Advisory Committee did not vote on this Article until the night of Town Meeting because negotiations had not yet been completed with Cohasset and Hull.

Recommendation: The Advisory Committee will provide its recommendation on this article at town meeting.

ARTICLE 20. Zoning Bylaw Amendment – Signs (Section 710)

To see if the Town will amend the Zoning Bylaws by deleting Section 710 Signs and inserting the following new section in its place, or take any action related thereto.

Section 710. Signs

710.1. PURPOSE

The purposes of this section are to:

1. protect public health, safety and welfare;
2. reduce traffic hazards;
3. promote and protect the aesthetic nature of the town;
4. protect property values; and
5. promote economic development.

710.2. DEFINITIONS

- A. **BUSINESS ESTABLISHMENT:** A location where business is conducted, goods are made or stored or processed, or where services are rendered and may include a commercial and/or institutional land use; generally a site where the main objective is the receipt or generation of a financial return in exchange for goods or services. For purposes of this Section 710, “business establishment” shall not include a home occupation.
- B. **SIGN:** As defined in Section 200. The following, however, shall not be considered signs in this Bylaw:

1. Flags and insignia of any government except when displayed in connection with commercial promotion.
 2. Legal notices, or informational devices erected or required by public agencies.
 3. Temporary window displays, covering not more than 30 percent of window area, illuminated by building illumination only.
 4. Standard gasoline pumps bearing thereon in usual size and form the name, type, and price of gasoline.
 5. Integral decorative or architectural features of a building, except letters or numbers, trademarks, or moving parts.
 6. Devices identifying a building as distinct from 1 or more of its occupants, such device being carved into or attached in such a way as to be an integral part of the building, not illuminated separate from building illumination, and not exceeding 4 square feet in area.
 7. Address identification through numerals or letters not exceeding 3 inches in height.
- C. SIGN, SANDWICH BOARD SIGN: A sign consisting of two faces in an “A” shape, connected at the top, that sits on, but is not secured to, the ground.
- D. SIGN, AREA OF: The area of a sign shall be considered to include all lettering, wording and accompanying designs and symbols, together with the background on which they are displayed, any frame around the sign and any "cutouts" or extensions, but shall not include any supporting structure or bracing. The area of a sign consisting of individual letters or symbols attached to or painted on a surface, building, wall or window, shall be considered to be that of the smallest rectangle, circle, or triangle which encompasses all of the letters and symbols.
- E. SIGN, BANNER: A sign on a textile, synthetic, plastic or similar material that is affixed and secured to a building or to a permanent pole, such as support pole for a building canopy or a parking lot light pole.
- F. SIGN, ELECTRONIC MESSAGE BOARD: A sign capable of displaying words, images, symbols and figures utilizing a series or grid of lights that may be changed through electrostatic means using light emitting diodes (LEDs) or other similar technology.
- G. SIGN, FREE-STANDING SIGN: A free-standing sign that is mounted on the ground, or on a wall or other base situated directly on the ground; or a sign mounted on a pole or poles or other similar support where the bottom edge of the sign is elevated off of the ground.
- H. SIGN, OFF-PREMISES: Any sign or other advertising device that is used to identify a building, use of land, or services sold or conducted in a location other than the property on which the sign is located.

- I. **TEMPORARY SIGN:** A structure or device used for the public display of visual messages or images, which is easily installed with or without common hand tools and which is not intended or suitable for long-term or permanent display due to lightweight or flimsy construction materials. Examples include but are not limited to banners, pennants, streamers, or similar non-permanent signs made of paper, cloth, canvas, lightweight fabric, or other non-rigid material, with or without frames.

710.3. ADMINISTRATION

- A. **Building Commissioner.** The Building Commissioner is charged with the enforcement of this Section 710. The Building Commissioner and any duly authorized agents employed by the Town shall, if permitted by the owner or otherwise lawfully authorized representative, or as otherwise permitted by law, and at reasonable times and upon presentation of credentials, enter upon the premises on which any sign is erected or maintained for the purpose of inspecting for compliance with the provision of Section 710.
- B. **Permit Required.** No sign shall be erected or installed until a permit is issued by the Building Commissioner, except as otherwise provided in this Section 710. A sign permit application shall be filed with the Building Commissioner containing all information, including photographs, plans, and scale drawings, as specified on the application form. The sign permit shall be issued if the Building Commissioner determines that the sign complies or will comply with all applicable provisions of this Section 710. A schedule of content-neutral fees for sign permits shall be as determined by the Board of Selectmen.
- C. **Commercial and Non-commercial Signs.** Wherever and however this Section 710 permits commercial signs, noncommercial messages, without restriction on content, shall also be permitted. No provision of this Section 710 shall be interpreted or administered in a manner that regulates or restricts signs containing non-commercial messages more stringently than signs advertising business or commercial activities and uses, or that prohibits noncommercial messages on signs permitted for commercial purposes.
- D. **Sign Waivers.** The Board of Appeals, acting as special permit granting authority, may approve, approve with conditions, or disapprove, requests to waive the requirements of Section 710. In no event shall the Board issue a waiver solely to allow larger signs or more signs than would otherwise be allowed.

710.4. PROHIBITED SIGNS

- A. Signs on parked motor vehicles and where the Building Commissioner determines that a vehicle's primary use is for the display of signage and not for transportation.
- B. Revolving, moving, flashing, or blinking signs, signs that appear to be in motion, animated signs, or signs with visible moving parts, except for signs which display public service information.
- C. Signs or parts thereof that contain or consist of animated parts, ribbons, streamers, spinners, or similar moving or fluttering devices, including feather banner and wind flag signs.

- D. Roof signs and signs protruding above the roofline of the building to which the sign is attached.
- E. Signs that obstruct the view of any traffic sign, signal, or other traffic device, or obstruct the view of a driver entering or exiting a street intersection or driveway intersecting with a street, except in accordance with Section 710.5(D).
- F. Off-premises signs except in accordance with Section 710.8.
- G. Interior illuminated signs.

710.5. EXEMPT SIGNS

This Section 710 shall not apply to the following:

- A. The message of a sign.
- B. Traffic control signs and safety signs, including disability access signs.
- C. Signs, banners, or markers, or electronic message boards required or erected by local, state, or federal government.
- D. Public utility identification markings.
- E. Flags not used for advertising or commercial purposes.
- F. Legal notice signs such as “no trespassing” and similar signs.
- G. Any sign limited solely to directing traffic or providing direction, such as arrows or entrance and exit signs or setting out restrictions on the use of parking areas and not exceeding 4 square feet in area.
- H. Temporary signs, except as required under Section 710.6.

710.6. TEMPORARY SIGNS

Temporary signs are permitted in all districts without a Sign Permit from the Building Commissioner, subject to the following requirements:

- A. No sign shall exceed 6 square feet in area and no portion of a sign shall be more than 4 feet in height from ground level.
- B. All signs shall be located on private property and a minimum of 10 feet from the edge of the pavement of any street or sidewalk.
- C. No sign shall obstruct traffic sight lines or pedestrian traffic.
- D. No sign shall be illuminated.

- E. Unless otherwise provided for in this section, temporary signs or banners shall not be installed for a period to exceed 60 days. The Board of Appeals may waive this provision in accordance with Section 710.3.
- F. No more than 4 temporary signs may be displayed on a lot, none of which shall exceed 6 square feet in area.

710.7. GENERAL PROVISIONS FOR SIGNS IN ALL DISTRICTS

- A. No signs shall be affixed upon or painted on any rock, tree, utility pole, or town sign on public property within the Town of Scituate.
- B. No signs shall be permitted on Town property without written permission from the Board of Selectmen or their designee. The Applicant shall provide a copy of the Board's written permission to the Building Commissioner prior to displaying the sign.
- C. No sandwich board signs are allowed on public sidewalks or ways.
- D. Any permanent lawful sign existing at the time this amendment to the bylaw is adopted may be continued, although such signs do not conform to the provisions hereof.
- E. Any total replacement or substantial change of an existing sign shall be required to conform to this Section 710.
- F. Signs shall be affixed and maintained in such a way as to be safe and free of hazard to the public and shall be maintained in good repair.
- G. Fixed free-standing signs are subject to setback restrictions in Section 620.4.B.

710.8. OFF-PREMISES SIGNS ON TRAVELED WAYS

Off-premises business and commercial signs may be placed along traveled ways for the purposes of indicating direction to their facility by special permit of the Board of Appeals after review and comment by the Planning Board. Such signs must be needed for directional purposes and shall not exceed 20 square feet in area.

710.9. SIGNS IN RESIDENTIAL DISTRICTS

- A. The following signs are permitted as of right subject to receipt of a sign permit from the Building Commissioner:
 - 1. In the R-1, R-2, or R-3, one non-flashing sign not over 8 square feet in area indicating the owner or occupant.
 - 2. One non-flashing sign not over 8 square feet in area pertaining to nonresidential premises shall be permitted provided that the sign complies with Section 620.4.B. A permit from the Building Commissioner or his designee is required after review and approval by the Planning Board.
- B. A special permit from the Board of Appeals is required for the following signs:

1. Property protection signs larger than one square foot but not exceeding 10 square feet.
 2. For sale signs, for rent signs, rooms to let signs, etc. between 6 square feet and 20 square feet.
- C. No business and commercial sign of general advertising nature that does not pertain to a structure or use on the same premises as the sign's location shall be permitted except as provided in Section 710.8.

710.10. SIGNS IN BUSINESS AND COMMERCIAL DISTRICTS

- A. In the GB, HB, B, and VCN Districts, all signs allowed as a matter of right in the residential district shall be allowed with a sign permit from the Building Commissioner. Additionally, exterior signs pertaining to uses on the same premises as the location of such sign are permitted upon the issuance of a permit by the Building Commissioner subject to the following restrictions:
1. No sign shall obstruct visibility in such a way as to constitute a hazard to the safety of persons traveling upon a public way.
 2. The top edge of such sign, whether freestanding or not, shall be placed not higher than the main roof of the highest building located on the premises, or if no building exists, the average height of the main roofs of the buildings on the next adjacent properties where buildings do exist. Such signs may be illuminated only from the exterior of the advertising matter.
 3. No sign shall exceed 100 square feet of sign area.
 4. Each business establishment is permitted not more than 2 signs, excluding signs necessary for public safety or convenience.
- B. Special permits by the Board of Appeals shall be granted only after a finding that the sign is reasonable in design and size, the sign is economically necessary, and the sign will not be a hazard to the public.
1. For sale signs, for rent signs, rooms to let signs, etc. between 6 square feet and 20 square feet.
 2. No off-premises business or commercial sign of general advertising nature shall be allowed except as provided in Section 710.8.

710.11. ACCESSORY USE SIGNS

- A. In a residential district, one sign not over 2 square feet is allowed as of right for a home occupation or other permitted accessory use upon the issuance of a permit by Building Commissioner or his designee.
- B. The Board of Appeals may grant a special permit for an accessory use sign between 2 and 10 square feet.

710.12. SIGN MAINTENANCE

- A. Maintenance of Signs. All signs permitted under this Section 710 shall be appropriately maintained. Appropriate maintenance includes the replacement of missing letters, removal of peeling paint and repainting, replacement of any cracked or broken glass or plastic or similar, replacement of any failed lighting, and replacement of any broken, defective, worn out or damaged signs. If the Building Commissioner determines that a sign has not been maintained in accordance with this Section 710, a notice to repair or remove the sign maybe issued to the sign owner to repair or replace the sign within 30 days.
- B. Unsafe or Unlawful Signs. When any sign becomes unsecured, in danger of falling, or otherwise derelict or unsafe, or if any sign shall be unlawfully installed, erected, or maintained in violation of any of the provisions of law, the sign owner or the person or firm maintaining the sign shall, upon written notice of the Building Commissioner, immediately in the case of imminent danger, and in any other case within not more than 10 days, make the sign conform to the provisions this Section 710 or shall remove it. If within 10 days the order is not complied with, the Building Commissioner may, in conformance with state law, remove the sign at the expense of the owner or lessee. Costs may be recovered for the removal from the owner or lessor in the District Court.
- C. Derelict Signs. Signs which become decrepit, dilapidated, illegible, or dangerous to the public safety, shall be condemned and removed by the Building Commissioner. Costs may be recovered for the removal from the owner or lessor in the District Court.

Sponsored by: Planning Board

Comments: This zoning bylaw change would strike the entire section and replace it with a new section. This new bylaw was required so that the Town would be compliant with a United States Supreme Court decision.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Majority vote (4-3) in support of this article.

ARTICLE 21. Zoning Bylaw Amendment – Repair and Restoration of Non-Conforming Structures and Uses

To see if the Town will amend Section 830 of the Zoning Bylaws by striking the indicated language and inserting the underlined language as follows, or take any action related hereto.

830 REPAIR AND RESTORATION OF NONCONFORMING STRUCTURES

A non-conforming structure or use ~~damaged or destroyed by accidental causes~~ **or accessory structure thereto, damaged or deteriorated to a degree that renders it uninhabitable,**

unusable, or destroyed as established by the proper authorities, may be repaired, reconstructed or restored on the same lot, provided that doing so renders the structure **less-not more** non-conforming than the previous use or structure, provided that such repair, reconstruction or restoration shall be completed within four years of said ~~accidental~~ damage or destruction; and further if an application for a finding under General Laws Chapter 40A, Section 6 special permit or building permit necessary for the repair, reconstruction or restoration of the nonconforming building, structure or use has been filed by the third anniversary of such damage or destruction, and if, in the opinion of the Building Commissioner the issuance of said permit(s) is diligently and continuously pursued, the four year time limit may be extended by the Building Commissioner by the period of time between application for and issuance of all such permits (including all periods of time attributable to litigation involving such permits) or as necessary to allow sufficient time to complete the permitted repair, reconstruction or restoration work in accordance with the Massachusetts Building Code, (provided said building or structure existed or had the right to exist at the time of application in accordance with Section 800 of the bylaw.)

Repair, reconstruction or restoration as described in the preceding paragraph shall be permitted after the expiration of the stipulated time periods only with a finding under General Laws Chapter 40A, Section 6 special permit by the Zoning Board of Appeals;

Or take any action relative thereto.

Sponsored by: Zoning Board of Appeals

Comments: This zoning bylaw change would amend the sections of the zoning bylaw relevant to damaged and derelict properties to allow the Zoning Board of Appeals to allow repair and restoration beyond the time period by special permit. The Planning Board did not recommend this article after review at their public hearing on February 27, 2020. The ZBA will discuss further action on the proposed changes at their March 19, 2020 meeting.

Recommendation: The Advisory Committee will provide its recommendation on this article at town meeting.

ARTICLE 22. General Bylaw Amendment – Time of Meeting – Section 20140

To see if the Town will vote to amend the General Bylaws Section 20140 Time of Meeting, as follows;

Delete the final sentence in the third paragraph which states; “The annual election of officers shall be held on the sixth Saturday following the Monday on which the annual Town Meeting is to convene under this bylaw.”

Add the following sentence in its place; “The annual election of officers shall be held on the sixth Saturday following the Monday on which the annual Town Meeting is to convene under this bylaw or if the election falls on a holiday weekend, the Board of Selectmen may vote to postpone the election to no later than the second Saturday in June,” or take any other action relative thereto.

Comments: This amendment to the General Bylaws Section 20140 – Time of Meeting would add language to address the occasion when the town election is impacted by a holiday week-end and enable the Board of Selectmen to postpone the election to a date no later than the second Saturday in June.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) in support of this article.

ARTICLE 23. General Bylaw Amendment – Animal Control Bylaw – Sections 30430-30550

To see if the Town will vote to amend the General Bylaws Section 30430-30550, as follows to comply with new fine requirements pursuant to Massachusetts General Laws, Chapter 140, Section 173A;

Violations of Section 30430 will result in the following penalties:

- E. In the last sentence, delete the phrase ‘twenty five dollars’ and replace it with the phrase fifty dollars (\$50)
- L. Delete the last sentence and replace it with the following: The penalty for a violation of this subsection shall be fifty dollars (\$50); the penalty for a second violation of this subsection within the same calendar year shall be one hundred dollars (\$100); and the penalty for a third violation of this subsection within the same calendar year shall be three hundred dollars (\$300); The penalty for a fourth or subsequent violation of this subsection within the same calendar year shall be \$500.

Violations of Section 30440 Kennel Licenses will result in the following penalties:

In the 9th paragraph delete the last sentence and replace it with the following: The penalty for failure to renew a kennel license shall be fifty dollars (\$50); the penalty for a second violation of this subsection within the same calendar year shall be one hundred (\$100); and the penalty for a third violation of this subsection within the same calendar year shall be three hundred dollars (\$300); and the penalty for a fourth or subsequent violation of this subsection within the same calendar year shall be five hundred dollars (\$500).

Violations of Section 30460 Leash Law will result in the following penalties:

Delete the second paragraph of A. and replace it with the following:

The penalty for the first violation of this subsection within a calendar year shall be fifty dollars (\$50); the penalty for the second violation of this subsection within a calendar year shall be one hundred dollars (\$100); and the penalty for a third violation of this subsection within the same calendar year shall be three hundred dollars (\$300); and the penalty for a fourth or subsequent violation of this subsection within the same calendar year shall be five hundred dollars (\$500).

Violations of Section 30470 Collar/harness will result in the following penalties:

Delete the last sentence and replace it with the following:

The fine for a violation of this section shall be fifty dollars (\$50); the fine for a second violation of this section within the same calendar year shall be one hundred dollars (\$100); and the penalty for a third violation of this subsection within the same calendar year shall be three hundred dollars (\$300); and the penalty for a fourth or subsequent violation of this subsection within the same calendar year shall be five hundred dollars (\$500).

Violations of Section 30480 Pooper Scooper will result in the following penalties:

Delete the last sentence and replace it with the following:

Failure to comply with this section shall result in a penalty of fifty dollars (\$50); the penalty for a second violation of this section within the same calendar year shall be one hundred dollars (\$100); and the penalty for a third violation of this subsection within the same calendar year shall be three hundred dollars (\$300); and the penalty for a fourth or subsequent violation of this subsection within the same calendar year shall be five hundred dollars (\$500).

Violations of Section 30500 Failure to Answer Census will result in the following penalties:

Delete the phrase ‘twenty five dollars’ and replace it with the phrase fifty dollars (\$50.00)”

Violations of Section 30530 Barking Dogs will result in the following penalties:

Delete the second sentence and replace with the following:

The penalty for a violation of this subsection shall be fifty dollars (\$50) for the first offense in a calendar year; the penalty for a second offense within the same calendar year shall be one hundred dollars (\$100); the penalty for a third offense within the same calendar year shall be three hundred dollars (\$300); the penalty for a fourth or subsequent offense within the same calendar year shall be five hundred dollars (\$500);

Or take any other action relative thereto.

Sponsored By: Board of Selectmen

Comments: The Advisory Committee unanimously supports this article. This will update our bylaw to agree with state statutes. This does not change the time for dogs on the beach nor does it address enforcement. It simply brings fees in line with the state directives.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Unanimous vote (8-0) in support of this article.

ARTICLE 24. General Bylaw Amendment – Revolving Funds

To see if the Town will vote to amend the General Bylaws Section 10260 – Revolving Funds, as follows,; or take any other action relative thereto;

Authorized Revolving Funds

1. Add **SCITUATE HARBOR COMMUNITY BUILDING RENTAL FUND**

Fund Name. There shall be a separate fund called Scituate Harbor Community Building Rental Fund.

Revenues. The Town Accountant shall establish the Scituate Harbor Community Building Rental Fund as a separate account and credit to the fund all charges for rental of the facility.

Purposes and Expenditures. During each fiscal year, the Town Administrator and/or Facilities Director may incur liabilities against and spend monies from the Scituate Harbor Community Rental Fund for cleaning, repairs and maintenance of the facility and surrounding grounds.

Fiscal Years. The Scituate Harbor Community Building Fund shall operate for fiscal years that begin on or after July 1, 2020.

2. Add **MARITIME CENTER RENTAL FUND**

Fund Name. There shall be a separate fund called Maritime Center Rental Fund.

Revenues. The Town Accountant shall establish the Maritime Center Rental Fund as a separate account and credit to the fund all charges for rental of the facility.

Purposes and Expenditures. During each fiscal year, the Town Administrator and/or Facilities Director may incur liabilities against and spend monies from the Maritime Center Rental Fund for cleaning, repairs and maintenance of the facility and surrounding grounds.

Fiscal Years. The Maritime Center Rental Fund shall operate for fiscal years that begin on or after July 1, 2020.

3. Add **ATHLETIC FIELDS REVOLVING FUND**

Fund Name. There shall be a separate fund called Athletic Fields Revolving Fund.

Revenues. The Town Accountant shall establish the Athletic Fields Revolving Fund as a separate account and credit to the fund all charges for use of the athletic fields.

Purposes and Expenditures. During each fiscal year, the DPW Director, Recreation Director and/or Facilities Director, with approval of the Town Administrator, may incur liabilities against and spend monies from the Athletic Fields Revolving Fund for cleaning, repairs and maintenance of the fields, facilities and surrounding grounds.

Fiscal Years. The Athletic Fields Revolving Fund shall operate for fiscal years that begin on or after July 1, 2020.

4. Add **AQUACULTURE REVOLVING FUND**

Fund Name. There shall be a separate fund called Aquaculture Revolving Fund.

Revenues. The Town Accountant shall establish the Aquaculture Revolving Fund as a separate account and credit to the fund all charges for licenses and reporting related to Aquaculture activities.

Purposes and Expenditures. During each fiscal year, the Harbormaster and/or Shellfish Constable, with approval of the Town Administrator, may incur liabilities against and spend monies from the Aquaculture Revolving Fund for costs incurred for aquaculture activities.

Fiscal Years. The Aquaculture Revolving Fund shall operate for fiscal years that begin on or after July 1, 2020.

5. Add **PERC WITNESS FEES REVOLVING FUND**

Fund Name. There shall be a separate fund called Perc Witness Fees Revolving Fund.

Revenues. The Town Accountant shall establish the Perc Witness Fees Revolving Fund as a separate account and credit to the fund all charges for the provision of perc witnessing as set by the Board of Health. Any remaining balance over \$10,000.00 shall close to the Town's General Fund on June 30 of every year.

Purposes and Expenditures. During each fiscal year, the Board of Health Director may incur liabilities against and spend monies from the Perc Witness Fees Revolving Fund for costs incurred for perc witness requirements including payment to inspectors.

Fiscal Years. The Perc Witness Fees Revolving Fund shall operate for fiscal years that begin on or after July 1, 2020.

6. And further to rescind the existing Recreation Revolving Fund authorized in 1994 pursuant to MGL Chapter 44 §53D and add a **RECREATION PROGRAM REVOLVING FUND** under MGL Chapter 44 §53E ½ to this general bylaw and transfer the balance from the MGL Chapter 44 §53D Recreation Revolving Fund into said new fund.

Fund Name. There shall be a separate fund called Recreation Program Revolving Fund.

Revenues. The Town Accountant shall establish the Recreation Program Revolving Fund as a separate account and credit to the fund all revenues received from Recreation programming.

Purposes and Expenditures. During each fiscal year, the Recreation Director may incur liabilities against and spend monies from the Recreation Program Revolving Fund for costs incurred for providing recreation programs, repair and maintenance of recreation facilities and purchase of and repair and maintenance of recreation equipment.

Fiscal Years. The Recreation Program Revolving Fund shall operate for fiscal years that begin on or after July 1, 2020.

And further to set expenditure limits for the above listed funds for fiscal year 2021 as follows:

Scituate Harbor Community Building Rental	\$10,000
Maritime Center Rental	\$30,000
Athletic Fields	\$50,000
Aquaculture	\$5,000
Perc Witness Fees	\$20,000
Recreation Program Revolving	\$485,000

Sponsored by: Board of Selectmen

Comments: The Advisory Committee supports this article. We need to establish these funds for the Scituate Harbor Committee Building, the Maritime Center, Athletic fields, Aquaculture, and Perc Witness to credit all charges for the rental/use of these activities. The Recreation Program fund would be rescinded as is and added under 53 E ½ as Recreation Program Revolving Fund to ensure that funds are available for the costs that are incurred and not transferred back to the General Fund.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Majority vote (7-1) in support of this article.

ARTICLE 25. Petition - Amend General Bylaws - Right To Farm By-Law

To see if the Town will vote to amend the Scituate By-Laws, Section 30600 Environmental Protection, by adding the following new section:

Section 30680: RIGHT TO FARM

Section 1 Legislative Purpose and Intent

The purpose and intent of this By-law is to state with emphasis the Right to Farm accorded to all citizens of the Commonwealth under Article 97 of the Constitution, and all state statutes and regulations thereunder including but not limited to Massachusetts General Laws Chapter 40A, Section 3, Paragraph 1; Chapter 90, Section 9; Chapter 111, Section 125A; and Chapter 128 Section 1A. We the citizens of Scituate restate and republish these rights pursuant to the Town's authority conferred by Article 89 of the Articles of Amendment of the Massachusetts Constitution, ("Home Rule Amendment").

This General By-law encourages the pursuit of agriculture, promotes agriculture-based economic opportunities, and protects farmlands within the Town of Scituate by allowing agricultural uses and related activities to function with minimal conflict with abutters and Town agencies. This By-law shall apply to all jurisdictional areas of the Town.

Section 2 Definitions

The word “farm” shall include any parcel or contiguous parcels of land, or water bodies used for primary purpose of commercial agriculture, or accessory thereto.

The words “farming” or agriculture” or their derivatives shall include, but not limited to the following:

- farming in all its branches and the cultivation and tillage of the soil;
- dairying;
- production, cultivation, growing and harvesting of any agricultural, aquacultural, floricultural, viticultural, or horticultural commodities;
- growing and harvesting of forest products upon forest land, and any other forestry or lumbering operations;
- raising of livestock including horses;
- keeping of horses as commercial enterprise; and
- keeping and raising of poultry, swine, cattle, ratites (such as emus, ostriches and rheas) and camelids (such as llamas and camels), and other domesticated animals for food and other agricultural purposes; including bees and fur-bearing animals.

“Farming” shall encompass activities including, but not limited to, the following:

- operation and transportation of slow-moving farm equipment over roads within the Town;
- control of pests, including, but not limited to, insects, weeds, predators and disease organism of plants and animals;
- application of manure and fertilizers;
- conducting agriculture-related educational and farm-based recreational activities, including agri-tourism, provided that the activities are related to marketing the agricultural output and services of the farm;
- processing and packaging of the agricultural output of the farm and the operation of a farmer’s market or farm stand including signage thereto;
- maintenance, repair, or storage of seasonal equipment, or apparatus owned or leased by the farm owner or manager used expressly for the purpose of propagation, processing, management, or sale of the agricultural products; and
- on-farm relocation of earth and the clearing of ground for farming operations.

Section 3 Right to Farm Declaration

The Right to Farm is hereby recognized to exist within the Town of Scituate. The above-described agricultural activities may occur on holidays, weekdays, and weekends by night or day and shall include the attendant incidental noise, odors, dust, and fumes associated with normally accepted agricultural practices. It is hereby determined that whatever impact may be caused to others through the normal practice of agriculture is more than offset by the benefits of farming to the neighborhood, community, and society in general. The benefits and protections of this By-law are intended to apply exclusively to those commercial agricultural and farming operations and activities conducted in accordance with generally accepted agricultural practices.

Moreover, nothing in this Right to Farm By-law shall be deemed as acquiring any interest in land, or as imposing any land use regulation, which is properly the subject of state statute, regulation or local zoning bylaw.

Section 4 Severability Clause

If any part of this By-law is for any reason held to be unconstitutional or invalid, such decision shall not affect the remainder of this By-law. The Town of Scituate hereby declares the provisions of this By-law to be severable;

Or take any other action relative thereto.

Sponsored By Petition

Comments: It should first be noted that this bylaw does not change any of our current zoning bylaws. This is a clarification of what is already legally allowed to be farmed due to both State Law and the Massachusetts Constitution. So why do we need to approve something that's already law? The reason is that it clarifies and makes it obvious for people to know their rights on what they can do on their land – while still adhering to local ordinances. This also helps farmers and residents who are following the law to quickly resolve issues that might arise from a complaint. Beyond the clarity that this by-law creates, it could send a message that Scituate stands behind the rights of those in agriculture to use their land with limited conflict.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Majority vote (5-3) in support of this article.

ARTICLE 26. Petition - Amend General Bylaws – Reduce Room Occupancy Tax

To see if the Town will vote to amend the local room occupancy tax to 4% on the rental of rooms in hotels, motels, lodging houses and bed and breakfast establishments in the town, effective July 1, 2020, or take any other action relative thereto.

Sponsored By Petition

Comments: This lowers the current tax on room rentals for hotels, motels and AirBNB from the current 6% tax to 4%. This will put Scituate in line with other towns in the area that have also lowered to a 4% rate and keeps our local businesses and entrepreneurs at a competitive advantage. It was understood that this would not have a significant impact on excise tax collection.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Majority vote (7-0-1) in support of this article.

ARTICLE 27. Petition - South Shore Community Action Council

To see if the Town will vote raise and appropriate or transfer from available funds the sum of Five Thousand Dollars (\$5,000.00) to South Shore Community Action Council, Inc. for services to low-income children, families, and elderly residents in the Town of Scituate, or take any other action related thereto.

Comments: A request that the town vote to appropriate the South Shore Community Action Council \$5,000 to low-income families and elderly residents from Scituate. The Advisory Committee voted against this article as it felt that the Council which is largely funded by the Federal Government requested an arbitrary sum, which could potentially set a precedent.

Recommendation: The Advisory Committee does not recommend approval of this article.

Advisory Committee Vote: Vote (3-3-2) on this article.

ARTICLE 28. Petition – Resolution for Medicare for All in Massachusetts

**TOWN OF SCITUATE RESOLUTION SUPPORTING AN ACT ESTABLISHING
MEDICARE FOR ALL IN MASSACHUSETTS**

Access to affordable, quality health care is a human right and fundamental to a just society. The U.S. remains the only industrialized nation that does not provide universal health coverage to its citizens. Recent healthcare reforms still leave many citizens with costs beyond their means and care below their needs. Massachusetts families also face a high burden of health care costs relative to their income. The Town of Scituate remains committed to providing high quality health care to town employees and retirees, while recognizing that the money spent by towns to cover their employees is a large and growing cost, both to local governments and to their employees. The Town of Scituate projects a cost of more than \$6.1 million for employee and retiree health insurance for FY 2020, representing 7.6% of the town's total budget of \$79,797,191; and \$6.48 million for health insurance in FY21, representing 7.9% of the Town's budget of \$81,945,386. These costs continue to rise, increasing the tax burden on local taxpayers.

WHEREAS: these funds could be better spent to improve education, services and desperately needed infrastructure in our town, and to increase our hardworking public employees' wages and salaries, including teachers, first responders, and employees of our town departments;

WHEREAS: A single payer Medicare for All system would guarantee medical care, dental care, and eye care for all Massachusetts residents, regardless of income or employment, by simplifying the way we pay for health care while keeping the delivery of care in private hands;

WHEREAS: the Massachusetts Senate Bill SD2062 and House Bill HD2974 seek to establish a healthcare trust funded through a payroll tax that is less costly to Massachusetts residents than their current premiums, deductibles and copays, while a) covering all necessary preventive care and medical treatment; b) enabling people to see any in-state provider for health care and providing for out-of-state emergency care; and c) ensuring health decisions are made between patients and their healthcare providers, not insurance adjusters;

WHEREAS: Massachusetts has always been a leader and innovator in providing coverage for quality health care for its people.

NOW THEREFORE BE IT RESOLVED that the Town of Scituate endorses the House and Senate Bill, "Improved Medicare for All"

BE IT FURTHER RESOLVED that the Board of Selectmen shall cause a copy of this resolution to be sent to MA Governor Charles Baker; State Treasurer Deborah B. Goldberg; MA Senate President Karen E. Spilka; MA Speaker of the House Robert A Deleo; the original sponsors of MA Senate Bill SD2062 and MA House Bill HD2974, MA Senator Jamie Eldridge and MA Rep. Lindsey Sabadosa; Scituate's representatives, MA Senator Patrick Connor and MA Rep. Patrick Kearney; the co-chairs of the Joint Committee on Health Care Financing, MA Rep. Jennifer Benson and MA Senator Cindy Friedman; U.S. Representative Stephen Lynch; U.S. Senator Elizabeth Warren; U.S. Senator Ed Markey.

Sponsored By Petition

Comments: The petitioner seeks the Town to pass a resolution supporting an Act Establishing Medicare for All in Massachusetts. This is a non-binding article intended to send a message to our elected legislators and other political leaders in response to the high and rising costs of health care, health insurance and prescriptions in Massachusetts.

The article deems health care a right for everyone and expresses the belief that a single payer system will be more cost effective and will cover everyone.

It does not require action on the part of the town – other than taking a position on an issue that affects personal and government finances.

Some concern was raised by one or two Advisory Committee members that Town Meeting might not be the right forum for this discussion – that it might be more appropriate at the national or state level. But the majority believed that the cost of health insurance was relevant at the local level and an important issue that needs to be addressed. It is a serious financial issue for town government - the cost of providing health insurance for a town employee is around \$20,000 a year.

Recommendation: The Advisory Committee recommends approval of this article.

Advisory Committee Vote: Majority vote (5-3) in support of this article.