



TOWN OF SWAMPSCOTT
SELECT BOARD REGULAR SESSION MINUTES
FEBRUARY 1, 2023 – 6:00 P.M.
SWAMPSCOTT HIGH SCHOOL, 200 ESSEX ST., ROOM B129

SELECT BOARD MEMBERS PRESENT: NEAL DUFFY, MARY ELLEN FLETCHER, DAVID GRISHMAN, KATIE PHELAN, PETER SPELLIOS

MEMBERS ABSENT: NONE

OTHER TOWN OFFICIALS PRESENT: SEAN FITZGERALD, TOWN ADMINISTRATOR, AMY SARRO, DIRECTOR OF FINANCE & ADMINISTRATION, PATRICK LUDDY, TOWN TREASURER/COLLECTOR, GRAHAM ARCHER, FIRE CHIEF (ON ZOOM)

OTHER: RALPH EDWARDS, SUE BURGESS & MARTHA CURRY, SWAMPSCOTT UNITES, RESPECTS & EMBRACES DIVERSITY (S.U.R.E.), LAURA SPATHANAS, DIRECTOR, ANCHOR PANTRY

A. PUBLIC COMMENTS: NONE

B. NEW & OLD BUSINESS:

1. **BLACK HISTORY MONTH PROCLAMATION:** MR. RALPH EDWARDS, SUE BURGESS AND MARTHA CURRY FROM S.U.R.E. AND THE SELECT BOARD READ THE PROCLAMATION. S.U.R.E. IS SPONSORING THE 2ND BLACK HISTORY MONTH EVENTS ON FEBRUARY 27TH, 7PM AT THE FIRST CHURCH SWAMPSCOTT FEATURING SWAMPSCOTT POET ENZO SURIN AND THE RECREATION DEPT. IS PROVIDING ARTS & CRAFTS FOR PEOPLE TO DO AT HOME. MR. SPELLIOS THANKED THEM FOR BEING HERE AND STATED THAT EVERYONE SHOULD HEAR MR. SURIN READ HIS POETRY. HE ALSO APPLAUDED SWAMPSCOTT PUBLIC SCHOOLS FOR THEIR WORK IN RECOGNIZING THAT BLACK HISTORY IS OUR HISTORY. THE BOARD STARTED THE CONVERSATION ABOUT RACE AND HE HOPES IT CONTINUES AS WE CAN'T MOVE ON UNTIL THERE IS AN ACKNOWLEDGMENT OF ISSUES.

2. **SIGNING OF SUPREME COURT ROAD ACCEPTANCE DOCUMENTS:** THE TOWN HAS GONE THROUGH ALL THE NECESSARY PROCEDURES TO GET TO THIS POINT. THIS WAS REFERRED TO PUBLIC WORKS WHO VERIFIED THAT IT IS FIT TO BE A PUBLIC WAY. TOWN MEETING ACCEPTED IT AS A PUBLIC WAY THIS SPRING. NOW THE SELECT BOARD WILL EXECUTE AN ORDER OF TAKING.

UPON **MOTION**, DULY MADE BY DAVID GRISHMAN, SECONDED BY KATIE PHELAN, IT WAS UNANIMOUSLY **VOTED**: THAT THE SELECT BOARD ACCEPT SUPREME COURT AS A PUBLIC WAY AND EXECUTE AN ORDER OF TAKING, AS DRAFTED BY TOWN COUNSEL, AND FURTHER REQUEST TOWN COUNSEL TO RECORD THE ORDER OF TAKING WITH THE ESSEX SOUTH REGISTRY OF DEEDS: ALL IN FAVOR: YES. ANY OPPOSED: NO. MOTION CARRIES.

3. **DISCUSSION & POTENTIAL VOTE ON EXTENSION OF ANCHOR PANTRY'S USE & OCCUPANCY AGREEMENT:** LAURA SPATHANAS SPOKE ABOUT ANCHOR FOOD PANTRY AND THE NEED IT FILLS FOR THE TOWN. THE ANCHOR OPENED SINCE MARCH 2020 AND, UP UNTIL THIS SUMMER, THEY HAVE BEEN SEEING 40-50 FAMILIES PER MONTH. SINCE THIS SUMMER, DUE TO INFLATION AND RISING GROCERY PRICES, THEY ARE SEEING 80-85 FAMILIES PER MONTH AND HAVE BEEN STRUGGLING TO HAVE ENOUGH FOOD. THEY'VE REMODELED THEIR SERVICE PLAN TO LIMIT ITEMS TO STRETCH INVENTORY AND ARE HOLDING MONTHLY FOOD DRIVES TO SUPPLEMENT WHAT THEY GET FROM THE BOSTON FOOD BANK. SCHOOLS AND CHURCHES ARE PARTICIPATING. THEIR NEEDS VARY DEPENDING ON WHAT THE BOSTON FOOD BANK SENDS BUT THEY USUALLY NEED STAPLES SUCH AS CEREAL AND PERSONAL ITEMS. THE PANTRY ACCEPTS CASH, CHECKS AND PAY PAL. THEY WERE ABLE TO BUY A COMMERCIAL REFRIGERATOR THANKS TO A DONATION FROM THE YACHT CLUB. THEY ALSO PROVIDE BACK TO SCHOOL BACKPACKS TO STUDENTS. DISCUSSED HAVING A PANEL DISCUSSION TO HELP PEOPLE BECOME FOOD SECURE.

UPON **MOTION**, DULY MADE BY KATIE PHELAN, SECONDED BY DAVID GRISHMAN, IT WAS UNANIMOUSLY **VOTE** TO APPROVE THE USE & OCCUPANCY AGREEMENT FOR THE ANCHOR PANTRY, 86 BURRILL STREET, FOR 2023: ALL IN FAVOR: YES. ANY OPPOSED: NO. MOTION CARRIES.

4. **DISCUSSION OF 2ND QUARTER OF FY23'S BUDGET:** MR. LUDDY DISCUSSED REVENUES THROUGH 12/31/22. EXCISE TAX BILLS ARE MAILED OUT IN THE 3RD QUARTER, WHICH IS WHY THEY AREN'T SHOWING UP. SO FAR, BOAT, CANNABIS SALES TAX AND RENTAL INCOME ARE EXCEEDING EXPECTATIONS, T-MOBILE RENEWED THEIR CELLULAR TOWER LEASE ON THE WATER TOWER, LICENSES & PERMITS ARE TRENDING UP, INVESTMENT INCOME IS UP, PEG RECEIPTS & SOLID WASTE FEES ARE ON TARGET AS ARE INDIRECT COSTS BUT TRAFFIC ENFORCEMENT IS DOWN AND ENTERPRISE FUNDS (WATER & SEWER RECEIPTS) ARE TRENDING SLIGHTLY BELOW TARGET. MR. LUDDY FEELS WE ARE ON TARGET FOR NET REVENUES. THE POLICE DEPT. WEREN'T ISSUING A LOT OF TICKETING DUE TO COVID AND HAVE NOT INCREASED THEIR TICKETING SINCE. PRIOR TO 2020, \$75,000 IN FINES WAS NORMAL. ACCORDING TO THE ASSESSOR, BOAT EXCISE TAX REVENUE SHOULD DOUBLE BECAUSE THEY WORKED TO UPDATE REGISTRATION DATA. THE TOWN ALSO RECEIVED ONE TIME FUNDS, PAYMENTS IN LIEU OF PAVING, FROM NATIONAL GRID DUE TO STREET OPENING SO THE TOWN TOOK CARE OF THE PAVING. CANNABIS IMPACT FEES WERE BUDGETED AT \$90,000 BUT THE TOWN DIDN'T RECEIVE ANY. WE CAN NO

LONGER USE A PERCENTAGE OF SALES, INSTEAD WE HAVE TO IDENTIFY SPECIFIC IMPACTS, CALCULATE THOSE IMPACTS AND SEND THE CANNABIS COMPANY AN INVOICE.

MS. SARRO DISCUSSED EXPENDITURES THROUGH 12/31/22. THERE ARE A NUMBER OF ITEMS THAT ARE PAID UP FRONT AT THE BEGINNING OF THE FISCAL YEAR AND THE TOWN IS ON TARGET TO WHERE WE EXPECT TO BE AT THIS TIME OF THE YEAR. MS. FLETCHER ASKED IF THE TOWN HAS GONE OUT TO BID FOR SOME OF THE EXPENDITURES, SPECIFICALLY THE INSURANCES? HUB SHOPS OUR POLICIES AROUND AS NEEDED. THE TOWN HAS NOT SHOPPED FOR COMPANIES IN A FEW YEARS. HEALTH INSURANCE IS ON TRACK TO BE ON BUDGET THIS YEAR AND IS BETTER THAN THE LAST 2 YEARS; UNEMPLOYMENT IS PROJECTED TO BE ON BUDGET AS WELL AS A NUMBER OF DEPARTMENTS. A FEW ITEMS OF CONCERN INCLUDE THE LEGAL AND INSURANCE LINE ITEMS DUE TO THE PURCHASE OF THE HAWTHORNE; PAYROLL TAXES HAVE INCREASED DUE TO WAGE INCREASES; POLICE AND FIRE INJURIES ARE BEING WATCHED TO KEEP THAT BUDGET ON TRACK; REGARDING POLICE & FIRE SALARIES AND EXPENSES - POLICE EXPENSES ARE AT 70% PRIMARILY DUE TO THEM BEING PAID OUT AT THE BEGINNING OF THE FISCAL YEAR. THE UNIFORM LINE ITEM OVER BUDGET BECAUSE NEW CADETS NEED UNIFORMS THAT ARE SIGNIFICANTLY MORE EXPENSIVE THAN THEIR NORMAL UNIFORMS FOR THE ACADEMY. THERE WAS ALSO A DISCUSSION ABOUT THE LEGAL BUDGET AND IF THE TOWN IS USING MORE OUTSIDE LEGAL HELP (YES). MS. FLETCHER ASKED IF WE HAVE TIMELINES WHEN POLICE OR FIRE GO OUT ON DUTY INJURY (THEY CONTINUE ON PAYROLL AS LONG AS THEY HAVE ACCRUALS).

THERE WAS A BRIEF DISCUSSION ABOUT POLICE AND FIRE OVERTIME BUDGETS WHICH HAVE BEEN TRENDING HIGHER THAN AVERAGE. THE BOARD ASKED THAT THIS BE TABLED UNTIL BOTH THE POLICE AND FIRE CHIEFS CAN BE AT THE MEETING. THE ONLY BUDGETS MS. SARRO IS CONCERNED ABOUT GOING OVER BUDGET ARE POLICE AND FIRE.

5. DISCUSSION OF FY24 BUDGET PREPARATION: THE TOWN IS ON TRACK WITH THE BUDGET TIMELINE. DEPARTMENT HEADS HAVE SUBMITTED TWO SCENARIOS – LEVEL FUNDED & A 10% REDUCTION. WE HAVE PRELIMINARY HEALTH INS AND PRELIMINARY DEBT AS WELL AS OTHER PROJECTIONS. WE WILL HAVE TO TRIM \$1.5M TO MAKE THE FINANCIAL POLICIES FOR FY24 WHICH CALL FOR 2% PLUS NEW GROWTH. TA FITZGERALD DISCUSSED IMPLEMENTING A LEVEL FUNDED BUDGET 5 YEARS AGO. HEALTH CARE IS UP OVER 5% THIS YEAR. THE FINANCIAL TEAM IS LOOKING AT EVERY BUDGET, INCLUDING A NUMBER OF BUDGETS THAT ARE HIGHER THAN WHAT WE CAN SUSTAIN. WE WILL CONTINUE TO MEET W DEPARTMENT HEADS, LOOK AT REVENUES AGAIN AND PRIORITIZE. MS. FLETCHER ASKED ABOUT HEALTH INSURANCE: THE TOWN IS PART OF THE STATE’S PROGRAM, GIC, WHICH HAS 10 HEALTH INSURANCE PLANS & 6 MEDICARE PLANS. RATES VARY BY PLAN AND INCREASE AT DIFFERENT INCREMENTS AND AREN’T RECEIVED UNTIL JUST BEFORE OPEN ENROLLMENT. THE BUDGET LINE INCREASE IS 5.3% ABOVE LAST YEAR OR \$7.17M FOR 774 TOWN & SCHOOL (82%) EMPLOYEES, RETIREES AND THEIR FAMILIES. THE TOWN COVERS ALL EMPLOYEES. THE PAC AGREEMENT IS IN EFFECT FOR ANOTHER 18 MONTHS AND WILL BE RENEGOTIATED, STARTING IN 6 MONTHS; THE PENSION LINE ITEM WILL INCREASE 5.9% ABOVE LAST YEAR. THE RETIREMENT BOARD WILL BE BEFORE THE SELECT BOARD AFTER THEIR REVALUATION IN APRIL AND WILL DISCUSS THE UPDATED FUNDING NUMBERS, THE LOCAL OPTION OF 2% COLA. MS. FLETCHER ASKED IF THIS SHOULD HAPPEN BEFORE APRIL. NONE OF THE DISCUSSION WITH THE RETIREMENT BOARD WILL IMPACT FY24 NUMBERS. WITH RISING INTEREST RATES, RETIREMENT FUND PERFORMANCE HAS BEEN BETTER THAN PROJECTED. MR. SPELLIOS ASKED WHAT ELSE IMPACTS FY24 AND CAN WE REDUCE OUR LIABILITY IN FY24? CONVERSATIONS CAN BE HAD ABOUT EXTENDING THE FUNDING SCHEDULE. THERE WILL BE NO TRUE DOLLAR AMOUNT UNTIL THE VALUATION COMES IN, IN APRIL AND SHE HAS REQUESTED SCENARIOS FROM AN ACTUARY WHO HAS GIVEN A GENERAL UPDATE THAT 2021’S MARKET PERFORMANCE WAS AMAZING BUT 2022’S WAS NOT. THE CONTINGENCY, NOT INCLUDED IN THE FUNDING SCHEDULE, MAY BE REDUCED AND THERE MAY NOT BE MUCH IMPACT TO FUNDING SCHEDULE. MS. SARRO HAS ASKED THE ACTUARY TO KEEP THE YEAR-TO-YEAR FUNDING AS CLOSE TO 2-3% TO STAY WITH THE TOWN’S FINANCE POLICIES.

6. SELECT BOARD & TOWN ADMINISTRATOR’S 2023 GOALS: THERE WAS A DISCUSSION ABOUT THE SELECT BOARD AND TOWN ADMINISTRATOR’S GOALS. MS. PHELAN WOULD LIKE TO ADD AN ADDITIONAL GOAL AS SHE SPOKE TO TA FITZGERALD REGARDING HIRING A DIVERSITY, EQUITY & INCLUSION (DE&I) CONSULTANT, FOSTERING A LARGER CONVERSATION IN TOWN AND TOWN HALL & ADDING SOME TRAINING TO STAFF. TA FITZGERALD WANTS TO SEE THIS BECOME MORE OF AN INSTITUTIONAL VALUE, STATING THAT WE HAVE MORE WORK TO DO AND IT IS HELPFUL TO HAVE THIS AS A GOAL. MR. DUFFY’S EMPLOYER HAS CREATED A DEI WORKING GROUP WHICH HAS TALKED ABOUT THE AGENCY’S GOALS AND HOW TO ACCOMPLISH THEM. HE SUPPORTS THIS GOAL AND WOULD LIKE TO GET THIS MOVING.

THERE WAS A DISCUSSION REGARDING THE TA’S EVALUATION, WHICH IS FROM JULY-JUNE YET GOALS AREN’T SET UNTIL JANUARY. THE BOARD WOULD LIKE TO HELP HIM PRIORITIZE.

MR. GRISHMAN FEELS THAT IMPROVED COMMUNICATIONS IS VERY IMPORTANT AND WOULD LIKE TO SEE EVENTS ON THE TOWN CALENDAR AND CONTINUED EXPANSION OF THE NEWSLETTER. TA FITZGERALD WILL WORK WITH DIFFERENT GROUPS TO GET EVENTS UPDATED. CURRENTLY, HE GETS BULLETED UPDATES FROM DEPARTMENT HEADS DURING BI-WEEKLY MEETINGS BUT THE CALENDAR OF EVENTS IS NOT UPDATED. HE ASKED THE BOARD TO HELP IDENTIFY PROGRAMS THAT THEY FEEL BELONG ON THE WEBSITE.

MS. FLETCHER STATED THAT SHE GETS MORE COMMENTS ABOUT THE TOWN'S WEBSITE AND HOW IT CAN BE IMPROVED. HER NUMBER 1 GOAL IS CONTINUED IMPROVEMENTS OF TOWN FINANCES. SHE WOULD LIKE TO SEE WHAT FINANCES WILL BE IN 10 YEARS, CAPITAL BUDGET OVER THE NEXT 20 YEARS AND THE FORECAST FOR TAXES. THIS IS ONE OF TA FITZGERALD'S STRENGTHS AND SHE WOULD LIKE TO HELP PEOPLE GET EDUCATED & UNDERSTAND TOWN FINANCES. MS. FLETCHER ALSO DISCUSSED HOW THE HADLEY, AND INFRASTRUCTURE WILL AFFECT LONG-TERM FINANCES? TA FITZGERALD STATED THAT WE CAN DEVELOP A STRONGER CAPITAL PLAN AND TIE IT INTO A LONGER TERM FINANCIAL PLAN.

MR. SPELLIOS STATED THAT THE LIST OF THE TA'S GOALS IS PART OF THE SELF-EVALUATION AND FEELS IT IS A GREAT ROADMAP AND A REFLECTION OF HIM BEING TUNED IN TOWN NEEDS AND WANTS.

MR. DUFFY FEELS THE TA'S EVALUATION SHOULD HAPPEN IN THE FALL, OTHERWISE WE'RE TALKING ABOUT MAY AND IS THAT ENOUGH TIME TO PURSUE THESE GOALS? MS. PHELAN FEELS THE TIMELINE ISN'T CONDUCIVE. THE TA'S EVALUATION WAS 60 DAYS AFTER WE (SHE & MS. FLETCHER) STARTED. THERE WAS A DISCUSSION ABOUT CHANGING THE TIMELINE AND CHANGING EXPECTATIONS DUE TO TIMING. THIS ALLOWS FOR BETTER UNDERSTANDING OF WHETHER GOALS ARE MET.

C. APPROVAL OF CONSENT AGENDA:

- i. **COOKIE MONSTAH ENTERTAINMENT LICENSE**
- ii. **MINUTES OF THE REGULAR MEETINGS OF 3/2/22, 1/11/23 & 1/25/23**

UPON **MOTION**, DULY MADE BY DAVID GRISHMAN, SECONDED BY MARY ELLEN FLETCHER, IT WAS UNANIMOUSLY **VOTED**: TO APPROVE THE CONSENT AGENDA AS PRESENTED: ALL IN FAVOR: YES. ANY OPPOSED: NO. MOTION CARRIES.

D. TOWN ADMINISTRATOR'S REPORT:

- i. I CONTINUE TO DISCUSS STRATEGIES WITH ATTY. SIMMS TO SETTLE AI'S LAWSUIT AND WILL UPDATE THE BOARD AS INFORMATION BECOMES AVAILABLE
- ii. THE 2023 TRASH & RECYCLING GUIDE IS AVAILABLE AND WILL BE MAILED WITH THE CENSUS. IT CAN ALSO BE FOUND ON THE TOWN'S WEBSITE UNDER THE "HOW DO I" TAB
- iii. THE NEXT STEP FOR SUPREME COURT'S PUBLIC RIGHT-OF-WAY ACCEPTANCE HAS BEEN COMPLETED. THE LAST STEP IS TO RECORD THE ORDER OF TAKING AT THE REGISTRY OF DEEDS
- iv. BOTH THE FIRE & POLICE CHIEFS ARE TAKING STEPS TO ADDRESS THEIR OVERTIME BUDGET CHALLENGES TO PREVENT THEM FROM ENDING THE FISCAL YEAR IN THE RED
- v. AMY SARRO & PATRICK LUDDY UPDATED THE BOARD ON WHERE WE STAND THROUGH THE 2ND QUARTER OF FY23
- vi. FY24'S PROPOSED BUDGET IS GOING TO BE VERY TIGHT DUE TO SIGNIFICANT INCREASES IN RETIREMENT & COLA
- vii. I WILL CONTINUE TO WORK WITH THE BOARD IN PRIORITIZING THIS YEAR'S GOALS, PROJECTS AND INITIATIVES
- viii. WE HAD A PRODUCTIVE DAY SATURDAY WITH CLOSE TO 400 RESIDENTS IN ATTENDANCE. THE CONSULTANTS ARE NOW WORKING ON COMMON THEMES AND WILL BE BACK TO US WITH THEIR PRESENTATION
- ix. I HAD A PRODUCTIVE LUNCH WITH RABBI RAGOZIN OF THE CONGREGATION SHIRAT HAYAM LAST WEEK. HE WOULD LIKE TO WORK MORE CLOSELY WITH THE TOWN IN ELIMINATING HATE AND ANTI-SEMITISM
- x. REMEMBER TO RETURN YOUR CENSUS ALONG WITH THE DOG LICENSE APPLICATION & FEE, IF APPLICABLE, AS SOON AS POSSIBLE
- xi. THE CLIMATE ACTION PLAN COMMITTEE HAS A BUSY AGENDA FOR ADDRESSING THE IMPACT OF GLOBAL WARMING AND ARE WORKING TO ENSURE SWAMPSCOTT HAS A PLAN TO PRESENT AT THE ANNUAL TOWN MEETING IN MAY
- xii. CONSERVATION RESTRICTIONS WILL BE PUT ON THE DEEDS FOR OUR NEWLY PURCHASED ARCHER STREET PROPERTIES. ESSEX GREENBELT WILL BE THE STEWARDS TO ENSURE THAT THESE PROPERTIES REMAIN AS PRISTINE AS POSSIBLE. I HIGHLY ENCOURAGE RESIDENTS TO TAKE A WALK THROUGH THERE
- xiii. SUMMER RECREATION PROGRAM ENROLLMENT IS OPEN ON THE RECREATION WEBSITE
- xiv. BOTH POLICE AND FIRE CONTINUE TO HOLD ROLLING ENTRANCE EXAMS AND ARE ACTIVELY RECRUITING. I HAVE ALSO SPOKEN TO LYNN MAYOR NICHOLSON ABOUT THE EXPIRED DISPATCH CONTRACT ALONG WITH RETIRED CHIEFS MADIGAN & KURZ AND CURRENT CHIEF QUESADA ABOUT THE REDUNDANCY OF HAVING A POLICE OFFICER ANSWERING CALLS AT HQ WHILE ALSO HAVING A DISPATCH CONTRACT WITH LYNN
- xv. THE LIBRARY'S NEW WEBSITE SHOULD BE UP & RUNNING IN THE SPRING. LIBRARY DIRECTOR JONATHAN NICHOLS IS ALSO WORKING ON EXPANDING PROGRAMMING AS WELL AS MATERIALS THAT CAN BE BORROWED
- xvi. HUMAN RESOURCES CONTINUES TO RECRUIT AND HIRE TO FILL VACANCIES AT A DILIGENT PACE, HAVING RECENTLY FILLED TWO MECHANICAL EQUIPMENT OPERATOR VACANCIES AT DPW. THEY ARE INTERVIEWING CANDIDATES FOR THE ASSISTANT ASSESSOR POSITION AND ARE SEEKING CANDIDATES FOR THE NEW ASSISTANT DIRECTOR OF PLANNING — THE JOB DESCRIPTION IS ON THE TOWN'S WEBSITE.
- xvii. COMMUNITY DEVELOPMENT HELD A FORUM TO DISCUSS ALLOWING ACCESSORY DWELLING UNITS (ADUs) IN TOWN. THERE ARE CONCERNS WITH HOW THESE MAY AFFECT OUR NEIGHBORHOODS.

MS. FLETCHER ASKED ABOUT HIRING A CONSULTANT FOR THE PLANNING DEPT. TA FITZGERALD STATED THAT THEY ARE DISCUSSING IT BUT ARE ALSO IN THE PROCESS OF INTERVIEWING CANDIDATES.

MR. GRISHMAN ASKED WHAT THE NEXT STEPS ARE FOR THE HAWTHORNE AND HADLEY? (THERE WILL BE DEBRIEFING NEXT WEEK WHICH WILL INCLUDE DISCUSSION OF THE NEXT STEPS AS WELL AS THE DATA THAT WAS COLLECTED AND A SCHEDULE OF ADDITIONAL COMMUNITY ENGAGEMENT ACTIVITIES.). THE BOARD IS CONCERNED THAT THE HADLEY WILL BE EMPTY FOR A LONG PERIOD OF TIME ONCE THE SCHOOL IS DONE USING IT AND WANT IT TO BE A PARAMOUNT FOCUS. THE HAWTHORNE MAY BE EMPTY 10/31 AND THEY WANT TO PRIORITIZE THE TEMPORARY USE, WHICH WILL REQUIRE APPROVAL FROM TOWN MEETING, AND ESTABLISH A WORKING GROUP. BOTH THE HADLEY & HAWTHORNE SHOULD BE THOUGHT OF AS ONE PROJECT, NEITHER SHOULD BE NON-REVENUE PRODUCING. MR. SPELLIOS AND MR. DUFFY WILL WORK ON A COMMUNICATION WITH THE COMMITTEE TO THINK ABOUT THEIR IDEAS IN RELATION TO THE HAWTHORNE. TA FITZGERALD WILL ASK STAFF FOR AN RFI FOR THE TEMPORARY USE OF THE HAWTHORNE

E. SELECT BOARD TIME:

MR. DUFFY: THANKED JOE, ETHAN & H.S. STUDENTS FOR BEING AT THE HAWTHORNE IDEA EXCHANGE, THEY WERE PROFESSIONAL. HE ALSO THANKED MARZIE, WHO DID THE WORK OF 10 PEOPLE, AND ALL OF THE TOWN STAFF, THOSE WHO WORKED THE IDEA EXCHANGE & THOSE WHO ATTENDED.

MS. FLETCHER: THANKED JOE D, ANDREW & NATHAN FOR ANOTHER GREAT SELECT BOARD PRODUCTION. IT IS AWESOME SEEING STUDENTS GETTING INVOLVED.

MR. GRISHMAN: IS WORKING WITH THE RECREATION COMMISSION TO PUT LOW COST/NO COST EVENTS TOGETHER FOR THIS SUMMER. THEY HAVE TALKED TO EAST REGIMENT AND BENT WATER AND WILL TALK TO THE ATHANAS'S RE: HOSTING A ST. PATRICK'S DAY FUNDRAISER. MS. FLETCHER ASKED IF THE TOWN IS OBLIGATED TO GO OUT TO BID FOR THESE EVENTS (PER MR. SPELLIOS, NO).

MS. PHELAN: NOTHING TO ADD.

MR. SPELLIOS: NOTHING TO ADD.

UPON **MOTION**, DULY MADE BY DAVID GRISHMAN, SECONDED BY MARY ELLEN FLETCHER, IT WAS UNANIMOUSLY **VOTED:** TO ADJOURN AT 8:30 P.M.: ALL IN FAVOR: YES. ANY OPPOSED: NO. MOTION CARRIES.

TRUE ATTEST,

Dianne Marchese

DIANNE MARCHESE, ADMINISTRATIVE ASSISTANT TO THE TOWN ADMINISTRATOR & SELECT BOARD

MINUTES APPROVED BY THE SELECT BOARD ON 2/15/23

ATTACHMENTS:

BLACK HISTORY MONTH PROCLAMATION

SUPREME COURT ROAD ACCEPTANCE DOCUMENTATION

ANCHOR PANTRY 2023 USE & OCCUPANCY AGREEMENT

FY23 Q2 OPERATING BUDGET PRESENTATION

COOKIE MONSTAH ENTERTAINMENT LICENSE APPLICATION

TOWN ADMINISTRATOR'S REPORT



Black History Month

Whereas: February is Black History Month and we call upon the Citizens and Public and Local officials of the Town of Swampscott to honor the history and achievements of Black Americans and to reflect on the centuries of struggle that have brought us to this historic moment of time to lived up to the founding principles of our Nation and the Town of Swampscott – that all people are created equal and have the right to be treated equally throughout their lives; and

Whereas: This observance affords a special opportunity to become more knowledgeable about Black heritage, and to honor Black citizens who have contributed to Swampscott's economic, cultural, spiritual, and political development: and

Whereas: After the Civil War, Exodusters migrated from the South and settled in the Commonwealth of Massachusetts; they brought with them the desire for economic opportunities, freedom from oppression and harassment, and freedom to create their own lives; these settlers played an important role in settling the Commonwealth of Massachusetts and the Town of Swampscott, as well as the rest of the United States; and

Whereas: In 1915, Dr. Carter Godwin Woodson, noted Black scholar and son of former slaves, founded the Association for the Study of Negro Life and History, which was later renamed the Association for the Study of African American Life and History (ASALH); and

Whereas: Dr. Woodson initiated Black History Week, February 12, 1926; and for many years, the second week of February, chosen to coincide with the birthdays of Frederick Douglass and Abraham Lincoln, was celebrated by Black peoples in the United States, and

Whereas: In 1976, as part of the nation's bicentennial, Black History Week was expanded and became established as Black History Month, and is now celebrated all over North America, Canada and Europe; and

Whereas: While the observance of Black History Month calls our Town's attention to the continued need to battle racism and to build a society that lives up to its democratic ideals, this year's celebrations and recognition of Black History Month are especially significant as we reflect on the historic challenges facing our community and our Nation at this time; and

Whereas: We acknowledge that Black History is American History - stories and facts fully interwoven in the political, economic, cultural, scientific, and democratic fabric that make up our great Nation; and

Whereas: The Town of Swampscott, continues to be anguished by the **MURDER** of **George Floyd**, and since George Floyd's murder by Police, 181 Black people in the U.S. have been killed by the police, according to data from research group Mapping Police Violence, most recently, **Tyre Nichols** and it remains a shocking failure that many Black peoples, especially young Black men and women, are unfairly harassed and threatened and unjustly treated in Swampscott and our Nation; and

Whereas: We are proud to celebrate Black History Month and pledge our continued commitment to build a welcoming community – one that reflects the full talents and diversity of the American people and that celebrates Swampscott's second annual Juneteenth Celebration, among other efforts by Swampscott and broader Community that is committed to build a future that is inclusive and ready to confront deep racial inequities and the systemic racism that continue to plague our community and Nation; and

Whereas: The Town of Swampscott commits to doing everything in our power to demand that we all seek a greater understanding and implement changes to ensure that racism, anti-Semitism and the unjust treatment of any person is not tolerated in any way or form within the Town of Swampscott.

Whereas: Swampscott Unites Respects Embraces (S.U.R.E) Diversity will host a Black History Month celebration on Monday, February 27th, 7PM at First Church to share important conversations about Swampscott's Black History and work to build a more inclusive community.

Now, Therefore, the Town of Swampscott hereby establishes that February 2023 to be:

"Black History Month"

in the Town of Swampscott, Massachusetts and encourage all faith based and non-profit organizations, residents, businesses, civic and public institutions to acknowledge, honor, value and celebrate **Black Citizens** and celebrate our diverse heritage and culture and continue our efforts to create a world that is more just, peaceful, and prosperous for all.

In Witness Whereof, we have here unto set our hands and caused to be affixed the GREAT Seal of the Town of Swampscott, Massachusetts, this 1st day of February 2023.

Laurence Neal Duffy
Chair, Select Board

David Grishman
Vice Chair, Select Board

Mary Ellen Fletcher
Select Board

Catherine Phelan
Select Board

Peter Spellios
Select Board

Sean Fitzgerald
Town Administrator



COMMONWEALTH OF MASSACHUSETTS

ESSEX, SS.

TOWN OF SWAMPSCOTT

ORDER OF TAKING

At a regularly convened meeting of the Select Board of the Town of Swampscott (the “Town”) held on this 1st day of February, 2023, it was voted and ordered as follows:

The Select Board of the Town of Swampscott, duly elected, qualified, and acting as such, on behalf of the Town and by virtue of and in accordance with the authority of the vote taken under Article 8 of the December 5, 2022 Special Town Meeting, a certified copy of which is attached hereto and incorporated herein, the provisions of Chapter 79 and Chapter 82, Sections 21-24 of the General Laws, and any and every other power and authority hereunto enabling it in any way, hereby takes a permanent easement, for any and all purposes for which public ways are used in the Town of Swampscott, together with attendant customary uses, including, without limitation, for the purposes of constructing, inspecting, operating, maintaining, repairing, removing, replacing and relocating rights of way and any and all structures and facilities necessary or convenient to support the same, or related thereto, including, without limitation, rights of way, sidewalks, signs, drains, utilities, and any related appurtenances, in, on and under the parcel of land shown as “Supreme Court” on a plan entitled “Subdivision Plan of Land in Swampscott,” dated February 3, 1987, prepared by Carter & Towers Engineering Corp., Surveyors, recorded with the Essex South District of the Land Court as Plan 14207I (the “Road Easement Premises”). Any water, sewer, and drainage facilities located within the Road Easement Premises are included in this taking.

Also taking a permanent drainage easement in, on and under the parcel of land shown as “Drain (10.00 Wide) Easement,” located upon Lot 39, on a plan entitled “Subdivision Plan of Land in Swampscott,” dated April 14, 1993, prepared by Hayes Engineering, Inc., Surveyors, recorded with the Essex South District of the Land Court as Plan 14207J (the “Drain Easement Premises,” together with the Road Easement Premises, the “Easement Premises”) for the purposes of constructing, inspecting, operating, maintaining, repairing, removing, replacing and relocating drainage appurtenances and/or facilities related thereto, and for any and all other uses incidental thereto.

The Town shall have the right to enter upon and pass over the Easement Premises from time to time, by foot, vehicle, or heavy equipment, for all any and all purposes stated herein and uses necessary or incidental thereto, including, without limitation, using and temporarily storing, as needed, construction equipment, materials or other incidental items within the Easement Premises for the purposes set forth herein. No temporary or permanent buildings, structures or other objects shall be constructed, installed or placed upon the Easement Premises by any party other than the Town.

The taking includes the right of the Town to remove any buildings, structures, objects, utilities and/or vegetation (including trees and shrubs) now or hereafter located within the Easement Premises whenever their removal shall be necessary or convenient to exercise the rights taken hereunder and/or

for the purposes set forth herein. Utilities and related facilities located within the Easement Premises that are owned by private utility companies and easements held by private utility companies are not taken.

The parcels of land subject to said easement are owned or supposed to be owned and/or formerly owned by the parties listed in Exhibit A, which parties are hereinafter collectively referred to as Owners. If in any instance the name of any Owner is not correctly stated, the names of the supposed Owners being given as of this Order of Taking, it is understood that in such instance the land referred to is owned by an Owner or Owners unknown to us, and said easements are hereby taken.

We have determined that no persons will sustain damages in their property by reason of the herein taking, all in accordance with the provisions of G.L. c.79, §6, as amended, and accordingly award no damages for this taking. The purpose of this taking is to complete the layout and acceptance of Supreme Court as a public way.

Betterments are not to be assessed under this taking.

[Signature Page Follows]

IN WITNESS WHEREOF, we, the duly elected and authorized members of the Swampscott Select Board have hereunto set our hands and seals on this 1st day of February, 2023.

TOWN OF SWAMPSCOTT,
By its Select Board

Laurence Neal Duffy, Chair

David Grishman, Vice Chair

Peter Spellios, Member

Catherine Phelan, Member

Mary Ellen Fletcher, Member

COMMONWEALTH OF MASSACHUSETTS

Essex, ss.

On this _____ day of January, 2023, before me, the undersigned notary public, personally appeared _____, member(s) of the Swampscott Select Board, as aforesaid, who proved to me through satisfactory evidence of identification, which was _____, to be the person whose name is signed on the preceding document, and acknowledged to me that he/she/they signed it voluntarily for its stated purpose on behalf of the Town of Swampscott.

Notary Public
My Commission Expires:

EXHIBIT A

Owners

Owner(s): Robert Kruger and Kelly Kruger

Property Interest(s): Easement in Supreme Court

Property Address: 1 Supreme Court, Swampscott, Massachusetts

Mailing Address: 1 Supreme Court, Swampscott, MA 01907

Deed Reference: Essex South District of the Land Court, Certificate of Title No. 93958, shown on Land Court Plan 14207J

Owner(s): Donald Jones and Anna Davydova

Property Interest(s): Easement in Supreme Court; 10' Wide Drainage Easement

Property Address: 4 Supreme Court, Swampscott, Massachusetts

Mailing Address: 4 Supreme Court, Swampscott, MA 01907

Deed Reference: Essex South District of the Land Court, Certificate of Title No. 87345, shown on Land Court Plan 14207J

Owner(s): Matthew Leahy and Deborah Leahy, Trustees of the Deborah Leahy Revocable Trust

Property Interest(s): Easement in Supreme Court

Property Address: 5 Supreme Court, Swampscott, Massachusetts

Mailing Address: 5 Supreme Court, Swampscott, MA 01907

Deed Reference: Essex South District of the Land Court, Certificate of Title No. 77615, shown on Land Court Plan 14207J

Owner(s): Daniel R. Santanello and Sandra L. Santanello

Property Interest(s): Easement in Supreme Court

Property Address: 6 Supreme Court, Swampscott, Massachusetts

Mailing Address: 6 Supreme Court, Swampscott, MA 01907

Deed Reference: Essex South District of the Land Court, Certificate of Title No. 69230, shown on Land Court Plan 14207J

Owner(s): Erik Sylven and Carrie J. Sylven

Property Interest(s): Easement in Supreme Court

Property Address: 7 Supreme Court, Swampscott, Massachusetts

Mailing Address: 7 Supreme Court, Swampscott, MA 01907

Deed Reference: Essex South District of the Land Court, Certificate of Title No. 88264, shown on Land Court Plan 14207J

Owner(s): Christopher Lazzaro and Suzanne Lazzaro

Property Interest(s): Easement in Supreme Court

Property Address: 10 Supreme Court, Swampscott, Massachusetts

Mailing Address: 10 Supreme Court, Swampscott, MA 01907

Deed Reference: Essex South District of the Land Court, Certificate of Title No. 86911, shown on Land Court Plan 14207J

Owner(s): Corinne Broderick, Trustee of the Corinne Broderick Trust

Property Interest(s): Easement in Supreme Court

Property Address: 13 Supreme Court, Swampscott, Massachusetts

Mailing Address: 13 Supreme Court, Swampscott, MA 01907

Deed Reference: Essex South District of the Land Court, Certificate of Title No. 95397, shown on Land Court Plan 14207J



Town of Swampscott

OFFICE OF THE SELECT BOARD
Elihu Thomson Administration Building
22 Monument Avenue
Swampscott, MA 01907-1940

Neal Duffy, Chair
David Grishman, Vice Chair
Mary Ellen Fletcher
Katie Phelan
Peter A. Spellios

Sean R. Fitzgerald
Town Administrator
Tel: (781) 596-8850
Email: sfitzgerald@swampscottma.gov

USE AND OCCUPANCY AGREEMENT

Premises: Approximately 951.5 square feet of space at
86 Burrill Street, Swampscott, MA 01907

The Town of Swampscott (“Owner”) and Anchor Food Pantry (“Anchor”) agree as follows:

1. **Premises:** Consisting of approximately 951.5 square feet of ground floor space and three (3) parking spaces, as designated in Attachment A within the property known as 86 Burrill Street, Swampscott, MA (the “Property”). The premises are delivered vacant, and Anchor accepts the premises in its present and “as is” condition.
2. **Permitted Use:** Anchor shall use the premises for storage and distribution of food and food pantry items.
3. **Occupancy and Term:** Anchor shall have the right to use and occupy the premises starting on May 18, 2023 for a period of not more than twelve (12) months. Anchor understands that this is a temporary occupancy agreement, and the occupancy cannot be extended beyond May 17, 2024 without the Owner’s permission. Anchor is responsible for providing written notification to Owner no less than four (4) months in advance of the termination date of its desire to extend this Agreement, whereupon Owner shall notify Anchor within thirty (30) days whether it elects to extend this Agreement, and the term thereof.
4. **Utilities and Maintenance:** The Owner will pay for utilities associated with the Premises including, but not limited to, electric, water, and sewer service. The Owner will also be responsible for maintenance including exterior care. Anchor will ensure that the premises is organized, clear of debris, and its use will not block any entrance/exit ways. Anchor is responsible for interior cleaning, installing any additional utility services, such as internet. The Owner will clear snow and ice from the driveway and parking spaces in accordance with the Town’s regular snow removal schedule, in its sole discretion. Additional removal and/or treatment will be at the discretion of the Occupant, at Occupants sole cost and expense.
5. **Anchor’s Insurance:** Anchor shall obtain and keep in force at its own expense so long as this Agreement remains in effect a General Liability Insurance policy on an occurrence basis to include broad form comprehensive general liability with a limit of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate. The policy shall name the Owner, and its officers, agents, servants, employees and consultants as additional insured parties. Anchor shall provide certification of liability insurance to the Owner.
6. **Additional Terms:**
 - a. **Property Upgrades:** Anchor acknowledges that ongoing upgrades to the Property may be in progress during the time of occupancy, including but not limited to: roof repairs, electrical work, and interior improvements. The Owner will make every effort to coordinate with Anchor so there is minimal disruption of the Anchor’s operations. Anchor will be responsible for moving supplies, shelving, and the

like as directed by the Inspector of Buildings or Facilities Director in order to allow the work to be conducted.

b. **Parking:** Anchor acknowledges that, when in operation, no staff or client vehicle shall block the ambulance entrance and exit.

7. **Delivery:** Anchor agrees that upon the termination of this Agreement, Anchor shall deliver the premises free of all personal property and debris and free of all occupants. Anchor agrees that Anchor shall be liable for all losses and damages, including reasonable attorney's fees, incurred by the Owner due to Anchor's failure to surrender the premises on the termination date in accordance with this Paragraph including, but not limited to, moving and storage costs, legal fees and court costs associated with the removal of Anchor or its belongings from the premises.

8. **Liability and Indemnification:** Anchor agrees that any personal belongings shall be on the premises at the sole risk and hazard of Anchor, and that the Owner shall not be responsible for any loss or any damage to any or all of Anchor's personal belongings. Anchor agrees to indemnify, defend, and hold the Owner harmless from all claims of any nature, whether for personal injury, property damage, or any other damage, caused to any person or entity, arising out of Anchor's use or occupancy of the premises, including any liability arising out of any injury to the Anchor, and its employees, representatives, contractors, invitees or guests (the "Anchor Parties"). Anchor further agrees that it will not make any claim, under any circumstances whatsoever, for any personal injuries or property damage or any other damages or injuries sustained by the Anchor Parties as a result of their use of the premises, regardless of the cause of said personal injuries, bodily damage, or other damages or injuries to them. Anchor shall be solely responsible for obtaining insurance for the contents of the premises and for Anchor's personal liability in reasonable amounts.

9. **Governing Law:** This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts.

10. **No Tenancy:** Anchor agrees that no tenancy of any nature has been established by the execution of this Agreement by the Owner. Anchor further understands that the occupancy right granted hereby is personal to Anchor and cannot be assigned or otherwise transferred.

Owner

Date


Anchor

Date

Q2 FY2023 OPERATING BUDGET REVIEW

Amy Sarro
02.01.2023

AGENDA

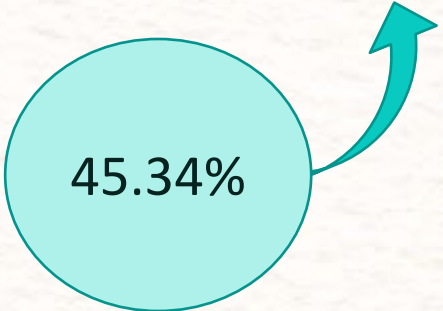
- Overview of Revenue
 - Overview of Expenditures
 - Areas of Concern
 - SPD/SFD Overtime
 - FY2024 Budget Development
- 

REVENUES THROUGH 12.31.2022

Source/Description	Actual FY 2020	Actual FY 2021	Actual FY 2022	Revised Budget FY 2023	Actual Year-to-Date FY 2023	% Received
<u>PROPERTY / REAL ESTATE TAXES</u>						
PROPERTY / REAL ESTATE TAXES	\$24,651,632	\$24,716,437	\$24,764,547	\$57,293,148	\$25,242,481	44.06%
PROPERTY / REAL ESTATE TAXES	\$24,651,632	\$24,716,437	\$24,764,547	\$57,293,148	\$25,242,481	44.06%
<u>STATE AID</u>						
TOTAL STATE AID	\$2,978,873	\$3,031,289	\$3,202,782	\$6,665,587	\$3,294,983	49.43%
<u>LOCAL RECEIPTS</u>						
MOTOR VEHICLE EXCISE	\$311,573	\$338,713	\$291,618	\$2,500,000	\$299,207	11.97%
MEALS/ROOMS TAX	\$156,227	\$143,864	\$231,167	\$310,000	\$240,725	77.65%
BOAT EXCISE	\$2,402	\$488	\$0	\$2,500	\$4,748	189.92%
PENALTIES/INTEREST ON OVERDUE TAXES	\$129,698	\$129,539	\$191,448	\$200,000	\$85,017	42.51%
FEES	\$126,932	\$148,174	\$139,928	\$223,000	\$287,607	128.97%
SOLID WASTE BAG FEES	\$0	\$0	\$80,542	\$0	\$140	0.00%
CANNABIS IMPACT FEES	\$0	\$0	\$5,455	\$90,000	\$0	0.00%
CANNABIS SALES TAX	\$0	\$0	\$5,492	\$90,000	\$59,377	65.97%
SHORT TERM RENTAL IMPACT FEE	\$0	\$0	\$0	\$10,000	\$0	0.00%
RENTALS	\$123,009	\$134,822	\$125,781	\$165,025	\$106,424	64.49%
DEPT REVENUE - LIBRARY	\$389	\$0	\$0	\$1,000	\$25	2.50%
DEPT REVENUE - CEMETERY	\$32,535	\$24,885	\$28,870	\$47,000	\$31,940	67.96%
DEPT REVENUE - RECREATION	\$9,082	\$8,170	\$4,069	\$42,000	\$5,403	12.86%
DEPT REVENUE - OTHER	\$2,140	\$1,070	\$1,070	\$2,000	\$1,070	53.52%
LICENSES & PERMITS	\$295,272	\$306,320	\$328,709	\$600,000	\$674,025	112.34%
FINES/FORFEITS	\$51,646	\$32,904	\$12,008	\$75,000	\$12,503	16.67%
INVESTMENT INCOME	\$110,893	\$12,330	\$9,646	\$90,000	\$835,727	928.59%
PAYMENTS IN LIEU OF TAXES	\$0	\$0	\$0	\$18,540	\$10,500	56.63%
MISC RECURRING**	\$1,336	\$2,204	\$947	\$0	\$2,341	0.00%
MISC NON-RECURRING**	\$459,595	\$16,894	\$948	\$0	\$186,202	0.00%
SUBTOTAL CONTINUING LOCAL RECEIPTS	\$1,812,729	\$1,300,377	\$1,457,697	\$4,466,065	\$2,842,981	63.66%
SUBTOTAL ALL LOCAL RECEIPTS	\$2,327,169	\$1,332,834	\$1,457,697	\$4,466,065	\$2,842,981	63.66%

REVENUES THROUGH 12.31.2022

Source/Description	Actual FY 2020	Actual FY 2021	Actual FY 2022	Revised Budget FY 2023	Actual Year-to-Date FY 2023	% Received
INTER-FUND ADJUSTMENTS						
ENTERPRISE FUND REIMB/INDIRECT COSTS	\$0	\$0	\$463,024	\$1,135,457	\$481,577	42.41%
SUBTOTAL INTER-FUND REVENUE	\$0	\$0	\$463,024	\$1,135,457	\$481,577	42.41%
ENTERPRISE FUNDS						
SEWER RECEIPTS	\$1,211,684	\$1,531,323	\$1,577,679	\$3,088,949	\$1,395,962	45.19%
WATER RECEIPTS	\$1,578,318	\$1,901,239	\$1,784,708	\$4,470,849	\$1,669,865	37.35%
PEG RECEIPTS	\$98,743	\$93,019	\$90,686	\$321,047	\$92,812	28.91%
SOLID WASTE RECEIPTS	\$0	\$0	\$0	\$173,950	\$79,071	45.46%
SUBTOTAL FROM ENTERPRISE FUNDS	\$2,888,745	\$3,525,582	\$3,453,074	\$8,054,795	\$3,237,710	40.20%
TOTAL REVENUE (GENERAL & ENTERPRISE)	\$32,846,418	\$32,606,142	\$33,341,124	\$77,415,052	\$35,099,732	45.34%



45.34%

NOTABLE REVENUE ITEMS

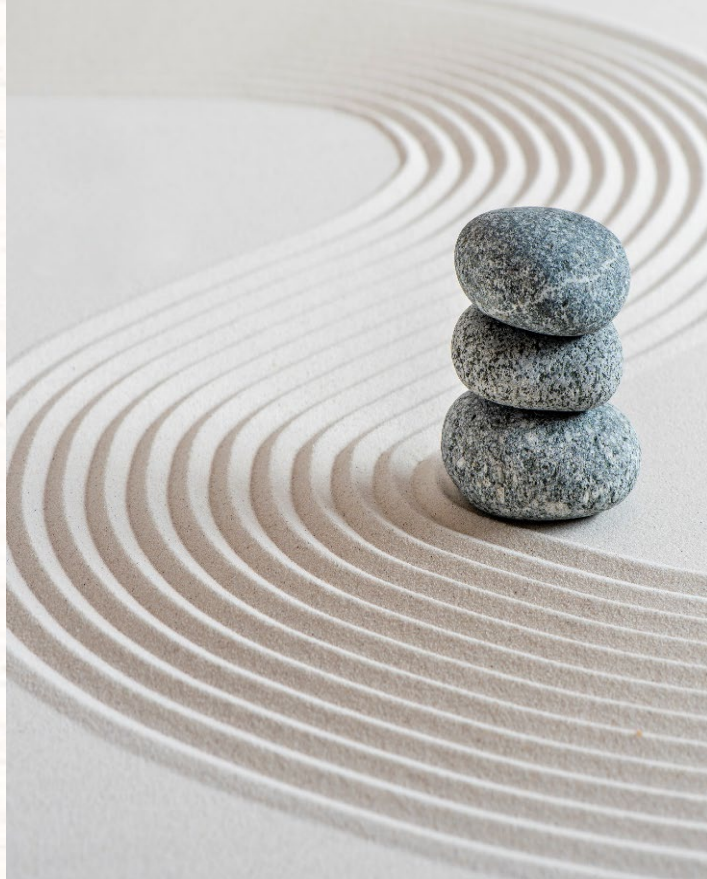
- Boat Excise is 189.92% due to updated assessment data
- Fees
 - Public Works received non-recurring payments from National Grid for reimbursement of paving totaling over \$185,000
 - Select Board receipts have already exceeded the estimate by \$875 for Common Vic Licenses and Block Parties
- Licenses/Permits
 - Non-recurring permit for Aggregate in October for \$334,220
- Cannabis Impact Fees have been eliminated effective November 9, 2022 and will not be realized



EXPENDITURES THROUGH 12.31.2022

Function/Description	Actual FY 2020	Actual FY 2021	Actual FY 2022	Revised Budget FY 2023	Actual Year-to-Date FY 2023	% of Budget Used
TOTAL LEGISLATIVE/TOWN MEETING	402	1,667	1,441	153,210	1,464	0.96%
TOTAL ADMINISTRATION & FINANCE	1,564,821	1,506,471	1,665,570	3,343,863	2,107,329	63.02%
TOTAL COMMUNITY DEVELOPMENT	296,511	278,324	340,373	739,770	311,773	42.14%
TOTAL PUBLIC SERVICES	1,501,809	1,493,086	1,534,024	2,214,968	973,274	43.94%
TOTAL PUBLIC SAFETY	3,547,809	3,456,549	4,122,851	7,840,031	4,010,779	51.16%
TOTAL HUMAN SERVICES	443,101	440,100	537,304	1,178,145	539,355	45.78%
TOTAL REGIONAL VOC TECH DISTRICT	375,191	413,894	146,965	630,472	472,854	75.00%
SWAMPSCOTT PUBLIC SCHOOLS	12,049,635	11,010,199	12,876,891	30,276,484	13,268,155	43.82%
TOTAL TRANSFERS	779,574	542	2,555	4,318	318	7.36%
DEBT SERVICE	1,232,981	1,236,640	1,167,331	6,857,356	2,199,669	32.08%
EMPLOYEE BENEFITS	8,570,787	8,864,876	9,270,206	13,356,956	9,585,070	71.76%
STATE ASSESSMENTS & OFFSETS	530,408	631,934	761,104	1,863,846	932,152	50.01%
TOTAL OTHER	10,334,177	10,733,450	11,198,641	22,078,158	12,716,891	57.60%
TOTAL EXPENSES GENERAL FUND	30,893,030	29,334,280	32,426,615	68,459,420	34,402,192	50.25%

ON TRACK EXPENDITURES



- Employee Health Insurance is 49.06% and projected to be on budget for end of year
- Unemployment is projected to be on budget for EOY averaging \$1,180/month in claims
- Town Administrator, Accounting, Treasury, Assessing, Human Resources, IT, Town Clerk, Community Development, Facilities, Public Works, Public Health, Senior Center, and Library are all projected on target for end of year

AREAS OF CONCERN

- Legal / Insurance
 - Town Counsel & outside Counsel is 72.69%
 - Property & Casualty Insurance is 109.89% due to the property acquisitions
 - Additional \$67K for Insurance of Hawthorne
- End of Employment is 91%, but we do have the newly established Reserve Fund
- Payroll Taxes are trending slightly higher at 53.94%
- Injury Police/Fire is 87.46% but the claims are frontloaded for funding, watching to keep on track
- Police Salaries – 54.68%
 - Overtime is 83.07% across all OT lines
- Police Expenses – 70.13%
 - Education Incentives is 96.00%
 - Mobile Radios is 94.20%
 - Uniforms is 116.30%
 - Ammunition is 101.61%
 - Equipment is 72.16%
- Fire Salaries – 49.03%
 - Captains Salary is 65.56%
 - Lieutenants Salary is 56.70%
 - Overtime is 65.07%
 - Shift & Weekend Differentials are not paid in the first half of the year so the overall % is skewed

Swampscott Police and Fire Budget/Staffing Update

Select Board Update



Financial ISSUES

Both the Swampscott Police and Fire Overtime Expenditures are trending higher than average

Both are projected to end the year over appropriations

Steps have been taken to mitigate the overages by both Departments

FY 23 Budget Projections

Police

- EOY Projection—**DEFICIT**
- **\$192K**

Fire

- EOY Projection—**DEFICIT**
- **\$118K**

Swampscott Fire

The Town negotiated the removal of “Minimum Manning” language in the Collective Bargaining Contract (CBA) in 2022.

Effective in October of 2021, the Town was **no longer** obligated to honor the Minimum Staffing language in the FIRE CBA.

Effective in December 2022, Chief Archer ended the Minimum Staffing for the SFD and reduced winter staffing to 7 FF per shift.

REDUCTION OF
POLICE STAFFING
EMAIL SENT TO
DEPARTMENT ON
07/13/22

Swampscott Police Chief Quesada sent the following email to all members of the SPD on July 13.

Effective immediately,
the three shifts were set
to 4 person patrols
saving \$5K per week
and \$20K per month

Police Overtime Trend before/after Staffing Change												
Sum of Hours		Column Labels										
Row Labels	3-Jun	10-Jun	17-Jun	24-Jun	1-Jul	8-Jul	15-Jul	22-Jul	29-Jul	5-Aug	12-Aug	Grand Total
Detail	144.00	174.00	222.00	60.00	168.00	160.00	215.00	56.00	72.00	86.00	98.00	1,455.00
Differential	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ed Incentive	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Longevity	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OOG		0.00		0.00				0.00	0.00	0.00	0.00	0.00
Overtime	247.50	259.00	220.00	185.50	264.00	313.70	264.00	248.00	260.50	154.00	176.50	2,592.70
Regular	1,236.00	1,240.00	1,243.00	1,240.00	1,250.00	1,242.00	1,198.00	1,211.00	1,232.00	1,232.00	1,246.00	13,570.00
Stipend	0.00	0.00	0.00	0.00	0.00	24.00	0.00	0.00	0.00	0.00	0.00	24.00
Grand Total	1,627.50	1,673.00	1,685.00	1,485.50	1,682.00	1,739.70	1,677.00	1,515.00	1,564.50	1,472.00	1,520.50	17,641.70
All Wages, no Retirement												
Average	Hours	Amount										
Pre-Staffing Change	1,627.69	\$84,756.91										
2-weeks New Staffing	1,518.00	\$79,671.17										
Overtime Only												
Average	Hours	Amount										
Pre-Staffing Change	251.36	\$18,395.26										
2-weeks New Staffing	165.25	\$13,343.76										

REDUCTION OF FIRE “Winter Manning” STAFFING EMAIL SENT TO DEPARTMENT ON 12/16/22

	8-Jul	15-Jul	22-Jul	29-Jul	5-Aug	12-Aug	19-Aug	26-Aug	2-Sep	9-Sep
Overtime Hours	364.00	185.00	338.00	183.00	238.00	294.00	371.00	331.00	276.00	92.00

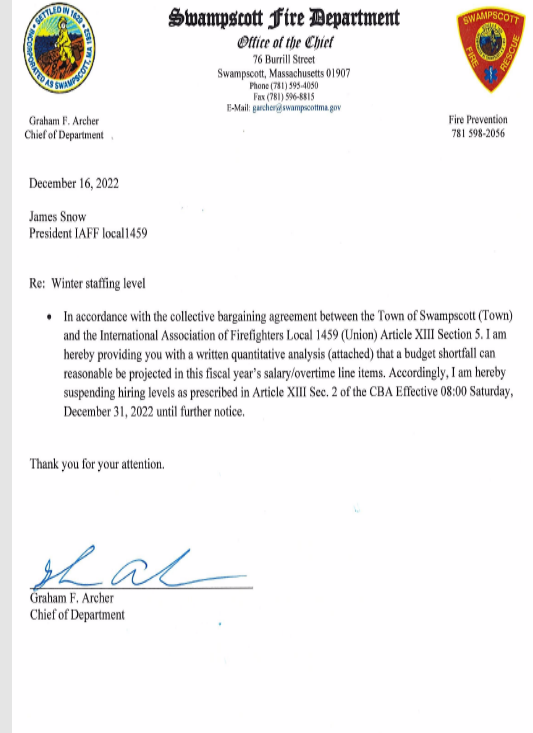
	16-Sep	23-Sep	30-Sep	7-Oct	14-Oct	21-Oct	28-Oct	4-Nov	10-Nov	18-Nov
Overtime Hours	185.00	220.00	392	177	174	112	105	156	185	291

	23-Nov	2-Dec	9-Dec	16-Dec	23-Dec	30-Dec	6-Jan	13-Jan	20-Jan	27-Jan
Overtime Hours	241	154	114	160	220	241	156	90	108	200

Overtime Only		
Average	Hours	Amount
Pre-Staffing Change	223.04	\$12,379.73
3-weeks New Staffing	132.67	\$7,361.55

Swampscott Fire Chief Archer sent the following memo to all members of the SFD on December 31st.

Effective immediately, we are staffing at 7 person shifts and not 8.



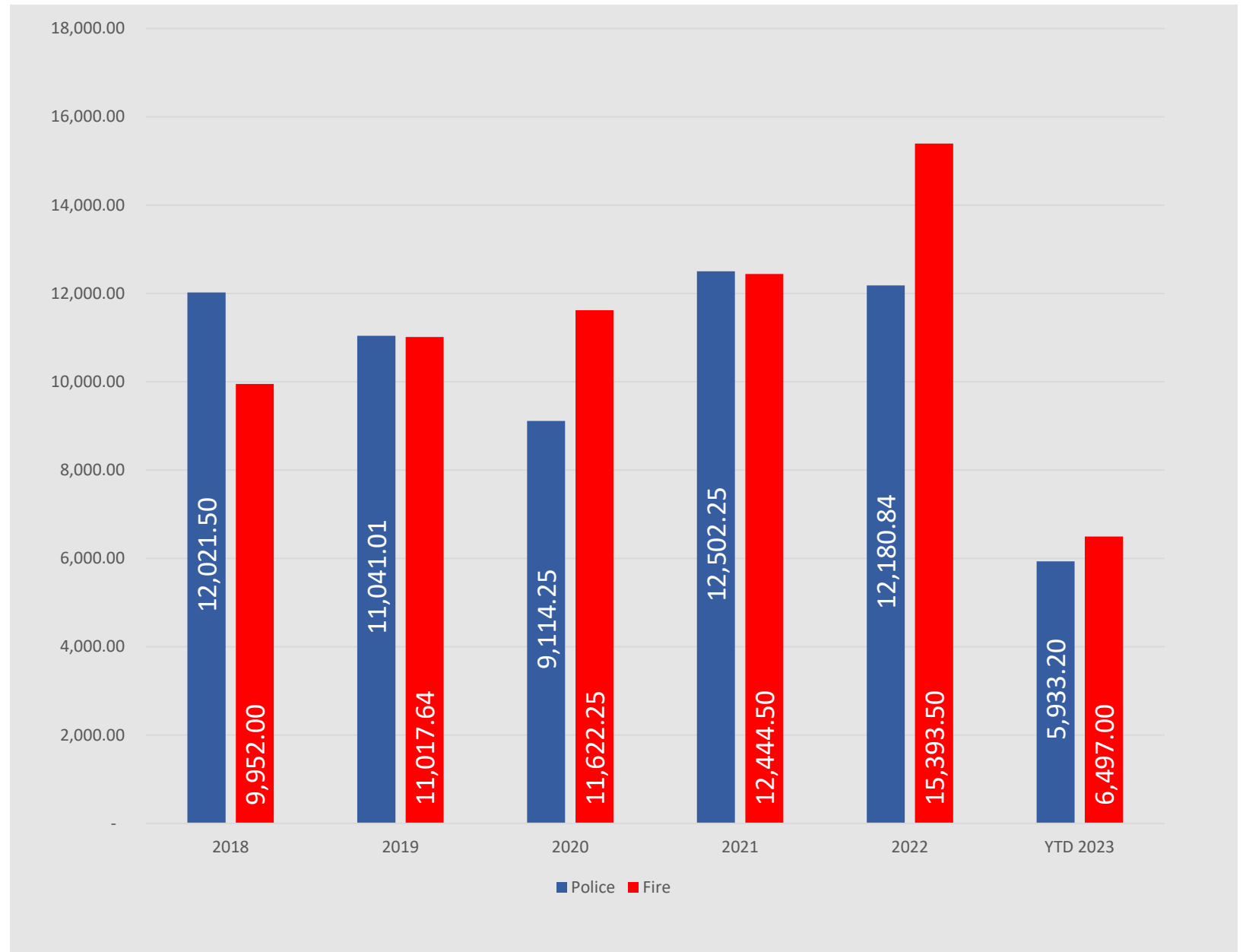
WAGES 2022

- AVERAGE POLICE \$150,894.90
- MEDIAN POLICE \$137,623.87
- AVERAGE FIRE \$120,574.82
- MEDIAN FIRE \$119,495.01

Job Class	Year	Description	Employee Gross	Location	Job Class	Year	Description	Employee Gross	Location
FIRE LIEUTENANT/EMT	2022	GROSS	\$170,893.98	FIRE	POLICE SERGEANT	2022	GROSS	\$243,652.08	POLICE
FIRE CAPTAIN/EMT	2022	GROSS	\$165,685.17	FIRE	POLICE LIEUTENANT	2022	GROSS	\$239,555.14	POLICE
FIREFIGHTER/EMT	2022	GROSS	\$155,478.28	FIRE	POLICE SERGEANT/OIC	2022	GROSS	\$212,611.85	POLICE
FIRE CAPTAIN/EMT	2022	GROSS	\$153,817.69	FIRE	POLICE LIEUTENANT	2022	GROSS	\$204,908.44	POLICE
FIRE CHIEF	2022	GROSS	\$146,875.91	FIRE	POLICE SERGEANT	2022	GROSS	\$194,937.62	POLICE
FIRE CAPTAIN/EMT	2022	GROSS	\$146,707.90	FIRE	POLICE LIEUTENANT	2022	GROSS	\$191,733.63	POLICE
FIRE LIEUTENANT/EMT	2022	GROSS	\$144,238.04	FIRE	POLICE LIEUTENANT	2022	GROSS	\$191,244.51	POLICE
FIRE LIEUTENANT/EMT	2022	GROSS	\$141,037.83	FIRE	MASTER PATROLMAN	2022	GROSS	\$189,099.39	POLICE
FIRE CAPTAIN/EMT	2022	GROSS	\$140,305.57	FIRE	POLICE PATROLMAN	2022	GROSS	\$162,907.58	POLICE
FIREFIGHTER/EMT	2022	GROSS	\$138,400.25	FIRE	POLICE PATROLMAN	2022	GROSS	\$156,975.49	POLICE
FIRE DEPUTY CHIEF	2022	GROSS	\$136,099.97	FIRE	POLICE SERGEANT/OIC	2022	GROSS	\$151,370.91	POLICE
FIREFIGHTER/EMT	2022	GROSS	\$131,895.65	FIRE	POLICE SERGEANT	2022	GROSS	\$149,324.06	POLICE
FIREFIGHTER/EMT	2022	GROSS	\$128,739.91	FIRE	POLICE CAPTAIN	2022	GROSS	\$142,487.51	POLICE
FIREFIGHTER/EMT	2022	GROSS	\$125,400.89	FIRE	POLICE PATROLMAN	2022	GROSS	\$137,844.16	POLICE
FIREFIGHTER/EMT	2022	GROSS	\$121,743.56	FIRE	POLICE SERGEANT	2022	GROSS	\$137,403.58	POLICE
FIRE LIEUTENANT/EMT	2022	GROSS	\$120,946.54	FIRE	POLICE PATROLMAN	2022	GROSS	\$133,683.82	POLICE
FIREFIGHTER/EMT	2022	GROSS	\$118,043.47	FIRE	POLICE PATROLMAN	2022	GROSS	\$131,711.31	POLICE
FIREFIGHTER/EMT	2022	GROSS	\$116,135.02	FIRE	MASTER PATROLMAN	2022	GROSS	\$122,978.65	POLICE
FIREFIGHTER/EMT	2022	GROSS	\$115,019.45	FIRE	MASTER PATROLMAN	2022	GROSS	\$122,452.26	POLICE
FIRE CAPTAIN/EMT	2022	GROSS	\$113,347.18	FIRE	POLICE PATROLMAN	2022	GROSS	\$121,922.73	POLICE
FIREFIGHTER/EMT	2022	GROSS	\$110,778.49	FIRE	POLICE PATROLMAN	2022	GROSS	\$121,846.34	POLICE
FIREFIGHTER/EMT	2022	GROSS	\$107,238.06	FIRE	POLICE PATROLMAN	2022	GROSS	\$121,534.37	POLICE
FIRE LIEUTENANT/EMT	2022	GROSS	\$104,478.97	FIRE	POLICE PATROLMAN	2022	GROSS	\$121,497.02	POLICE
FIREFIGHTER/EMT	2022	GROSS	\$103,647.13	FIRE	POLICE PATROLMAN	2022	GROSS	\$120,787.12	POLICE
FIREFIGHTER/EMT	2022	GROSS	\$101,477.00	FIRE	MASTER PATROLMAN	2022	GROSS	\$109,925.53	POLICE
FIREFIGHTER/EMT	2022	GROSS	\$98,038.77	FIRE	POLICE CHIEF	2022	GROSS	\$105,000.06	POLICE
FIREFIGHTER/EMT	2022	GROSS	\$95,682.78	FIRE	POLICE PATROLMAN	2022	GROSS	\$99,798.52	POLICE
FIREFIGHTER/EMT	2022	GROSS	\$95,474.44	FIRE	POLICE PATROLMAN	2022	GROSS	\$85,863.54	POLICE
FIREFIGHTER/EMT	2022	GROSS	\$88,057.28	FIRE					
FIREFIGHTER/EMT	2022	GROSS	\$78,015.38	FIRE					
FIREFIGHTER/EMT	2022	GROSS	\$77,503.58	FIRE					

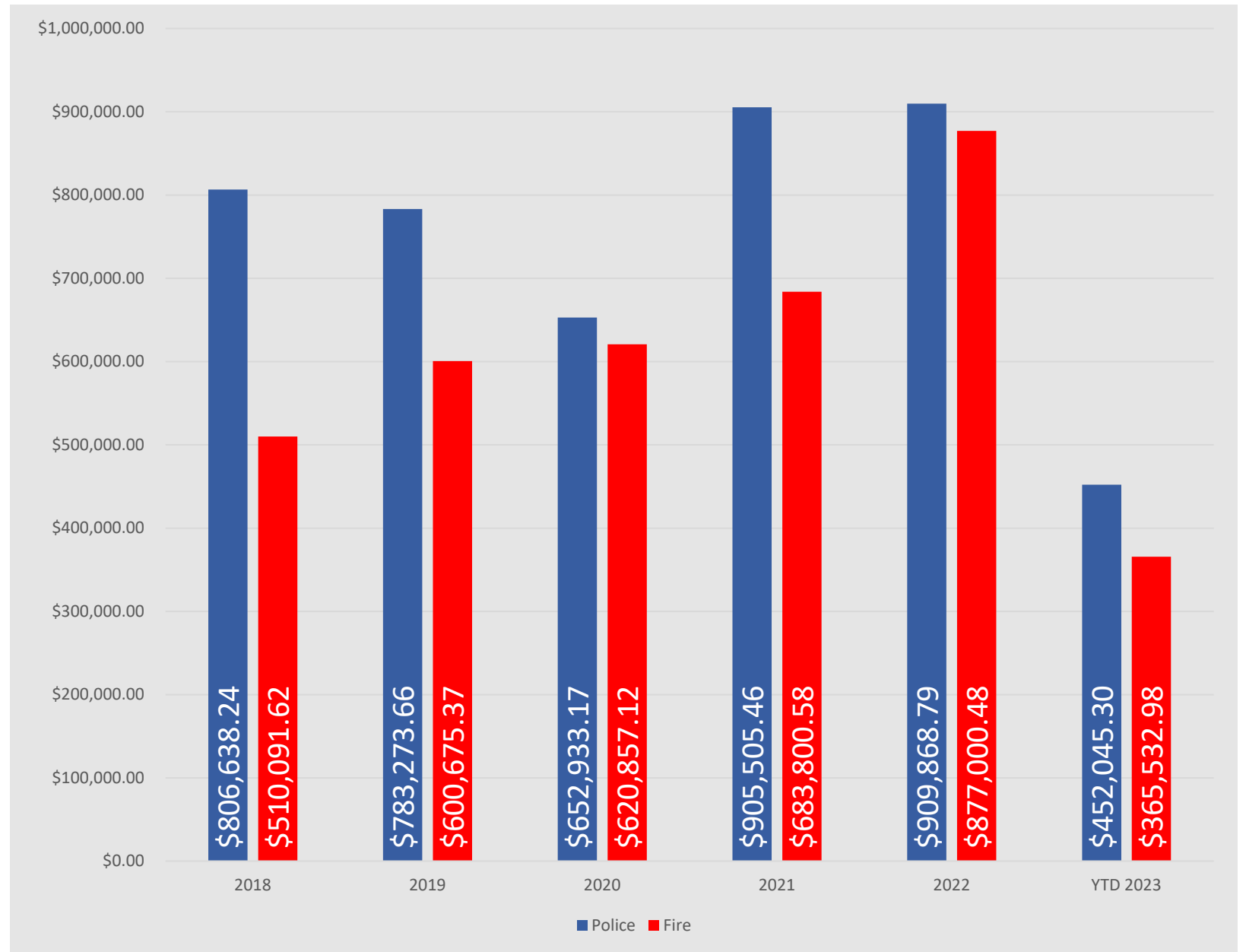
Swampscott POLICE AND FIRE

Overtime Hours



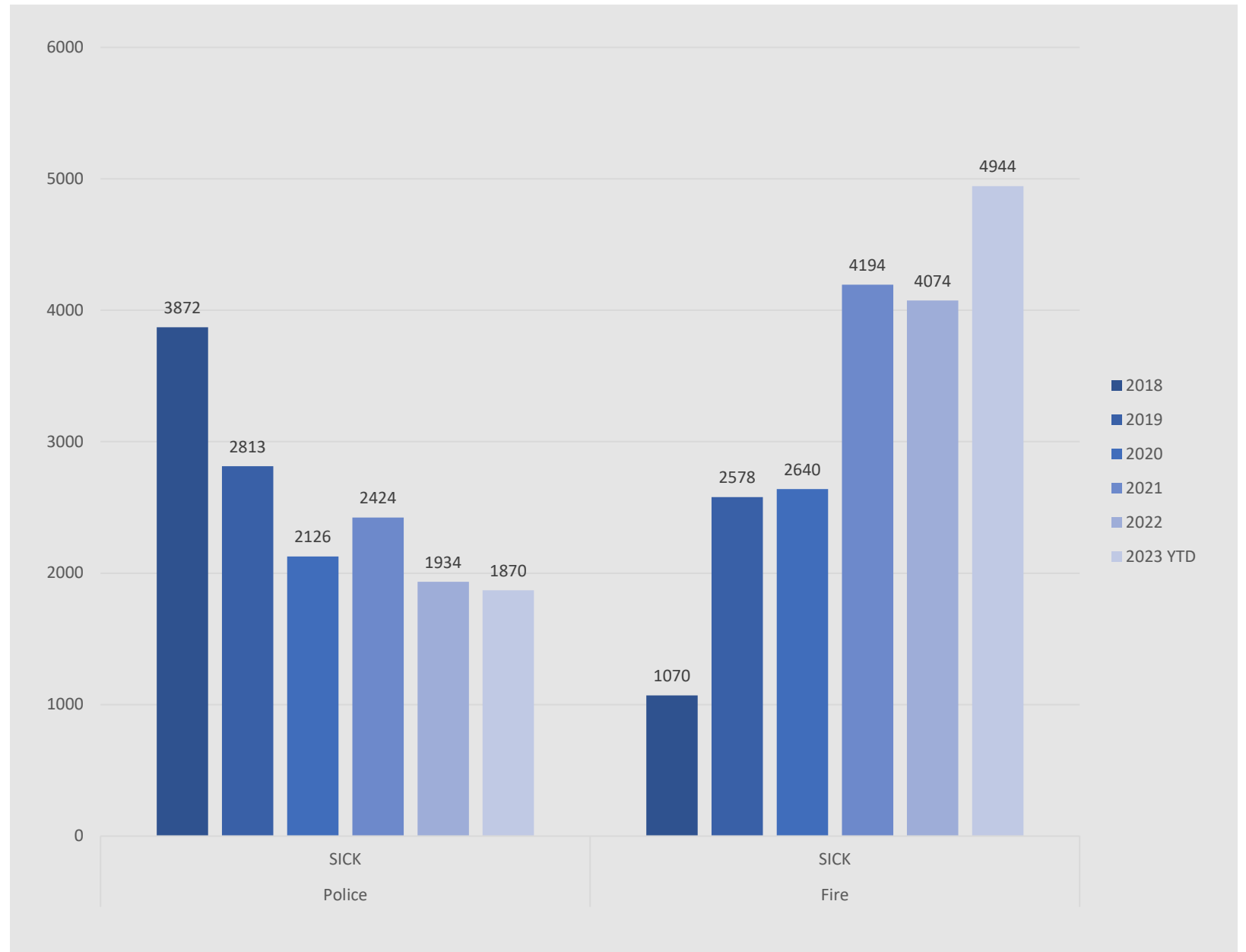
SWAMPSCOTT POLICE AND FIRE

OVERTIME COSTS



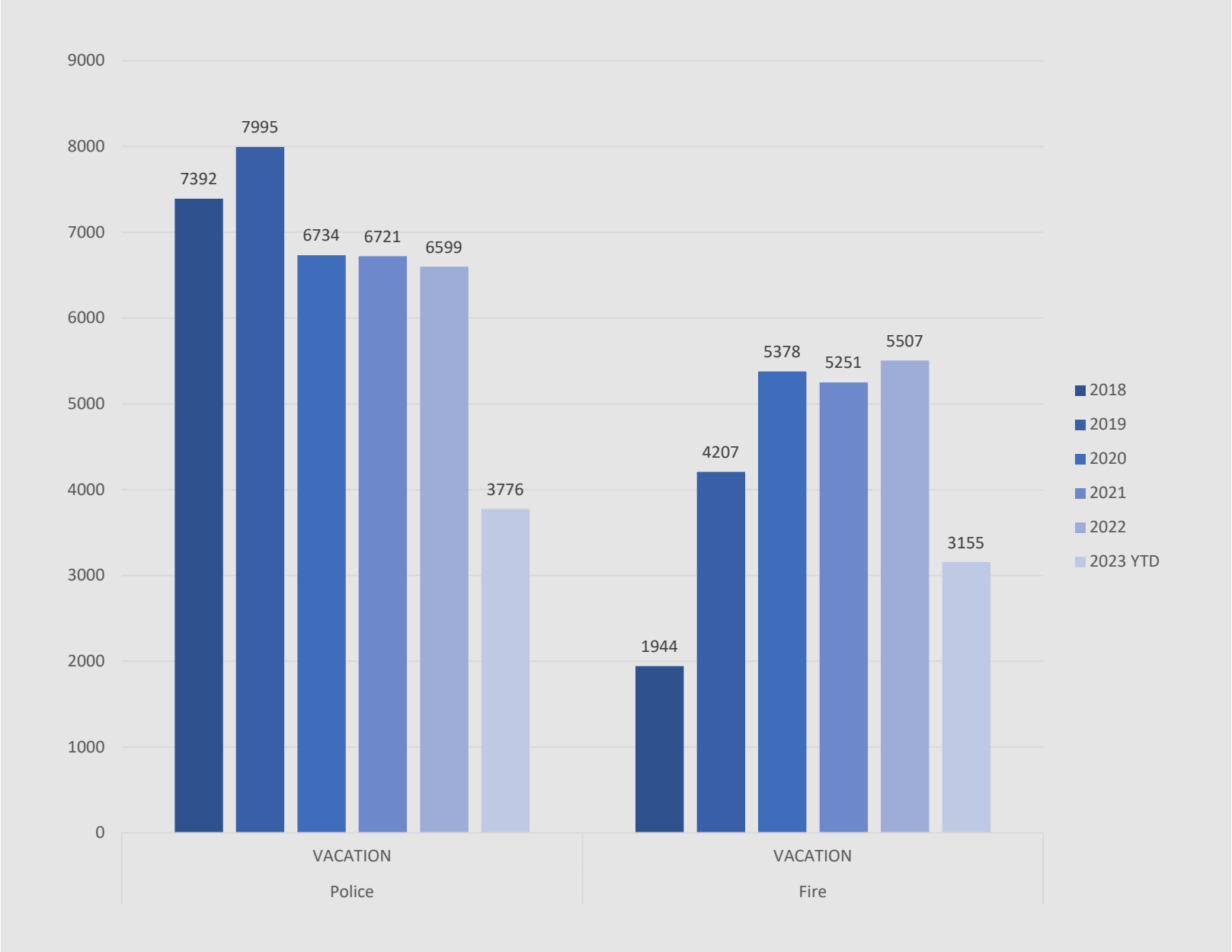
SWAMPSCOTT POLICE AND FIRE

SICK TIME USED



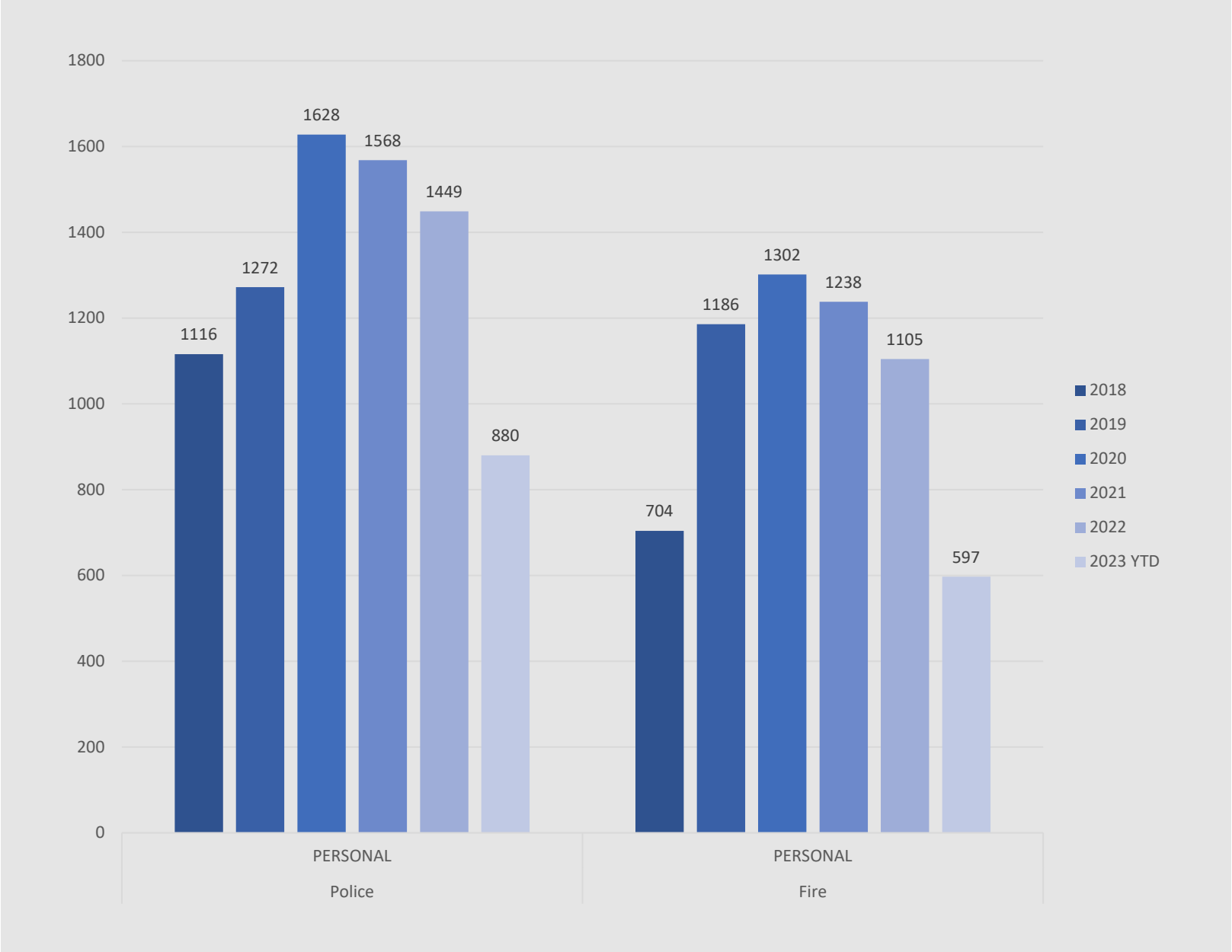
SWAMPSCOTT POLICE AND FIRE

Vacation Time Used



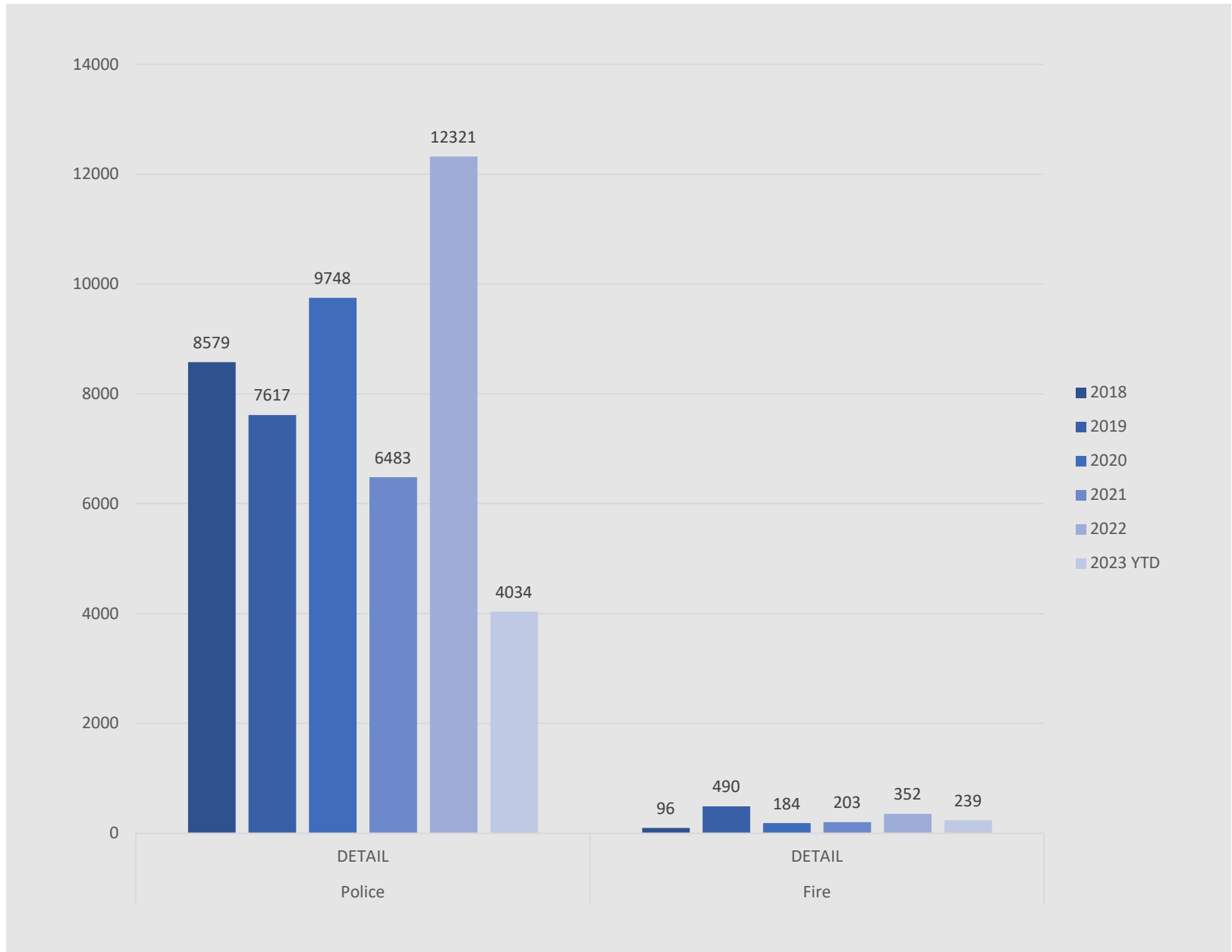
SWAMPSCOTT POLICE AND FIRE

Personal Time Used



SWAMPSCOTT POLICE AND FIRE

Details Worked



WHAT IS DRIVING OVERTIME EXPENSES?

RETIREMENTS?

SCHEDULED
OVERTIME?

TRAINING?

SHORT TERM
SICK TIME?

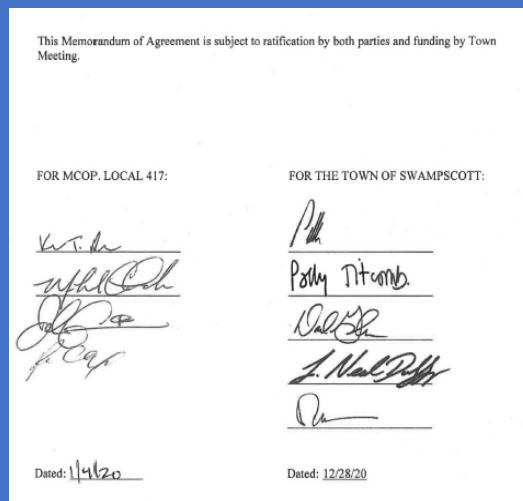
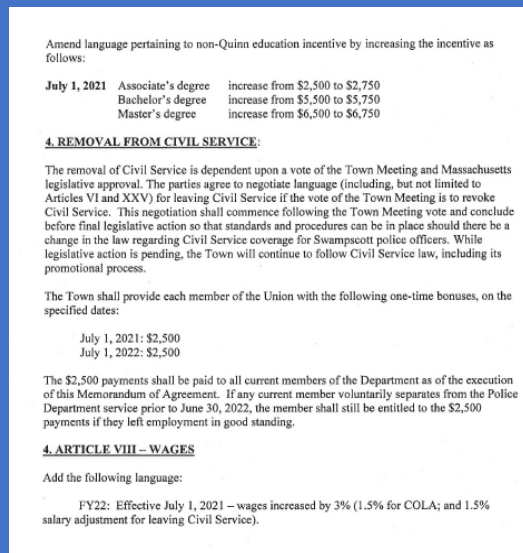
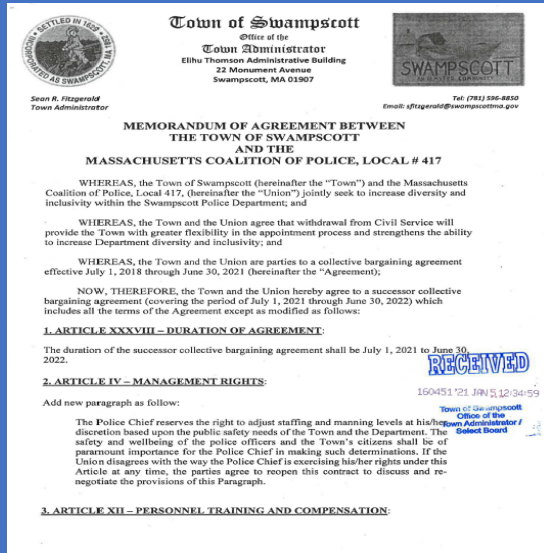
LONG TERM
SICK TIME?

VACATION
TIME?

COMP TIME?

PERSONAL
TIME?

Swampscott Police



The Town negotiated the removal of “Minimum Manning” language in the Collective Bargaining Contract (CBA) in 2022.

Effective in October of 2021, the Town was **no longer** obligated to honor the Minimum Staffing language in the Police CBA.

Effective July X, Chief Quesada ended the Minimum Staffing for the SPD and reduced the staffing to a 4 man patrol for all shifts.

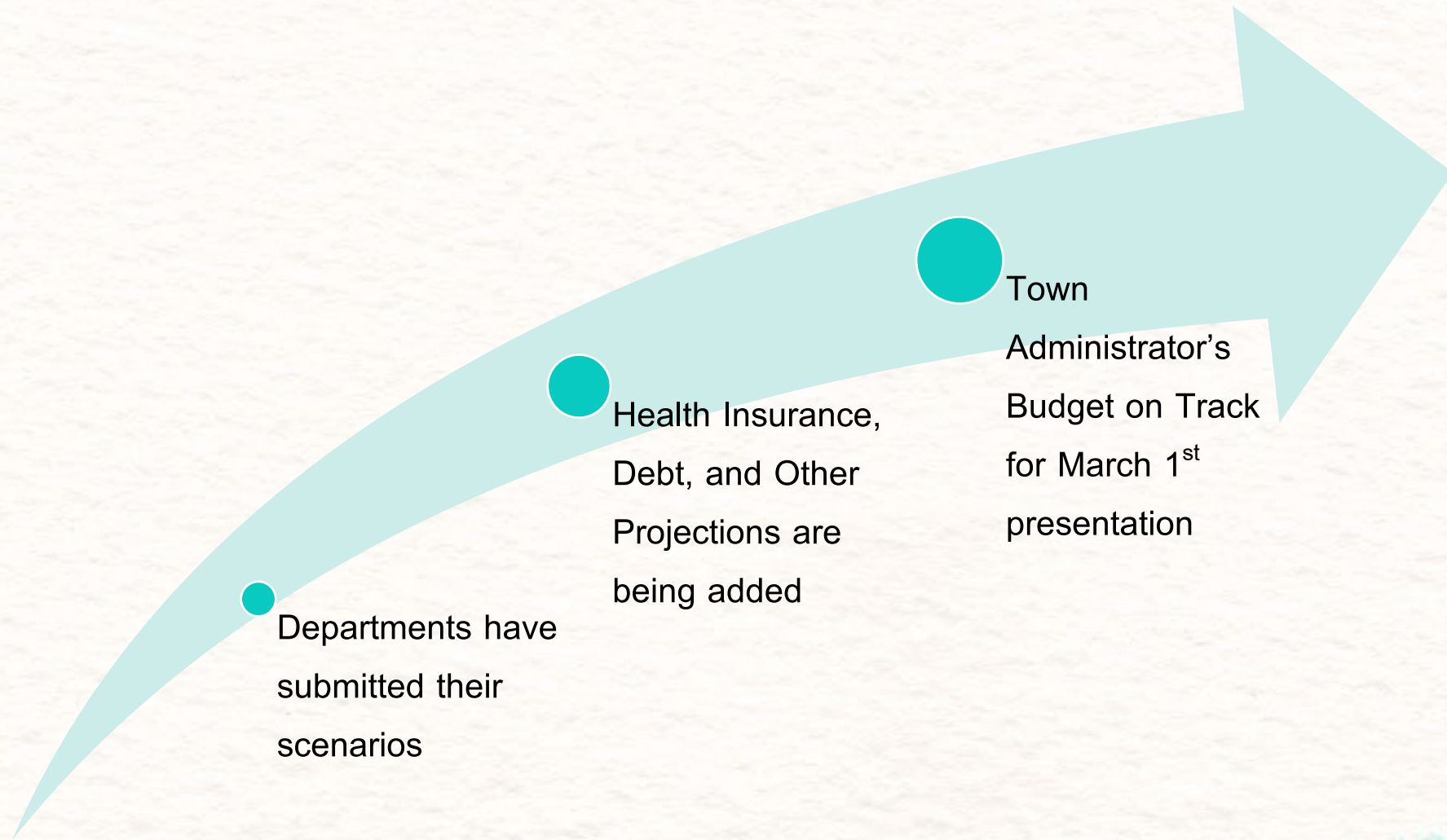
REMOVED MINIMUM MANNING OR GUARANTEED OVERTIME. Language added to allow Police Chief to set staffing at **their discretion** based on public safety needs of the Town

CBA: 3% Cola + \$5K Bonus

FY2024 BUDGET DEVELOPMENT



BUDGET DEVELOPMENT





TOWN OF SWAMPSCOTT

OFFICE OF BOARD OF SELECTMEN

ELIHU THOMSON ADMINISTRATION BUILDING
22 MONUMENT AVENUE, SWAMPSCOTT, MA 01907

APPLICATION FOR AN ENTERTAINMENT LICENSE

DIRECTIONS

1. The Applicant should complete this application and file it with the Town Administrator, 22 Monument Avenue, Swampscott, MA 01907.
2. Payment of license fee must be paid to the "Town of Swampscott" once the license is approved.
3. After the application is filed, a hearing may be scheduled within forty-five (45) days. Hearing notices will be handled by the Office of Community Development.
4. The Applicant and the person who will be in control of the premises must appear at the hearing.

DOCUMENT CHECKLIST

☒ Special Permit for Entertainment

(Not applicable for one-day entertainment license requests)

☐ Current Liquor License

(For applicants selling alcohol or where alcohol will be consumed)

☐ Current Common Victualer License

(For applicants with dine-in food service)

☐ Floor Plan

(Indicate location of proposed entertainment and/or sound equipment)

☐ Business (d/b/a) Certificate

☐ Deed or Lease Agreement for Property of Proposed Entertainment

PART 1: APPLICANT

Applicant Name: Melissa Galt/The Cookie Monster

Applicant Phone #: 978-810-1877

Applicant Address: 505 Paradise Rd.

Applicant Email: Melissa@thecookiemonster.co

PART 2: TYPE OF LICENSE REQUESTED

☐ Single-Day License

Date & Timeframe: _____

☒ Multi-Day License (Specific Dates)

Dates & Times: One day / week

☒ Multi-Day License

(General Days of Week – Check Day and Fill in Decided Timeframe)

☐ Mondays _____ ☐ Tuesdays _____

☐ Wednesdays _____ ☐ Thursdays _____

☐ Fridays _____ ☐ Saturdays _____

☐ Sundays _____

TBD

PART 3: BUSINESS ORGANIZATION

Business Name (d/b/a): The Croake Moustah

Business Phone #: 978-810-1877

Business Address: 505 Paradise Rd.

Employer Identification Number: 45 4666834

The business for which this application is being filed is a (check applicable item and fill in name field):

☐ Sole Proprietorship – Owner's Name: _____

☐ Partnership – Partners' Name(s): _____

☐ Limited Partnership – Partners' Name(s): _____

☒ Corporation – Corporation Name: The Croake Moustah Co.

(Please list the name(s) and home address(es) of each officer, director, and each shareholder as well as the amount of stock in the corporation owned by each. If necessary, attach a cover sheet.)

If new ownership, please indicate previous business name (d/b/a), owner, and date you assumed possession:

Was there an approved transfer of Liquor or Common Victualler License within the last year? ☐ Yes ☒ No ☐ N/A

Do you have any financial or corporate relationship with the prior owner? ☐ Yes ☒ No ☐ N/A

If yes, please explain: _____

Does anyone who holds direct or indirect interest in the premises hold direct or indirect interest in any other premises which has an entertainment license in the Town of Swampscott? ☐ Yes ☒ No

If yes, please explain: _____

Has anyone who holds direct or indirect interest in the premises ever been denied an entertainment license or had an entertainment license suspended, revoked, or voluntarily surrendered an entertainment license in any jurisdiction?
☐ Yes ☒ No If yes, please attach explanation and dates and indicate the person with the aforementioned interest.

Has the applicant or a director or an officer of the applicant (check all that apply and attach explanation):

- ☐ Been convicted of a felony within the past seven (7) years?
- ☐ Held an interest in an Liquor or Common Victualler license which has been suspended, revoked, or voluntarily surrendered?
- ☐ Any knowledge of illegal activity by its principals which may affect this license or the licensed premises?

PART 4: ENTERTAINMENT

Please identify with a checkmark the entertainment for which you are applying:

- | | |
|---|---|
| <input type="checkbox"/> Audio Device (ex. Radio, computer, etc) | <input type="checkbox"/> Dancing by Patrons |
| <input type="checkbox"/> Jukebox | <input type="checkbox"/> Karaoke |
| <input type="checkbox"/> TV(s)/Monitor(s) (27" or under), # of _____
(Menus on TVs not to be included unless for entertainment purposes as well) | <input type="checkbox"/> Instrumental Music, # of _____ |
| <input type="checkbox"/> Widescreen TV (over 27"), # of _____ | <input type="checkbox"/> Vocal Music, # of _____ |
| <input type="checkbox"/> Projector / Movie Screen, # of _____ | <input type="checkbox"/> Exhibition or Trade Show |
| <input checked="" type="checkbox"/> Trivia | <input type="checkbox"/> Stage Play, # of stages _____ |
| <input type="checkbox"/> Board Games | <input type="checkbox"/> Floor Show (Please describe such as comedian, dance performance, etc)
_____ |
| <input type="checkbox"/> Table Games, # of games _____ (ex. Ping pong, pool, shuffle board) | <input type="checkbox"/> Athletic Event (Please describe)
_____ |
| <input type="checkbox"/> Automatic Amusement Game(s) | <input type="checkbox"/> Other (Please describe)
_____ |
| <input type="checkbox"/> Disc Jockey | |

As part of the entertainment, will any entertainer, employee, or person on the licensed premises be permitted to be unclothed or in such attire as to expose to view any portion of the areola of the female breast or any portion of the pubic hair, cleft of the buttocks, or genitals? ☐ Yes ☒ No

If yes, please describe: I hope not!!!

If you are restricting admission for ENTERTAINMENT to adults as a matter of practice, does the premises have a special permit for "Adult Uses" from the Zoning Board of Appeals? ☐ Yes ☐ No

If you're applying for any type of automatic amusement game machine, please answer the following:

- | | |
|--|---|
| <ul style="list-style-type: none">• Total Number of Games/Machines:
_____• Name(s) of Game/Machine:
_____• Manufacturer and Manufacturer's Serial Number(s):
_____• Will you own the coin-controlled game(s)?
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | <ul style="list-style-type: none">• If "No," please provide the following information for the owner/vendor:
Name: _____
Address: _____
Telephone: _____• Is this game(s) approved by the State Division of Standards? <input type="checkbox"/> Yes <input type="checkbox"/> No |
|--|---|

PART 5: MANAGER OF RECORD

Please provide the following information on the proposed manager of record:

- Name of Proposed Manager: Melissa Gale
- Home Address: 152 Hutton St DENVER, CO 80223
- Email Address: Melissa@thecaulerwinstyle.com
- Work Phone: _____
- Home/Cell Phone: 978-810-1877
- Date of Birth: 11/16/1973
- Place of Birth: PA
- Mother's Maiden Name: Rome
- Father's Name: Howard Gale

Within the past seven (7) years, has the proposed manager been convicted of a felony or a violation of state or federal narcotics laws? ☐ Yes ☒ No

* The same Manager of Record must be on the Liquor or Common Victualler license.

PART 6: OPERATION

Proposed Capacity of Premise: 20

Hours of Operation on Liquor/Common Victualler License

Number of Restrooms: 2

M-S 11-10

Number of Egresses (exits): 2

Intended Opening Date (if not open yet): _____

PART 7: APPLICANT INFORMATION

STATEMENT OF APPLICANT: Under the pains and penalties of perjury, I affirm that the answers contained in this application are true to the best of my knowledge and belief, and that there are no other indirect interests in this license other than those indicated in this application.

Signature of Applicant:

Melissa Gale

Print Name: Melissa Gale

Date Signed: 1/9/23

Relationship to Business: Owner

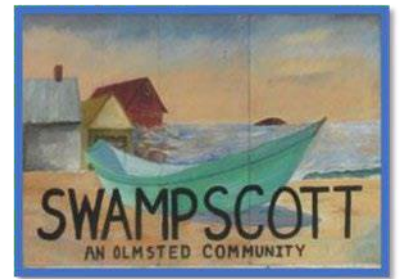


Town of Swampscott

Office of the

Town Administrator

**Elihu Thomson Administrative Building
22 Monument Avenue Swampscott, MA 01907**



Sean R. Fitzgerald

Tel: (781) 596-8850

Swampscott Select Board
Town Administration Building
22 Monument Avenue
Swampscott, MA 01970

RE: FEBRUARY 1ST REPORT TO THE SELECT BOARD

Dear Select Board:

I am pleased to be able to offer the following report on programs and initiatives that are on-going in the Town of Swampscott, as well as some updates on a variety of things that have happened since my last report.

AGGREGATE INDUSTRIES

I continue to meet with Atty. Simms to discuss strategies to settle AI's lawsuit. We are scheduling some time to meet with a couple of SB members and ERAC members this week and will update the Board as things move forward.

HEALTH

The 2023 Trash & Recycling Guide is complete and was mailed with the census last week. The guide can also be found on the Town's website, under the "How Do I" tab:

<https://www.swampscottma.gov/health/pages/trash-related-info>. We are still working out the Hazardous Waste schedule.

SUPREME COURT ROAD ACCEPTANCE

The Town is now at its final stage in the acceptance of Supreme Court as a public right-of-way. The Select Board has voted its intent to lay out the road and referred the matter to the Planning Board.

The Planning Board and Public Works have verified the construction standards and methods of the roadway construction. The Select Board has then voted to lay out the road and sent the plan to the Town Clerk.

The owners of the right-of-way have signed a waiver related to their rights in the right-of-way. Town Meeting has voted to accept the road as a public way. This final step is for the Select Board to finalize the acceptance and execute an Order of Taking which will then be recorded at the Registry of Deeds. Additionally, I have been informed by Attorney Chris Drucas that a release of a Waiver signed by all of the owners of lots on Supreme Court will be issued upon execution of the Order of Taking by the Select Board.

The following is the motion needed to effectuate the acceptance:

I move that the Select Board vote to accept Supreme Court as a public way and execute an Order of Taking, as drafted by Town Counsel, and further request Town Counsel to record the Order of Taking with the Essex South Registry of Deeds.

POLICE & FIRE DEPARTMENT UPDATES ON OVERTIME

I have met with both Chiefs to discuss overtime spending for their respective Departments. They have

implemented significant steps to help address the budget challenges with OVERTIME but there is more work to be done as we are projecting both Police and Fire Departments to end the year in the red.

2ND QUARTER OF FY23'S BUDGET

Amy Sarro, Swampscott's Director of Finance and Administration will be presenting an update on the FY 23 YTD and Town Treasurer Patrick Luddy will provide an overview of FY 23 Revenue YTD as well.

FY24 BUDGET

The proposed FY24 budget will be very tight as we are seeing significant increases in retirement & COLA costs that will impact our bottom line.

SELECT BOARD 2023 GOALS

Attached is a summary of the SB Goals as shared last week and the TA list of goals for our discussion. As I have shared, it will be important to prioritize a few key projects and initiatives as there are a large number of active projects ongoing at this time.

HAWTHORNE

We are excited about the Idea Exchange we had for the Hawthorne. We had a productive day discussing all the ideas about the short and long term uses for this property.

CENTER FOR HOLOCAUST AND GENOCIDE STUDIES

I want to thank both Rabbi Michael Ragozin of the Congregation Shirat Hayam and Rabbi Yossi Lipsker of Chabad of the North Shore for supporting the Town's recent No Place for Hate Rally at Linscott Park. The rally was well-attended, despite the rain. There was a nice article in the local paper here:

<https://www.itemlive.com/2023/01/12/swamscott-comes-together-in-support-of-jewish-community>

Additionally, the Center for Holocaust and Genocide Studies is offering a virtual event important to our efforts to build a stronger understanding on issue affecting Swampscott and the region:

1. February 8, 2023, 12-1:30pm: The War in Ukraine: Displacement and Its Impact on Children featuring three scholars and experts on children, war and human rights. See poster below for registration QR code or register for Zoom link here:
https://salemstate.zoom.us/webinar/register/WN_EwNzrZ3fQ1W2IbDcwKC2wA

Lastly, I had lunch with Rabbi Michael Ragozin of the Congregation Shirat Hayam this past Thursday, January 26. We discussed some strategies to engage Swampscott's youth and broader community as we address how best to build understanding in this complicated world. We also discussed the importance of having an ecumenical council that meets regularly.

TOWN CLERK

Please remember to return your census as soon as possible along with the dog license application and fee, if applicable. A full accounting of the census allows the Town grant opportunities.

CLIMATE ACTION PLAN

The first meeting of the Climate Action Plan Committee was successful, and we have outlined a busy agenda for addressing the impact of global warming. We are working to ensure we will have a plan to present at the Annual Town Meeting in May.

OPEN SPACE

We are in the process of putting a conservation restriction on the deeds for the newly purchased Archer Street properties. The Board was provided a draft of the restriction in January. Board members are encouraged to provide any feedback or direct questions to Pete Kane. This will ensure that these 9+ acres remain passive recreation in perpetuity.

RECREATION

Summer programs are now on the website and registration is open. Visit

<https://swampscottma.myrec.com/info/default.aspx> to see the available programs & to register. Programs will be added, so remember to check back!

PUBLIC SAFETY

Both Police & Fire are holding rolling entrance exams. Links can be found on their respective websites. I have also spoken with Lynn Mayor Nicholson about the expired dispatching contract. I've had ongoing discussions with Chiefs Madigan, Kurz and Quesada about the redundancy of having a Police Officer answering calls at SPD 24/7 while also having a contract with Lynn to do the same thing.

LIBRARY

The Library is in the process of creating a new website. It should be up & running later this spring! In addition, they are also working on expanding programming and the types of materials that can be borrowed. Keep an eye on their website for updates.


HUMAN RESOURCES

HR continues to recruit and hire vacancies at a very diligent pace. We have made offers, which have been accepted, for two mechanical equipment operators at DPW. We are interviewing for a new part-time Assessor and have reached out to the Board of Assessors to ensure that they are part of the screening committee. We have also received a few applications for a new Assistant Director of Planning. (The job description for this can be found on the Town's website, under Departments/Human Resources.)

ACCESSORY DWELLING UNITS (ADUS)

We held a forum on Monday at the High School to start the discussion about allowing Accessory Dwelling Units. These units are a small way to help create additional, affordable housing in Swampscott, however, I do have some concerns as to the long term impact to the character of neighborhoods.

Respectfully Submitted,



Sean R. Fitzgerald
Town Administrator