

2022

ANNUAL TOWN MEETING



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WARRANT REPORT

TOWN OF SWAMPSCOTT, MASSACHUSETTS

THE TOWN OF SWAMPSCOTT



2022 ANNUAL TOWN MEETING WARRANT

Annual Town Meeting – May 16, 2022

2022
ANNUAL TOWN MEETING WARRANT
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REPORT OF THE FINANCE COMMITTEE

MAY 2022 TOWN MEETING (Fiscal Year 2023 Budget)

The Finance Committee is pleased to present the annual budget for Fiscal Year 2023 (FY23). We begin by acknowledging the extraordinary time and effort put forth by the Town Administrator and town staff to formulate a budget and to support our deliberations over the past couple of months. We recognize and appreciate the professionalism of the School and Town business/finance teams – Martha Sybert, Amy Sarro, Patrick Luddy, and Trang Vu – who have accommodated our needs for financial information. The financial information and analyses from the School and Town have improved vastly over the past several years – a key contribution to Swampscott’s solid financial position.

A Year of Important Changes

Two important recent changes have budgetary and other financial impacts in FY23 (and beyond).

New Elementary School. In the Fall of 2021, the Town approved a debt exclusion for the construction of a new elementary school. In February 2022, instead of waiting until July as initially planned, the Town Finance team prudently executed the \$60M bond financing for the new school and raised a total of \$68,795,000 (the additional \$8,795,000 relates to certain other previously approved capital projects) at a total interest cost (“TIC”) of 2.847721%.

These decisions result in an increase in the debt service line in the FY23 budget (line item 58) of just over \$3M. Importantly, we estimate that the cost savings associated with raising the funds before recent (and expected near-term) interest rate increases will save the Town approximately \$25M over the life of the bond’s 30-year term.

Solid Waste Cost Management. Increasing solid waste costs have been a well communicated concern for the past few years. While costs continue to increase, there have been two additional notable steps taken this year to address costs that can be seen in the FY23 budget:

First, the solid waste disposal and recycling contract has been negotiated out through FY25 bringing greater cost certainty and visibility. In FY23, the cost of that contract is \$1,464,000. We expect 3.7% and 2.4% increases in FY24 and FY25, respectively.

Second, a solid waste enterprise fund was approved by the Town Meeting in December 2021. In the FY23 budget, this enterprise fund will receive a general fund transfer of \$1,350,000 and the remainder of its funding will come mainly from excess bag charges. Over time, the enterprise fund will be used to implement programs to reduce solid waste disposal levels to slow the growth of solid waste streams and costs. The enterprise fund brings greater visibility into those available funds and programs.

Key Drivers of Current and Future Financial Health

Over the past several years, three main steps have placed Swampscott in a solid position financially.

First, we have enforced fiscal discipline with our policies that restrict growth of the tax levy to 2% each year and limit the new growth projection to \$425,000. This discipline, along with zero based budgeting, requires a close focus on levels and prioritization of expenditure. As a result of this discipline, we have been successful in significantly moderating the growth of the single-family tax bill relative to peer communities and in enabling investment in strategic priorities.

Second, we have set policies for financial reserves and met them.

Third, we have dramatically improved financial reporting and forecasting.

The Finance Committee believes this is no time to become complacent or to change course. The Town, as outlined further below, still faces significant challenges that require continued prudence. In addition, with inflationary

pressures impacting all of us, moderating tax increases becomes even more important to most taxpayers. The angst we heard during this budget cycle about the tightness of the budget (as discussed further below) is healthy in our opinion as it forces all of us to enhance our discipline around careful funding of strategic priorities.

The Finance Committee is pleased that the FY23 budget presented in this warrant meets the fiscal policy and that our reserve funds remain at prudent levels with excess reserves available to mitigate the tax impact of the new school.

Looking Toward the Future - Challenges and Opportunities

Important challenges that impact the FY23 budget (and beyond) include (1) Hiring and Retention, (2) the Public Schools and (3) Employee Group Health Care/Contributory Pensions.

Hiring and Retention. The Town has faced hiring and employee retention challenges. In both the public and private sectors, these challenges are expected given increased competition for talent. As part of the response to these challenges, the FY23 budget includes funding in three areas.

First, the Salary Reserve (part of line item 18) was increased from the original recommendation. The Salary Reserve provides the Town Administrator with funds to implement future agreed-upon COLAs (i.e., cost of living adjustments) under Collective Bargaining Agreements for the Town's union employees and to adjust salaries from current levels to either hire new - or retain current - high-performing non-union employees.

Second, high-performing, non-union employees can also be rewarded through the Performance Management item (part of line item 18). The awards are merit driven and are based on outcomes of annual performance reviews. This was an item that Town Meeting had approved approximately four years ago and that was eliminated from the budgets over the past two years due to the financial uncertainties associated with the pandemic.

Third, Employee Recognition/Assistance (part of line item 17) was increased from the original Town Administrator's request to provide some flexibility to fund employee assistance needs in recognition of the difficulty in balancing those important needs and job duties. The Town is currently structuring the governance framework for this retention-focused program and the limited funding in FY23 will allow the opportunity to assess and adjust in the future. Subject to reaching agreement with unions, the Town anticipates extending this program to union personnel in due course.

Public Schools (Line Item 61). The FY23 budget calls for a 2.53% increase in the Town funding of the School budget (line item 61). In this budget cycle, we heard very different budgetary recommendations, votes and perspectives delivered by the School Committee and the Town Administrator. The Finance Committee recommendation for this line item benefitted from the availability of additional state aid beyond initial estimates. Our recommendation brings the line item to the level recommended by the Superintendent to the School Committee during this budget cycle. We believe this finds a reasonable balance based on different strategic priorities and pressures across the budget as a whole and provides funding that, when combined with grants and other revenue sources, is appropriate within the context of our fiscal policies.

Ongoing challenges include the unpredictable costs associated with Special Education, increasing health care costs (although this does not impact the Public School line item; it impacts the Town's Employee Group Health Care item discussed below), technology replacement costs, and the structural components of the CBA, including those that result in aggregate salary cost increases at levels in excess of the agreed upon COLAs. School enrollment numbers have declined in the past five years, which has resulted in reductions to state aid at the same time that vocational school costs (line item 60) and the charter school assessment have increased. In light of these changes, the School Department is making, and with the Town's support will need to continue to assess and make, difficult and timely decisions on strategic priorities and costs.

As to Special Education, we want to thank all the professionals in Swampscott that deliver these vital services in a way that demonstrates a passion, dedication and excellence of which we can all be proud as they help those most in need. We recognize that Special Education costs are very difficult to predict and can swing widely year to year, a risk that is mitigated in part by the Circuit Breaker funding from the State. The Finance Committee would encourage all stakeholders to reinvigorate prior conversations around the potential creation of a Special Education

reserve fund that could help manage the uncertainty and unpredictability of these costs. We would also encourage conversations and closer alignment on the appropriate levels of use of Circuit Breaker funds.

Employee Group Health Care/Contributory Pensions (both part of line item 59). These items are increasing in the FY23 budget at levels well beyond the budget growth and that puts pressure on the rest of the budget. Employee Group Health Care costs are increasing vs FY22 by 8.28%. Contributory Pensions are increasing by 4.8% and, if nothing changes, the Retirement Board estimates 5% year over year growth starting in FY24 until this liability is fully funded in calendar year 2031. This may present major challenges to our budgets in the coming years.

Conclusion

The FY23 budget presented in this warrant is in line with the Town's financial guidelines and represents continued fiscal restraint, while making careful investments in strategic priorities. It supports investments in programs and projects that will move the Town forward. We believe the Town's financial position is solid and that the fundamental approaches that have gotten us to this point should remain in place or we risk a rapid return to less prudent times. We recognize the increased angst and encourage continued and healthy Town-wide dialogue on strategic investment priorities and cost management opportunities.

We continue to support discussions that go beyond the expense side of the budget and look at revenue growth. A land-use summit is being planned that would enable better and more comprehensive understanding of the financial impacts of the downstream effects from development, such as increased public safety needs, school capacity, traffic mitigation. It would also support the development of forward-looking strategies to properly manage the growth that we need to ease the angst while remaining prudent in our financial management.

We look forward to answering your questions and hearing your perspectives at Town Meeting.

Respectfully submitted,

Swampscott Finance Committee

Timothy Dorsey, Chair
Mary Ellen Fletcher, Vice Chair
Naomi Dreeben
Eric Hartmann
Joan Hilario
Matthew Kirschner
Suraj Krishnamurthi
Cinder McNerney
Erik Schneider

**TOWN OF SWAMPSCOTT
SUMMARY OF REVENUE**

	ACTUAL FY2021	FINAL ESTIMATE FY2022	TOWN ADMINISTRATOR RECOMMENDED FY2023	FINANCE COMMITTEE RECOMMENDED FY2023	% CHG
I. PROJECTED REVENUE					
TAX LEVY LIMIT CALCULATION					
TAX LEVY LIMIT BASE (prior fiscal year levy limit)	\$51,665,474	\$53,587,582	\$55,488,682	\$55,488,682	
ANNUAL INCREASE TO LEVY LIMIT (2.5%)	\$1,291,637	\$1,340,854	\$1,387,217	\$1,387,217	
NEW GROWTH (Pr. Yr. = Actual; FY22 = \$425k est.)	\$630,471	\$560,246	\$425,000	\$425,000	
NEW TAX LEVY LIMIT	\$53,587,582	\$55,488,682	\$57,300,899	\$57,300,899	
PLUS: DEBT EXCLUSION	\$1,723,603	\$1,698,817	\$4,715,599	\$4,715,599	
MAXIMUM ALLOWABLE TAX LEVY	\$55,311,185	\$57,187,499	\$62,016,498	\$62,016,498	
CALCULATION OF TAX LEVY					
TOTAL APPROPRIATIONS + CHARGES	\$69,872,210	\$72,271,888	\$77,621,091	\$77,855,147	
LESS: ENTERPRISE FUND OFFSETS	(\$913,296)	(\$913,296)	(\$1,135,457)	(\$1,135,457)	
LESS: BUDGETED STATE AID	(\$6,185,498)	(\$6,185,498)	(\$6,431,531)	(\$6,665,587)	
LESS: BUDGETED LOCAL RECEIPTS	(\$4,080,294)	(\$4,571,985)	(\$4,466,065)	(\$4,466,065)	
LESS: BUDGETED ENTERPR. FUND RECEIPTS	(\$7,146,899)	(\$7,146,899)	(\$8,494,890)	(\$8,494,890)	
LESS: TRANSFERS FROM RESERVES	(\$1,550,000)	(\$1,250,000)	(\$1,250,000)	(\$1,250,000)	
LESS: OTHER AVAILABLE FUNDS	(\$400,000)	(\$400,000)	\$0	\$0	
PLUS: OVERLAY	\$134,929	\$134,929	\$200,000	\$200,000	
SUBTOTAL (NET TAX LEVY)	\$49,731,152	\$51,939,139	\$56,043,148	\$56,043,148	7.90%
NET TAX LEVY POLICY (+2.0% + \$425k)	\$51,234,775	\$52,684,471	\$54,163,160	\$54,163,160	2.81%
EXCESS LEVY CAPACITY	\$5,580,033	\$5,248,360	\$5,973,350	\$5,973,350	13.81%
ACTUAL TAX COLLECTIONS (FY2021 only)	\$49,828,434	\$37,390,668	\$0	\$0	
STATE AID					
CHAPTER 70 AID	\$4,447,386	\$4,509,966	\$4,570,836	\$4,631,706	2.70%
UNRESTR. LOCAL AID	\$1,374,512	\$1,422,619	\$1,461,030	\$1,461,030	2.70%
CHARTER SCHOOL REIMB	\$207,092	\$280,984	\$316,943	\$488,297	73.78%
VETERANS/ELDERLY EXEMPTIONS	\$36,928	\$62,113	\$51,623	\$51,623	-16.89%
STATE OWNED LAND	\$1,550	\$1,756	\$1,859	\$1,859	5.87%
OFFSETS-SUPPORT TO PUBLIC LIBRARIES	\$30,061	\$31,100	\$29,240	\$31,072	-0.09%
STATE AID	\$6,097,529	\$6,308,538	\$6,431,531	\$6,665,587	5.66%
LOCAL RECEIPTS					
MOTOR VEHICLE EXCISE	\$2,481,895	\$2,585,485	\$2,500,000	\$2,500,000	-3.31%
MEALS/ROOMS TAX	\$321,701	\$285,000	\$310,000	\$310,000	8.77%
BOAT EXCISE	\$2,435	\$4,000	\$2,500	\$2,500	-37.50%
CANNABIS EXCISE	\$0	\$90,000	\$90,000	\$90,000	0
PENALTIES/INTEREST ON OVERDUE TAXES	\$220,784	\$275,000	\$200,000	\$200,000	-27.27%
FEES (incl. Solid Waste Bag Fees in FY22)	\$256,784	\$475,000	\$223,000	\$223,000	-53.05%
COMMUNITY IMPACT FEES	\$0	\$0	\$100,000	\$100,000	0
RENTALS	\$225,714	\$250,000	\$165,025	\$165,025	-33.99%

TOWN OF SWAMPSCOTT SUMMARY OF REVENUE					
	ACTUAL FY2021	FINAL ESTIMATE FY2022	TOWN ADMINISTRATOR RECOMMENDED FY2023	FINANCE COMMITTEE RECOMMENDED FY2023	% CHG
LOCAL RECEIPTS (cont.)					
PAYMENTS IN LIEU OF TAXES	\$0	\$0	\$18,540	\$18,540	0.00%
DEPT REVENUE - LIBRARY	\$0	\$1,500	\$1,000	\$1,000	-33.33%
DEPT REVENUE - CEMETERY	\$45,795	\$45,000	\$47,000	\$47,000	4.44%
DEPT REVENUE - RECREATION	\$50,278	\$40,000	\$42,000	\$42,000	5.00%
DEPT REVENUE - OTHER	\$1,879	\$4,000	\$2,000	\$2,000	-50.00%
LICENSES & PERMITS	\$616,970	\$400,000	\$600,000	\$600,000	50.00%
FINES/FORFEITS	\$51,043	\$77,000	\$75,000	\$75,000	-2.60%
INVESTMENT INCOME	\$22,239	\$40,000	\$90,000	\$90,000	125.00%
MISC RECURRING**	\$2,204	\$0	\$0	\$0	
MISC NON-RECURRING**	\$52,307	\$0	\$0	\$0	
SUBTOTAL (LOCAL RECEIPTS-CONTINUING)	\$4,352,028	\$4,571,985	\$4,466,065	\$4,466,065	-2.32%
DEPT REV. - SCHOOL (NAHANT TUITION)	\$31,102	\$0	\$0	\$0	
SPED MEDICAID REIMB	\$0	\$0	\$0	\$0	
SUBTOTAL (WITHDRAWN LOCAL RECEIPTS ENDED IN FY20)	\$31,102	\$0	\$0	\$0	
TOTAL (ALL LOCAL RECEIPTS)	\$4,383,130	\$4,571,985	\$4,466,065	\$4,466,065	-2.32%
**Note: DOR only allows these categories to be incl. in tax rate recap if received before tax rate set.					
INTER-FUND ADJUSTMENTS					
SEWER/WATER/PEG REIMB/IND COSTS	\$913,296	\$913,296	\$1,135,457	\$1,135,457	24.33%
SUBTOTAL INTER-FUND REVENUE	\$913,296	\$913,296	\$1,135,457	\$1,135,457	24.33%
ONE TIME TRANSFERS TO SUPPORT BUDGET					
FREE CASH USED TO ADJUST TAX RATE	\$1,550,000	\$1,250,000	\$1,250,000	\$1,250,000	
FREE CASH TO FUND OPERATING	\$0	\$0	\$0	\$0	
OTHER AVAILABLE FUNDS	\$400,000	\$0	\$0	\$0	
SUBTOTAL FROM ONE TIME TRANSFERS	\$1,950,000	\$1,250,000	\$1,250,000	\$1,250,000	
NET OUT OVERLAY (NET OUT OF BUDGET ONLY)		(\$134,929)	(\$200,000)	(\$200,000)	48.23%
TOTAL GENERAL FUND REVENUE	\$63,172,389	\$64,848,029	\$69,126,201	\$69,360,257	6.96%
ENTERPRISE FUNDS					
SEWER RECEIPTS	\$2,391,502	\$2,759,166	\$3,338,949	\$3,338,949	21.01%
WATER RECEIPTS	\$3,725,814	\$4,132,072	\$4,660,944	\$4,660,944	12.80%
PEG RECEIPTS	\$196,359	\$255,661	\$170,487	\$170,487	-33.32%
PEG TRANSFER FROM RET EARNINGS	\$0	\$13,065	\$150,560	\$150,560	
SOLID WASTE RECEIPTS	\$0	\$0	\$173,950	\$173,950	0.00%
TOTAL ENTERPRISE FUND REVENUE	\$6,313,675	\$7,159,964	\$8,494,890	\$8,494,890	18.64%
TOTAL REVENUE	\$69,486,064	\$72,007,993	\$77,621,091	\$77,855,147	8.12%

Notice of Annual Town Meeting

MONDAY, May 16, 2022, 7:00 PM

To Town Meeting members:

Notice is hereby given in accordance with Article I, Section 2, of the Bylaws of the Town of Swampscott that the Annual Town Meeting will be held on Monday, May 16, 2022, beginning at 7:00 p.m. in the Swampscott High School Auditorium located at 200 Essex Street, Swampscott.

The required identification badge is to be picked up at the auditorium entrance when you check in.

Town Moderator, Michael McClung will preside.

Respectfully,

Jared H. LaLiberte
Town Clerk

NOTICE OF PRECINCT CAUCUS MEETINGS

Caucus meetings for all Swampscott precincts have been scheduled for Monday, May 16, 2021, beginning at 6:45 pm in the Swampscott High School located at 200 Essex Street, Swampscott. Room assignments are as follows:

Precinct 1 – Room TBA	Precinct 4 – Room TBA
Precinct 2 – Room TBA	Precinct 5 – Room TBA
Precinct 3 – Room TBA	Precinct 6 – Room TBA

NOTES:

Please remember that it is YOUR responsibility to be recorded as being present with the door checkers prior to entering the auditorium for EACH session. Excessive absences are cause for removal from Town Meeting membership. Also, please remember the following:

1. You must wear (display) your Town Meeting identification badge at all times;
2. Remember to use the microphones when speaking on any issue so that your comments may be recorded on the official transcript of the meeting and be heard by your fellow members in the hall and residents viewing the live cable telecast.

Respectfully,

Jared H. LaLiberte
Town Clerk

TOWN OF SWAMPSCOTT

TOWN WARRANT

MAY 16, 2022

ARTICLE # 1 *REPORTS OF THE TOWN BOARDS AND COMMITTEES*

To hear and act on the reports of Town Officials, Boards and Committees.

Sponsored by the Select Board

Comment: This routine Article appears every year to allow Town groups to make reports.

ARTICLE # 2 *APPROVE BILLS OF PRIOR FISCAL YEARS*

To see if the Town will vote to authorize payment of bills of prior fiscal years totaling \$528.21, and as funding therefor, to raise and appropriate or transfer from available funds a sum of money for such purposes; or take any action relative thereto.

Sponsored by the Town Administrator

Comment: The purpose of this article is to provide a mechanism to pay bills that come in from time to time that are expense of prior fiscal years. The following table provides the list of bills for which certain Departments are requesting payment:

Description	Dept	Inv. Date	Amount	Org - Obj
Massachusetts Municipal Association (Job Postings)	Human Res.	06/30/2021	\$300.00	0115202-52116
Amazon Business (Webcam with Microphone)	PEG	02/04/2021	\$89.29	90352-52025
Amazon Business (Car Phone Holder Mounts)	Police	05/05/2021	\$103.92	0121004-52230
Gibbs Auto Repair (Inspection Sticker)	Police	06/08/2021	\$35.00	0121004-52026
<u>TOTAL</u>			<u>\$528.21</u>	

This Article requires a 4/5 vote per Mass. General Laws

The Select Board recommends favorable action on this Article at Town Meeting.

The Finance Committee recommends approval of this Article by Town Meeting.

ARTICLE # 3 *APPROPRIATION FOR FISCAL YEAR 2023 OPERATING BUDGET*

To act on the report of the Finance Committee on the Fiscal Year 2023 budget and to raise and appropriate or transfer from available funds money for the operation of the Town’s Departments and the payment of debt service and all other necessary and proper expenses for the year, or take any action relative thereto.

Sponsored by the Finance Committee

Comment: Please see the remarks from the Finance Committee regarding the FY2023 Town Operating Budget. The Finance Committee may alter or change its recommendations on the floor of Town Meeting.

The Select Board recommends favorable action on this Article at Town Meeting.

The Finance Committee recommends favorable action on this Article at Town Meeting.

**Amounts high-lighted in green denote Finance Committee changes to the recommended budget.*

EOY Expense FY2021	Approved Budget FY2022	Line Item No.	DEPARTMENTAL BUDGETS	FTE	Town Administrator Recommended FY2023	Finance Committee Recommended FY2023
LEGISLATIVE/TOWN MEETING						
TOWN MODERATOR						
\$151	\$200		MODERATOR EXPENSES	0.00	\$200	\$200
\$151	\$200	1	EXPENSE SUBTOTAL	0.00	\$200	\$200
\$151	\$200		TOTAL TOWN MODERATOR	0.00	\$200	\$200
SELECT BOARD						
\$3,817	\$6,000		MEMBERSHIP	0.00	\$4,000	\$4,000 *
\$3,486	\$5,000		OFFICE SUPPLIES/EXPENSES	0.00	\$5,000	\$5,000
\$2,336	\$5,500		COMMUNITY PROGRAMS	0.00	\$20,000	\$20,000 *
\$9,639	\$16,500	2	EXPENSE SUBTOTAL	0.00	\$29,000	\$29,000
\$9,639	\$16,500		TOTAL SELECTBOARD	0.00	\$29,000	\$29,000
*Reduced membership to actual average; Increased Community Programs per Board request						
FINANCE COMMITTEE						
\$2,500	\$2,510		FINANCE COMMITTEE SECRETARY STIPEND	0.00	\$2,510	\$2,510
\$2,500	\$2,510	3	PERSONNEL SUBTOTAL	0.00	\$2,510	\$2,510
\$210	\$500		EXPENSES	0.00	\$500	\$500
\$210	\$500	4	EXPENSE SUBTOTAL	0.00	\$500	\$500
\$0	\$275,000		RESERVE FUND	0.00	\$200,000	\$150,000
\$0	\$275,000	5	TOTAL RESERVE FUND	0.00	\$200,000	\$150,000
\$2,710	\$278,010		TOTAL FINANCE COMMITTEE	0.00	\$203,010	\$153,010
\$12,500	\$294,710		LEGISLATIVE/TOWN MEETING TOTAL	0.00	\$232,210	\$182,210
ADMINISTRATION & FINANCE						
TOWN ADMINISTRATOR						
\$66,732	\$12,000		EXECUTIVE ASSISTANT	1.50	\$90,347	\$90,347 *
\$0	\$70,269		DIR OF COMMUNICATIONS & STRATEGIC INITIATIVES	0.00	\$0	\$0 *
\$152,148	\$156,660		TOWN ADMINISTRATOR (CONTRACT)	1.00	\$159,793	\$159,793
\$18,681	\$19,000		OTHER COMPENSATION (CONTRACT)	0.00	\$19,738	\$19,738
\$600	\$600		SICK INCENTIVE	0.00	\$0	\$0 *
\$238,161	\$258,529	6	PERSONNEL SUBTOTAL	2.50	\$269,878	\$269,878

*Addition of 1.5FTE Admin support, reduction of 1 FTE Director of Communications; Removed sick incentive for all non union personnel

EOY Expense FY2021	Approved Budget FY2022	Line Item No.	DEPARTMENTAL BUDGETS	FTE	Town Administrator Recommended FY2023	Finance Committee Recommended FY2023
\$4,923	\$2,375		OFFICE SUPPLIES/EXPENSES	0.00	\$2,400	\$2,400
\$1,550	\$1,425		MEMBERSHIP	0.00	\$1,450	\$1,450
\$11,312	\$47,000		CONTRACTED CONSULTING SERVICES	0.00	\$25,000	\$25,000
\$1,069	\$380		TOWN HALL GENERAL SUPPLIES	0.00	\$500	\$500
\$3,013	\$1,900		TOWN HALL EVENTS	0.00	\$5,000	\$5,000
\$860	\$1,425		CIVIC RECOGNITION	0.00	\$1,400	\$1,400
\$22,727	\$54,505	7	EXPENSE SUBTOTAL	0.00	\$35,750	\$35,750
\$260,888	\$313,034		TOTAL TOWN ADMINISTRATOR	2.50	\$305,628	\$305,628
			TOWN ACCOUNTANT			
\$87,932	\$120,462		TOWN ACCOUNTANT (CONTRACT)	1.00	\$130,500	\$130,500
\$0	\$9,376		PART TIME STAFF	0.00	\$0	\$0
\$0	\$5,000		OTHER COMPENSATION (CONTRACT)	0.00	\$8,000	\$8,000
\$0	\$0		LONGEVITY	0.00	\$0	\$0
\$900	\$1,200		SICK INCENTIVE	0.00	\$0	\$0
\$43,772	\$40,192		ASSISTANT ACCOUNTANT	1.00	\$50,000	\$50,000
\$132,604	\$176,230	8	PERSONNEL SUBTOTAL	2.00	\$188,500	\$188,500
			*Removed sick incentive for all non union personnel			
\$0	\$150		MILEAGE	0.00	\$150	\$150
\$2,216	\$3,300		EDUCATIONAL EXPENSE	0.00	\$3,500	\$3,500
\$410	\$500		MEMBERSHIPS	0.00	\$5,000	\$500
\$4,463	\$8,206		CONTRACTED CONSULTING SERVICES	0.00	\$10,000	\$10,000
\$2,350	\$2,000		OFFICE SUPPLIES/EXPENSES	0.00	\$2,000	\$2,000
\$720	\$2,000		CONFERENCE/SEMINARS	0.00	\$2,500	\$2,500
\$10,158	\$16,156	9	EXPENSE SUBTOTAL	0.00	\$23,150	\$18,650
\$65,960	\$75,000		AUDIT	0.00	\$65,000	\$65,000
\$65,960	\$75,000	10	AUDIT EXPENSE SUBTOTAL	0.00	\$65,000	\$65,000
\$208,723	\$267,386		TOTAL ACCOUNTING	2.00	\$276,650	\$272,150
			*Reduced to actual Audit Fee + ACFR Submission (School pays for own EOY Report (\$5k)			
			BOARD OF ASSESSORS			
\$24,194	\$50,183		ASSESSING DIRECTOR (CONTRACT)	0.62	\$69,627	\$69,627
\$22,925	\$32,000		ADMIN SUPPORT (CBA)	0.56	\$23,100	\$23,100
\$0	\$0		OTHER COMPENSATION (CONTRACT)	0.00	\$0	\$0
\$0	\$0		LONGEVITY	0.00	\$0	\$0
\$0	\$600		SICK INCENTIVE	0.00	\$335	\$335
\$47,119	\$82,783	11	PERSONNEL SUBTOTAL	1.18	\$93,062	\$93,062
			*Removed sick incentive for all non union personnel, still in Admin CBA			
\$0	\$500		APPELLATE TAX BOARD	0.00	\$500	\$500
\$65,060	\$60,000		CONTRACTED CONSULTING SRVCS	0.00	\$60,000	\$60,000
\$0	\$370		TRAVEL IN STATE	0.00	\$400	\$400
\$0	\$1,000		EDUCATIONAL EXPENSES	0.00	\$1,500	\$1,500
\$100	\$360		MEMBERSHIPS	0.00	\$500	\$500
\$742	\$1,000		OFFICE SUPPLIES/EXPENSES	0.00	\$1,000	\$1,000
\$0	\$150		FUEL	0.00	\$0	\$0
\$0	\$0		INTEREST OWED-ATB	0.00	\$0	\$0
\$0	\$0		CONTRACTED CONSULTING SVCS	0.00	\$0	\$0
\$65,902	\$63,380	12	EXPENSE SUBTOTAL	0.00	\$63,900	\$63,900
\$113,021	\$146,163		TOTAL ASSESSING	1.18	\$156,962	\$156,962

EOY Expense FY2021	Approved Budget FY2022	Line Item No.	DEPARTMENTAL BUDGETS	FTE	Town Administrator Recommended FY2023	Finance Committee Recommended FY2023
TREASURY/CUSTOMER SERVICE						
\$110,326	\$70,269		TREASURER/COLLECTOR (CONTRACT)	1.00	\$82,315	\$82,315
\$54,106	\$52,252		CUSTOMER SERVICE REP. (CBA)	1.00	\$53,532	\$53,532
\$15,438	\$0		PART TIME STAFF	0.00	\$0	\$0
\$1,779	\$0		OTHER COMPENSATION (CONTRACT)	0.00	\$3,000	\$3,000
\$1,500	\$1,000		LONGEVITY	0.00	\$1,000	\$1,000
\$2,384	\$2,100		SICK INCENTIVE	0.00	\$600	\$600 *
\$72,023	\$39,300		ASSISTANT TREASURER	0.66	\$40,087	\$40,087
	\$59,388		CUST SERVICE SUPERVISOR	1.00	\$60,575	\$60,575
\$257,555	\$224,309	13	PERSONNEL SUBTOTAL	3.66	\$241,109	\$241,109
*Removed sick incentive for all non union personnel, still in Admin CBA						
\$0	\$300		TRAVEL IN STATE	0.00	\$300	\$300
\$120	\$2,500		CONFERENCES	0.00	\$2,500	\$2,500
\$160	\$800		MEMBERSHIPS	0.00	\$800	\$800
\$26,606	\$30,000		CONTRACTED CONSULTING SERVICES	0.00	\$30,000	\$30,000
\$5,241	\$12,000		OFFICE SUPPLIES/EXPENSES	0.00	\$2,000	\$2,000 *
\$0	\$0		TOWN WIDE OFFICE SUPPLIES	0.00	\$10,000	\$10,000 *
\$53,832	\$60,000		TOWN POSTAGE ACCOUNT	0.00	\$55,000	\$55,000
\$1,906	\$2,500		SURETY BONDS	0.00	\$2,500	\$2,500
\$210	\$5,000		TAX TITLE	0.00	\$5,000	\$5,000
\$7,378	\$7,000		BANK SERVICE FEES	0.00	\$7,000	\$7,000
\$0	\$1,500		CONFERENCE/SEMINARS	0.00	\$1,500	\$1,500
\$542	\$0		PROCUREMENT SERVICES	0.00	\$0	\$0
\$95,994	\$121,600	14	EXPENSE SUBTOTAL	0.00	\$116,600	\$116,600
\$353,549	\$345,909		TOTAL TREASURY/CUSTOMER SVC	3.66	\$357,709	\$357,709
*Split Office Expenses from Town Wide Office Supplies, net 0 increase						
LEGAL & INSURANCE						
\$198,775	\$180,000		TOWN COUNSEL CONTRACT EXP.	0.00	\$180,000	\$180,000
\$0	\$10,000		INTEREST OWED	0.00	\$2,500	\$2,500
\$7,275	\$10,000		DEDUCTIBLES/SELF-INSURANCE	0.00	\$7,500	\$7,500
\$520,855	\$571,800		PROPERTY & CASUALTY INSURANCE	0.00	\$600,000	\$645,000
\$726,904	\$771,800	15	EXPENSE SUBTOTAL	0.00	\$790,000	\$835,000
\$726,904	\$771,800		TOTAL LEGAL/ INSURANCE	0.00	\$790,000	\$835,000
HUMAN RESOURCES						
\$22,611	\$23,785		HUMAN RESOURCES MANAGER	1.00	\$80,000	\$100,000 *
\$1,017	\$0		PART TIME STAFF	0.00	\$0	\$0
\$300	\$1,200		SICK INCENTIVE	0.00	\$0	\$0
\$43,281	\$45,000		HR GENERALIST & BENEFIT COORDINATOR	1.00	\$69,627	\$69,627
\$43,281	\$40,000		DIVERSITY COORDINATOR	1.00	\$10,000	\$10,000 *
\$0	\$5,000		INTERNS/TEMPORARY HELP	0.00	\$20,000	\$20,000 *
\$110,490	\$114,985	16	PERSONNEL SUBTOTAL	3.00	\$179,627	\$199,627
*HR Manager position filled as of June 1st; Utilizing ARPA funding for year 1 DEI program consultant; Increase temp help due to vacancies						
\$1,414	\$31,000		EMPLOYMENT SCREENING	0.00	\$2,500	\$2,500
\$0	\$0		RECRUITMENT & ENTRANCE EXAMS	0.00	\$2,500	\$2,500
\$0	\$250		TRAVEL IN STATE	0.00	\$150	\$150

EOY Expense FY2021	Approved Budget FY2022	Line Item No.	DEPARTMENTAL BUDGETS	FTE	Town Administrator Recommended FY2023	Finance Committee Recommended FY2023	
\$10,500	\$7,000		EMPLOYEE TUITION REIMBURSEMENT	0.00	\$9,000	\$9,000	*
\$7,925	\$3,500		PROFESSIONAL DEV.-TOWN WIDE	0.00	\$5,000	\$5,000	*
\$828	\$2,500		EMPLOYEE RECOGNITION/ASSISTANCE	0.00	\$5,000	\$25,000	*
\$2,894	\$1,000		ADVERTISING EXPENSES	0.00	\$1,000	\$1,000	
\$275	\$500		MEMBERSHIP	0.00	\$500	\$500	
\$242	\$1,500		OFFICE SUPPLIES/EXPENSES	0.00	\$1,500	\$1,500	
\$384	\$1,500		CONFERENCE/SEMINARS	0.00	\$1,500	\$1,500	
\$24,462	\$48,750	17	EXPENSE SUBTOTAL	0.00	\$28,650	\$48,650	
			*4 employees have expressed interest in Tuition Reimbursement; increased Town professional development and employee recognition utilizing savings from removed sick incentive				
\$0	\$10,000		SALARY RESERVE	0.00	\$158,531	\$182,797	*
\$0	\$0		END OF EMPLOYMENT COSTS	0.00	\$0	\$0	
\$52,825	\$91,250		END OF EMPLOYMENT-SCHOOL	0.00	\$75,620	\$75,620	*
\$151,506	\$75,000		END OF EMPLOYMENT-TOWN	0.00	\$60,000	\$60,000	*
\$0	\$0		PERFORMANCE MANAGEMENT	0.00	\$30,000	\$30,000	*
\$204,331	\$176,250	18	EXPENSE SUBTOTAL	0.00	\$324,151	\$348,417	
\$339,282	\$339,985		TOTAL HUMAN RESOURCES	3.00	\$532,428	\$596,694	
			*Salary reserve for non-union personnel increases and partial reserve for contract negotiations; 2 teachers + 1 admin EOE School; 2 firefighter retirements; restored performance management for retention efforts				
			INFORMATION TECHNOLOGY				
\$0	\$5,000		LIBRARY COMPUTER MAINTENANCE	0.00	\$5,000	\$5,000	
\$33,712	\$32,000		EQUIPMENT MAINTENANCE	0.00	\$32,000	\$32,000	
\$1,491	\$0		CONTRACTED CONSULTING SVS	0.00	\$0	\$0	
\$138,254	\$146,000		FINANCIAL SYSTEMS	0.00	\$152,000	\$152,000	
\$128,162	\$126,000		IT CONTRACT SERVICES	0.00	\$126,000	\$126,000	
\$760	\$32,500		PHONE SYSTEM CONTRACT SERVICES	0.00	\$20,900	\$20,900	*
\$17,677	\$22,700		SOFTWARE-POLICE	0.00	\$20,000	\$20,000	*
\$7,087	\$8,500		SOFTWARE-FIRE	0.00	\$8,000	\$8,000	
\$22,784	\$25,000		WIRELESS PHONES	0.00	\$29,400	\$29,400	
\$19,787	\$19,500		SOFTWARE-BUILDING	0.00	\$22,000	\$22,000	
\$2,046	\$8,150		SOFTWARE-DPW	0.00	\$3,000	\$3,000	*
\$0	\$0		EDUCATIONAL EXPENSES	0.00	\$0	\$0	
\$1,105	\$0		OFFICE SUPPLIES/EXPENSES	0.00	\$0	\$0	
\$91,460	\$122,000		SOFTWARE LIC/SUBSCRIPTIONS	0.00	\$110,000	\$110,000	*
\$24,664	\$25,000		TELEPHONES (MOST DEPTS.)	0.00	\$25,500	\$25,500	
\$10,998	\$5,500		HARDWARE/EQUIPMENT	0.00	\$7,500	\$7,500	
\$499,986	\$577,850	19	EXPENSE SUBTOTAL	0.00	\$561,300	\$561,300	
\$499,986	\$577,850		TOTAL TECHNOLOGY	0.00	\$561,300	\$561,300	
			*New 5 year contract for phone system at Town Hall, Library, Police, Fire, and Sr Center; reduce other software to actuals; increase in licenses/subscriptions for upgraded antivirus (pay 2 years get 3rd free)				
			PARKING CLERK				
\$0	\$1,791		PARKING CLERK STIPEND	0.00	\$1,791	\$1,791	
\$0	\$1,791	20	PERSONNEL SUBTOTAL	0.00	\$1,791	\$1,791	
\$1,176	\$11,250		OFFICE SUPPLIES/EXPENSES	0.00	\$3,000	\$3,000	*
\$1,176	\$11,250	21	EXPENSE SUBTOTAL	0.00	\$3,000	\$3,000	
\$1,176	\$13,041		TOTAL PARKING CLERK	0.00	\$4,791	\$4,791	
			*purchased new machine in FY2022, returned line to standard				

EOY Expense FY2021	Approved Budget FY2022	Line Item No.	DEPARTMENTAL BUDGETS	FTE	Town Administrator Recommended FY2023	Finance Committee Recommended FY2023	
TOWN CLERK/ELECTIONS							
\$78,687	\$78,566		TOWN CLERK	1.00	\$75,000	\$80,000	*
\$53,947	\$48,555		ADMIN SUPPORT (CBA)	1.00	\$53,532	\$53,532	
\$2,260	\$3,000		OVERTIME (CBA)	0.00	\$2,300	\$2,300	
\$22,053	\$11,000		POLL WORKERS (TEMPORARY STAFF)	0.00	\$9,800	\$9,800	
\$2,979	\$500		CUSTODIANS	0.00	\$2,500	\$2,500	
\$4,845	\$5,500		PART TIME STAFF	0.00	\$0	\$0	
\$0	\$0		OTHER COMPENSATION	0.00	\$0	\$0	
\$900	\$950		LONGEVITY	0.00	\$0	\$0	*
\$900	\$1,400		SICK INCENTIVE	0.00	\$600	\$600	*
\$6,084	\$3,500		STIPEND	0.00	\$0	\$0	*
\$0	\$0		ASSISTANT CLERK/COLLECTOR	0.00	\$0	\$0	
\$172,655	\$152,971	22	PERSONNEL SUBTOTAL	2.00	\$143,732	\$148,732	
*Town Clerk vacancy also reduced the longevity and stipends in employment contract							
\$0	\$1,900		EQUIPMENT MAINTENANCE	0.00	\$1,900	\$1,900	
\$0	\$650		TRAVEL/SEMINARS	0.00	\$650	\$650	
\$285	\$300		MEMBERSHIPS	0.00	\$325	\$325	
\$3,702	\$3,000		OFFICE SUPPLIES/EXPENSES	0.00	\$3,000	\$3,000	
\$584	\$7,000		TOWN MEETING	0.00	\$7,000	\$7,000	
\$24,915	\$20,000		ELECTION EXPENSES	0.00	\$20,000	\$20,000	
\$0	\$1,900		TOWN REPORTS	0.00	\$1,900	\$1,900	
\$29,486	\$34,750	23	EXPENSE SUBTOTAL	0.00	\$34,775	\$34,775	
\$202,141	\$187,721		TOTAL TOWN CLERK	2.00	\$178,507	\$183,507	
\$2,705,669	\$2,962,889		ADMINISTRATION & FINANCE TOTAL	14.34	\$3,163,975	\$3,273,741	
COMMUNITY DEVELOPMENT							
CONSERVATION COMMISSION							
\$494	\$500		EXPENSES	0.00	\$500	\$500	
\$885	\$800		PROF DEVELOP/MEMBERSHIPS	0.00	\$800	\$800	
\$0	\$350		PROFESSIONAL DEVELOPMENT	0.00	\$350	\$350	
\$1,379	\$1,650	24	EXPENSE SUBTOTAL	0.00	\$1,650	\$1,650	
\$1,379	\$1,650		TOTAL CONSERVATION COMMISSION	0.00	\$1,650	\$1,650	
COMMUNITY DEVELOPMENT							
\$0	\$0		OFFICE MANAGER	0.00	\$0	\$0	
\$102,529	\$102,392		DIR OF COMMUNITY DEVELOP	1.00	\$106,529	\$109,242	
\$58,578	\$64,507		SENIOR PLANNER	1.00	\$64,507	\$64,507	*
\$36,801	\$43,920		LAND USE BOARD COORDINATOR	0.71	\$43,005	\$43,005	
\$953	\$1,553		SICK INCENTIVE	0.00	\$0	\$0	*
\$198,861	\$212,372	25	PERSONNEL SUBTOTAL	2.71	\$214,041	\$216,754	
*Senior Planner currently vacant							
\$2,313	\$1,805		EXPENSES	0.00	\$1,805	\$1,805	
\$0	\$190		TRAVEL IN STATE	0.00	\$190	\$190	
\$25	\$475		EDUCATION	0.00	\$475	\$475	
\$0	\$394		MEMBERSHIPS	0.00	\$394	\$394	
\$0	\$34,000		CONTRACTED CONSULTING SERVICES	0.00	\$3,000	\$3,000	*
\$0	\$618		CONFERENCE/SEMINARS	0.00	\$618	\$618	
\$2,338	\$37,482	26	EXPENSE SUBTOTAL	0.00	\$6,482	\$6,482	
*Contracted consulting was increased during year-end shuffle for a specific use, reduced to previous level							
\$201,213	\$249,854		TOTAL COMMUNITY DEVELOPMENT	2.71	\$220,523	\$223,236	

EOY Expense FY2021	Approved Budget FY2022	Line Item No.	DEPARTMENTAL BUDGETS	FTE	Town Administrator Recommended FY2023	Finance Committee Recommended FY2023	
BOARD OF APPEALS							
\$10,057	\$7,500		LEGAL ADS	0.00	\$10,500	\$10,500	*
\$73	\$329		OFFICE SUPPLIES/EXPENSES	0.00	\$0	\$0	
\$10,129	\$7,829	27	EXPENSE SUBTOTAL	0.00	\$10,500	\$10,500	
\$10,129	\$7,829		TOTAL BOARD OF APPEALS	0.00	\$10,500	\$10,500	
*Increased due to anticipated need							
BUILDING DEPT							
\$75,914	\$97,123		BLDG.INSPECTOR'S SALARY (CONTRACT)	1.00	\$90,000	\$80,000	*
\$24,943	\$24,943		WIRE INSPECTOR'S SALARY	0.25	\$24,943	\$24,943	
\$45,591	\$53,533		ADMIN SUPPORT (CBA)	1.00	\$53,532	\$53,532	
\$1,719	\$1,301		ASST.PLUMBING INSP.SALARY	0.25	\$1,301	\$1,301	
\$25,984	\$25,984		PLUMBING INSPECTORS SALAR	0.25	\$25,984	\$25,984	
\$1,719	\$1,301		ASST. ELECTRIC INSPECTOR	0.25	\$1,301	\$1,301	
\$15,579	\$16,506		LOCAL INSPECTOR	0.43	\$50,112	\$50,112	*
\$447	\$1,225		LONGEVITY	0.00	\$825	\$825	
\$1,100	\$1,400		SICK INCENTIVE (CBA)	0.00	\$600	\$600	
\$192,996	\$223,316	28	PERSONNEL SUBTOTAL	3.43	\$248,598	\$238,598	
*Bldg Inspector currently vacant, local inspector is interim; increase local inspector for added support							
\$391	\$2,660		OFFICE SUPPLIES/EXPENSES	0.00	\$2,660	\$2,660	
\$0	\$5,000		INSPECTIONS & TESTS	0.00	\$5,000	\$5,000	
\$7	\$166		TRAVEL	0.00	\$0	\$0	
\$210	\$1,000		EDUCATIONAL EXPENSES	0.00	\$2,000	\$2,000	
\$0	\$400		MEMBERSHIPS	0.00	\$600	\$600	
\$215	\$500		BOOKS	0.00	\$750	\$750	
\$759	\$700		FUEL	0.00	\$0	\$0	
\$0	\$400		EQUIPMENT	0.00	\$200	\$200	
\$1,581	\$10,826	29	EXPENSE SUBTOTAL	0.00	\$11,210	\$11,210	
\$194,577	\$234,142		TOTAL BUILDING	3.43	\$259,808	\$249,808	
HEALTH DEPT							
\$73,608	\$73,510		HEALTH OFFICER	1.00	\$75,000	\$75,000	
\$35,987	\$0		ANIMAL CONTROL OFFICER	0.00	\$0	\$0	
\$385	\$800		OVERTIME	0.00	\$800	\$800	*
\$77,244	\$90,400		NURSE	1.00	\$72,000	\$72,000	*
\$1,850	\$1,850		LONGEVITY	0.00	\$1,850	\$1,850	
\$1,800	\$1,800		SICK INCENTIVE	0.00	\$0	\$0	
\$313	\$0		STIPEND	0.00	\$500	\$500	
\$191,187	\$168,360	30	PERSONNEL SUBTOTAL	2.00	\$150,150	\$150,150	
*Overtime for BOH meetings; Nurse returned to just 1 FTE							
\$0	\$0		BOARD EXPENSES	0.00	\$250	\$250	
\$80	\$700		INSPECTIONS & TESTS	0.00	\$800	\$800	
\$4,993	\$6,184		FLU SHOTS	0.00	\$6,900	\$6,900	
\$21	\$200		TRAVEL IN STATE	0.00	\$200	\$200	
\$326	\$1,000		MEMBERSHIPS/PROF DEVELOPMENT	0.00	\$1,500	\$1,500	
\$16,250	\$17,500		OUTSIDE SERVICES	0.00	\$15,000	\$15,000	
\$2,779	\$2,990		OFFICE SUPPLIES/EXPENSES	0.00	\$2,900	\$2,900	
\$1,373	\$900		STATE MANDATED CHARGES	0.00	\$800	\$800	
\$115	\$130		FUEL	0.00	\$130	\$130	
\$25,936	\$29,604	31	EXPENSE SUBTOTAL	0.00	\$28,480	\$28,480	
\$217,123	\$197,964		TOTAL BOARD OF HEALTH	2.00	\$178,630	\$178,630	

EOY Expense FY2021	Approved Budget FY2022	Line Item No.	DEPARTMENTAL BUDGETS	FTE	Town Administrator Recommended FY2023	Finance Committee Recommended FY2023
			HISTORICAL COMMISSION			
\$1,487	\$4,038		HISTORICAL COMMISSION	0.00	\$4,000	\$4,000
\$1,487	\$4,038	32	EXPENSE SUBTOTAL	0.00	\$4,000	\$4,000
\$1,487	\$4,038		TOTAL HISTORICAL COMMISSION	0.00	\$4,000	\$4,000
			RECREATION DEPT (GENERAL FUND)			
\$24,466	\$25,888		AUXILIARY STAFF	0.00	\$25,000	\$25,000
\$24,466	\$25,888	33	PERSONNEL SUBTOTAL	0.00	\$25,000	\$25,000
			*10 lifeguards, 10 weeks			
\$11,989	\$10,500		BEACH STICKER PROCESSING & SUP	0.00	\$14,689	\$14,689
\$3,014	\$3,000		LIFEGUARD SUPPLIES	0.00	\$3,000	\$3,000
\$13,678	\$7,000		COMMUNITY EVENTS	0.00	\$7,000	\$7,000
\$0	\$8,047		4th of July	0.00	\$10,000	\$10,000
\$43	\$0		FUEL	0.00	\$0	\$0
\$28,724	\$28,547	34	EXPENSE SUBTOTAL	0.00	\$34,689	\$34,689
\$53,190	\$54,435		TOTAL RECREATION (GF)	0.00	\$59,689	\$59,689
\$679,083	\$749,912		COMMUNITY DEVELOPMENT TOTAL (not incl. Revolving Funds)	8.13	\$734,800	\$727,513
			PUBLIC SERVICES			
			FACILITIES			
\$44,560	\$44,169		DIRECTOR OF FACILITIES	1.00	\$48,185	\$48,185
\$0	\$52,286		CUSTODIANS	1.56	\$56,745	\$56,745
\$550	\$0		OTHER COMPENSATION	0.00	\$0	\$0
\$0	\$40,120		MAINTENANCE SALARIES	3.00	\$74,894	\$74,894
\$0	\$931		LONGEVITY	0.00	\$500	\$500
\$300	\$2,426		SICK INCENTIVE	0.00	\$600	\$600
\$0	\$10,800		ASST DIRECTOR OF FACILITIES	0.00	\$10,000	\$10,000
\$0	\$15,000		ADMIN. ASSISTANT	1.00	\$20,589	\$20,589
\$45,410	\$165,732	35	PERSONNEL SUBTOTAL	6.56	\$211,513	\$211,513
			*Director and Maintenance salaries are 60/40 split with schools; admin assistant is a 50/50 split with schools			
\$36,693	\$60,000		BUILDING MAINT-TOWN	0.00	\$60,000	\$60,000
\$50,000	\$0		BUILDING MAINT-SCHOOL	0.00	\$0	\$0
\$7,914	\$10,000		CONTRACTED CONSULTING SERVICES	0.00	\$10,000	\$10,000
\$0	\$200		TRAVEL IN STATE	0.00	\$0	\$0
\$158,690	\$135,000		OUTSIDE SERVICES-TOWN	0.00	\$135,000	\$135,000
\$50,000	\$0		OUTSIDE SERVICES-SCHOOL	0.00	\$0	\$0
\$1,036	\$1,250		OFFICE SUPPLIES/EXPENSES	0.00	\$1,000	\$1,000
\$105,829	\$110,000		OPER EXP ELECTRIC	0.00	\$110,000	\$110,000
\$30,832	\$35,000		OPER EXP FUEL GAS	0.00	\$35,000	\$35,000
\$0	\$350		MEMBERSHIPS	0.00	\$700	\$700
\$0	\$1,000		CONFERENCE/SEMINARS	0.00	\$1,000	\$1,000
\$440,994	\$352,800	36	EXPENSE SUBTOTAL	0.00	\$352,700	\$352,700
\$486,404	\$518,532		TOTAL FACILITIES	6.56	\$564,213	\$564,213
			DPW - CEMETERY			
\$406	\$31,998		DIRECTOR	0.25	\$33,290	\$33,290
\$10,312	\$12,725		OVERTIME	0.00	\$10,000	\$10,000
\$0	\$1,250		OTHER COMPENSATION	0.00	\$0	\$0
\$152,831	\$120,710		PERSONNEL	2.00	\$120,249	\$120,249
\$1,919	\$3,188		LONGEVITY	0.00	\$3,238	\$3,238

EOY Expense FY2021	Approved Budget FY2022	Line Item No.	DEPARTMENTAL BUDGETS	FTE	Town Administrator Recommended FY2023	Finance Committee Recommended FY2023
\$150	\$150		SICK INCENTIVE	0.00	\$0	\$0
\$165,618	\$170,021	37	PERSONNEL SUBTOTAL	2.25	\$166,777	\$166,777
			*25% of Director's Salary			
\$4,675	\$5,545		BUILDING EXPENSES	0.00	\$5,545	\$5,545
\$1,704	\$2,000		EQUIPMENT MAINTENANCE	0.00	\$2,000	\$2,000
\$1,195	\$1,250		UNIFORMS	0.00	\$1,250	\$1,250
\$10,304	\$13,000		LANDSCAPING	0.00	\$7,500	\$7,500
\$17,877	\$21,795	38	EXPENSE SUBTOTAL	0.00	\$16,295	\$16,295
\$183,495	\$191,816		TOTAL CEMETERY	2.25	\$183,072	\$183,072
			*partially funded from perpetual care fund			
			DPW - GENERAL			
\$406	\$31,998		DIRECTOR	0.25	\$33,290	\$33,290
\$31,178	\$35,000		OVERTIME	0.00	\$35,000	\$35,000
\$60	\$3,450		CUSTODIAN FISH HOUSE	0.00	\$0	\$0
\$3,230	\$5,000		POLICE DETAILS	0.00	\$5,000	\$5,000
\$18,608	\$30,000		PART TIME STAFF	0.00	\$41,040	\$41,040
(\$940)	\$1,250		OTHER COMPENSATION	0.00	\$0	\$0
\$381,080	\$323,338		PERSONNEL	6.00	\$321,877	\$321,877
\$0	\$0		DPW - INCENTIVES	0.00	\$0	\$0
\$1,787	\$2,988		LONGEVITY	0.00	\$3,388	\$3,388
\$450	\$150		SICK INCENTIVE	0.00	\$0	\$0
\$435,858	\$433,174	39	PERSONNEL SUBTOTAL	6.25	\$439,595	\$439,595
			*25% of Director's Salary; custodians moved under facilities; PT Staff 12 weeks starting in May			
\$5,935	\$11,000		FUEL	0.00	\$15,000	\$15,000
\$30,696	\$50,000		EQUIPMENT MAINTENANCE	0.00	\$40,000	\$40,000
\$6,605	\$6,000		SIGNS	0.00	\$7,500	\$7,500
\$2,168	\$7,500		TOWN VEHICLE MAINTENANCE	0.00	\$2,000	\$2,000
\$50	\$0		TRAVEL IN STATE	0.00	\$0	\$0
\$2,051	\$3,000		CONTRACTED CONSULTING SERVICES	0.00	\$0	\$0
\$48,623	\$60,000		OPER EXP SUPPLIES	0.00	\$60,000	\$60,000
\$360	\$0		OPER EXP FISH HOUSE	0.00	\$0	\$0
\$3,630	\$3,750		UNIFORMS (CBA)	0.00	\$3,750	\$3,750
\$25,000	\$25,000		HIGHWAY MAINTENANCE	0.00	\$25,000	\$25,000
\$10,000	\$10,000		SHADE TREES	0.00	\$10,000	\$10,000
\$7,075	\$7,500		CONTRACT WORK	0.00	\$10,000	\$10,000
\$88,092	\$85,000		CONTRACT GRASS WORK	0.00	\$80,000	\$80,000
\$97,676	\$90,000		CONTRACT SIDEWALK WORK/PATCHING	0.00	\$90,000	\$90,000
\$23,581	\$19,580		LANDSCAPING	0.00	\$15,000	\$15,000
\$1,938	\$5,000		LEAF DISPOSAL	0.00	\$2,500	\$2,500
\$33,582	\$80,000		CONTRACT-FIELD MAINTENANCE	0.00	\$80,000	\$80,000
\$13,261	\$30,000		DEBRIS REMOVAL	0.00	\$35,000	\$35,000
\$3,476	\$5,000		ELECTRICAL REPAIRS	0.00	\$5,000	\$5,000
\$6,028	\$7,000		WASTE PRODUCT REMOVAL	0.00	\$10,000	\$10,000
\$118,295	\$120,000		STREET LIGHTING	0.00	\$120,000	\$120,000
\$528,120	\$625,330	40	EXPENSE SUBTOTAL	0.00	\$610,750	\$610,750
			*\$625/EE; Organics field treatment			
			SNOW & ICE			
\$57,678	\$60,000		SNOW & ICE OT	0.00	\$60,000	\$60,000
\$129,684	\$180,000		SNOW & ICE	0.00	\$180,000	\$180,000
\$187,362	\$240,000	41	OTHER EXPENSE SUBTOTAL	0.00	\$240,000	\$240,000

EOY Expense FY2021	Approved Budget FY2022	Line Item No.	DEPARTMENTAL BUDGETS	FTE	Town Administrator Recommended FY2023	Finance Committee Recommended FY2023
\$1,151,341	\$1,298,504		TOTAL DPW - GENERAL	6.25	\$1,290,345	\$1,290,345
			*Must remain equal to prior fiscal year			
\$1,821,241	\$2,008,852		PUBLIC SERVICES TOTAL	15.06	\$2,037,630	\$2,037,630
			<u>PUBLIC SAFETY</u>			
			<u>POLICE DEPARTMENT</u>			
\$128,328	\$70,600		CHIEF (CONTRACT)	1.00	\$140,000	\$140,000
\$94,410	\$100,984		CAPTAINS SALARY & WAGES (CBA)	1.00	\$100,598	\$100,598
\$284,673	\$339,447		LIEUTENANTS SAL. & WAGES (CBA)	4.00	\$338,146	\$338,146
\$439,149	\$464,464		SERGEANTS SALARY & WAGES (CBA)	7.00	\$464,153	\$464,153
\$1,124,810	\$1,188,664		PATROLMEN (CBA)	23.00	\$1,252,686	\$1,252,686
\$56,561	\$58,985		SECRETARY'S SAL. & WAGES	1.00	\$59,531	\$59,531
\$6,350	\$8,240		MATRONS	0.00	\$8,000	\$8,000
\$17,739	\$19,380		PART-TIME CLERICAL	0.47	\$19,755	\$19,755
\$17,739	\$50,192		ANIMAL CONTROL OFFICER	1.00	\$49,148	\$49,148
\$16,341	\$22,500		INVESTIGATIONS & ID'S (CBA)	0.00	\$20,000	\$20,000
\$314,646	\$335,343		EDUCATIONAL INCENTIVES (CBA)	0.00	\$300,580	\$300,580
\$31,457	\$31,000		ADVANCED MED CERT (CBA)	0.00	\$30,000	\$30,000
\$0	\$0		INJURY LEAVE	0.00	\$0	\$0
\$611,775	\$415,000		OVERTIME/RESERVES & SPEC (CBA)	0.00	\$365,000	\$365,000
\$20,000	\$25,000		FITNESS INCENTIVE (CBA)	0.00	\$25,000	\$25,000
\$115,528	\$136,880		HOLIDAY PAY (CBA)	0.00	\$124,000	\$124,000
\$19,007	\$17,300		OVERTIME 5&2 SCHEDULE (CBA)	0.00	\$17,714	\$17,714
\$3,353	\$36,500		OVERTIME COURT (CBA)	0.00	\$6,000	\$6,000
\$24,794	\$17,000		OVERTIME INVESTIGATIONS (CBA)	0.00	\$18,000	\$18,000
\$102,422	\$85,850		OVERTIME TRAINING (CBA)	0.00	\$82,000	\$82,000
\$2,934	\$2,000		VACATION BUY BACK/ONE TIME PMTs (CBA)	0.00	\$4,730	\$4,730
\$9,477	\$11,000		OUT-OF-GRADE PAY (CBA)	0.00	\$4,000	\$4,000
\$86,730	\$94,302		LONGEVITY (CBA)	0.00	\$84,500	\$84,500
\$900	\$1,200		SICK INCENTIVE	0.00	\$0	\$0
\$0	\$0		OTHER COMPENSATION	0.00	\$0	\$0
\$217,287	\$228,835		SHIFT DIFFERENTIAL (CBA)	0.00	\$233,777	\$233,777
\$21,959	\$21,000		ACCREDITATION STIPEND (CBA)	0.00	\$23,250	\$23,250
\$3,768,368	\$3,781,666	42	PERSONNEL SUBTOTAL	38.47	\$3,770,569	\$3,770,569
			*Reduction in overtime due to leaving civil service and elimination of minimum manning			
\$4,195	\$3,000		EXPENSES-BLDG	0.00	\$5,000	\$5,000
\$18,457	\$28,000		EQUIPMENT MAINTENANCE	0.00	\$25,000	\$25,000
\$350	\$1,500		TRAVEL IN STATE	0.00	\$1,500	\$1,500
\$960	\$0		EDUCATION INCENTIVES (CBA)	0.00	\$2,500	\$2,500
\$9,393	\$10,400		MOBILE RADIO	0.00	\$11,000	\$11,000
\$4,329	\$3,750		MEMBERSHIPS	0.00	\$3,750	\$3,750
\$19,673	\$15,000		TRAINING	0.00	\$24,000	\$24,000
\$0	\$0		TESTING & RECRUITING	0.00	\$1,280	\$1,280
\$0	\$118,000		CONTRACTED CONSULTING	0.00	\$0	\$0
\$23,339	\$16,500		POL-OFFICE SUPPLY/EXPENSE	0.00	\$16,500	\$16,500
\$34,261	\$36,000		UNIFORMS	0.00	\$28,000	\$28,000
\$11,318	\$11,500		AMMUNITION/WEAPONS	0.00	\$11,500	\$11,500
\$5,500	\$5,500		NEMLEC DUES	0.00	\$5,500	\$5,500
\$0	\$2,500		CONFERENCE/SEMINARS	0.00	\$0	\$0

EOY Expense FY2021	Approved Budget FY2022	Line Item No.	DEPARTMENTAL BUDGETS	FTE	Town Administrator Recommended FY2023	Finance Committee Recommended FY2023
\$17,607	\$26,500		FUEL	0.00	\$25,125	\$25,125
\$0	\$0		ACO EXPENSES	0.00	\$3,750	\$3,750
\$693	\$60,000		EQUIPMENT	0.00	\$5,000	\$5,000
\$150,075	\$338,150	43	EXPENSE SUBTOTAL	0.00	\$169,405	\$169,405
*Increase in training for accreditation; Recruiting & testing for physical abilities test at hiring						
\$3,918,444	\$4,119,816		TOTAL POLICE	38.47	\$3,939,974	\$3,939,974
CONSTABLE						
\$0	\$100		ELECTED OFFICIALS SALARY & WAGES	0.00	\$100	\$100
\$0	\$100	44	PERSONNEL SUBTOTAL	0.00	\$100	\$100
\$0	\$100		TOTAL CONSTABLE	0.00	\$100	\$100
HARBORMASTER						
\$13,854	\$13,800		OFFICER'S SALARY	0.00	\$13,800	\$13,800
\$6,498	\$6,500		HARBORMASTER PATROL	0.00	\$6,500	\$6,500
\$20,352	\$20,300	45	PERSONNEL SUBTOTAL	0.00	\$20,300	\$20,300
\$24,493	\$3,500		EQUIPMENT MAINTENANCE	0.00	\$3,500	\$3,500
\$0	\$750		UNIFORMS	0.00	\$749	\$749
\$13	\$500		FUEL	0.00	\$500	\$500
\$519	\$1,500		EQUIPMENT	0.00	\$1,500	\$1,500
\$25,025	\$6,250	46	EXPENSE SUBTOTAL	0.00	\$6,249	\$6,249
\$45,377	\$26,550		TOTAL HARBORMASTER	0.00	\$26,549	\$26,549
FIRE DEPARTMENT						
\$128,198	\$130,000		CHIEF (CONTRACT)	1.00	\$132,600	\$133,352
\$380,820	\$344,863		CAPTAINS SALARY & WAGES (CBA)	4.00	\$344,863	\$344,863
\$197,484	\$295,206		LIEUTENANTS SAL. & WAGES (CBA)	4.00	\$295,206	\$295,206
\$1,525,607	\$1,625,661		FIREFIGHTER'S SAL. & WAGES (CBA)	25.00	\$1,625,661	\$1,625,661
\$95,293	\$98,059		DEPUTY CHIEF (CBA)	1.00	\$98,059	\$98,059
\$8,287	\$8,583		OFFICE CLERK STIPEND (CBA)	0.00	\$8,583	\$8,583
\$17,194	\$16,000		TRAINING STIPEND (CBA)	0.00	\$16,000	\$16,000
\$27,894	\$41,106		SICK LEAVE BUY BACK (CBA)	0.00	\$41,106	\$41,106
\$5,514	\$5,556		FIRE INVESTIGATOR STIPEND (CBA)	0.00	\$5,556	\$5,556
\$6,891	\$6,944		MECHANIC STIPEND (CBA)	0.00	\$6,944	\$6,944
\$689,783	\$556,419		OVERTIME-MINIMUM MANNING (CBA)	0.00	\$515,000	\$515,000 *
\$0	\$15,000		FITNESS INCENTIVE (CBA)	0.00	\$15,000	\$15,000
\$107,672	\$118,450		HOLIDAY PAY (CBA)	0.00	\$118,450	\$118,450
\$412	\$0		UNIFORM ALLOWANCE	0.00	\$0	\$0
\$41,140	\$51,088		LONGEVITY (CBA)	0.00	\$51,088	\$51,088
\$4,064	\$6,000		OUT-OF-GRADE PAY (CBA)	0.00	\$6,000	\$6,000
\$0	\$3,000		EMERGENCY MGMT STIPEND (CBA)	0.00	\$3,000	\$3,000
\$111,506	\$116,176		SHIFT DIFF-NIGHT (CBA)	0.00	\$116,176	\$116,176
\$106,289	\$116,176		WEEK END DIFFERENTIAL (CBA)	0.00	\$116,176	\$116,176
\$3,445	\$3,493		EMS TRAINING COORDINATOR (CBA)	0.00	\$3,493	\$3,493
\$0	\$3,493		FIRE TRAINING SUPERVISOR (CBA)	0.00	\$3,493	\$3,493
\$3,457,492	\$3,561,273	47	PERSONNEL SUBTOTAL	35.00	\$3,522,454	\$3,523,206
*Reduction in overtime due to leaving civil service and elimination of minimum manning						
\$8,064	\$8,000		EXPENSES-BLDG	0.00	\$8,000	\$8,000
\$82,733	\$65,000		EQUIPMENT MAINTENANCE	0.00	\$65,000	\$65,000
\$2,600	\$2,500		FIRE PREVENTIONS	0.00	\$2,500	\$2,500
\$20	\$475		TRAVEL IN STATE	0.00	\$475	\$475
\$2,463	\$1,250		COMMUNICATIONS	0.00	\$1,250	\$1,250
\$20,404	\$15,100		TRAINING/TESTING	0.00	\$25,000	\$25,000 *

EOY Expense FY2021	Approved Budget FY2022	Line Item No.	DEPARTMENTAL BUDGETS	FTE	Town Administrator Recommended FY2023	Finance Committee Recommended FY2023
\$1,588	\$2,194		OFFICE SUPPLIES/EXPENSES	0.00	\$2,194	\$2,194
\$43,291	\$40,000		PROTECTIVE CLOTHING	0.00	\$40,000	\$40,000
\$2,000	\$2,000		CONFERENCE/SEMINARS	0.00	\$2,000	\$2,000
\$4,600	\$2,000		FIRE HOSE	0.00	\$2,000	\$2,000
\$8,375	\$7,000		FUEL	0.00	\$7,000	\$7,000
\$104,397	\$100,000		LYNN DISPATCH	0.00	\$100,000	\$100,000
\$280,535	\$245,519	48	EXPENSE SUBTOTAL	0.00	\$255,419	\$255,419
\$3,738,026	\$3,806,792		TOTAL FIRE	35.00	\$3,777,873	\$3,778,625
*Increased Training/Testing for non civil service test & physical abilities test						
EMERGENCY MANAGEMENT						
\$992	\$2,000		DIRECTOR (STIPEND)	0.00	\$2,000	\$2,000
\$723	\$2,000	49	PERSONNEL SUBTOTAL	0.00	\$2,000	\$2,000
\$4,995	\$2,500		EXPENSES	0.00	\$2,500	\$2,500
\$4,670	\$2,500	50	EXPENSE SUBTOTAL	0.00	\$2,500	\$2,500
\$5,393	\$4,500		TOTAL EMERGENCY MANAGEMENT	0.00	\$4,500	\$4,500
\$7,707,240	\$7,957,758		PUBLIC SAFETY TOTAL	73.47	\$7,748,996	\$7,749,748
HUMAN SERVICES						
SENIOR CENTER (GENERAL FUND)						
\$3,933	\$0		DIRECTOR	0.00	\$0	\$0
\$6,833	\$85,000		EXECUTIVE DIRECTOR	1.00	\$85,327	\$85,327
\$17,757	\$14,935		ADMINISTRATIVE ASSISTANT	0.44	\$11,820	\$11,820
\$42,008	\$58,269		OUTREACH WORKER	1.00	\$55,212	\$55,212
\$0	\$40,000		PROGRAM & VOLUNTEER COORD.	1.00	\$56,316	\$56,316
\$12,818	\$22,440		VAN DRIVER	1.06	\$22,000	\$22,000
\$400	\$1,200		SICK INCENTIVE	0.00	\$0	\$0
\$83,748	\$221,844	51	PERSONNEL SUBTOTAL	4.50	\$230,674	\$230,674
\$0	\$0		PROGRAM COORDINATOR	0.00	\$0	\$0
\$0	\$0		EXPENSES	0.00	\$0	\$0
\$4,094	\$3,000		VEHICLE MAINTENANCE	0.00	\$2,000	\$2,000
\$496	\$4,000		GENERAL MAINTENANCE	0.00	\$2,000	\$2,000
\$1,925	\$2,210		OFFICE SUPPLIES/EXPENSES	0.00	\$2,250	\$2,250
\$459	\$2,000		JANITORIAL SUPPLIES	0.00	\$2,200	\$2,200
\$1,324	\$5,500		COMMUNITY PROGRAMS	0.00	\$5,500	\$5,500
\$4,477	\$20,000		ADULT CARE SERVICES	0.00	\$15,000	\$15,000
\$1,230	\$2,500		FUEL	0.00	\$2,300	\$2,300
\$302	\$2,000		EQUIPMENT	0.00	\$2,000	\$2,000
\$14,306	\$41,210	52	EXPENSE SUBTOTAL	0.00	\$33,250	\$33,250
\$98,054	\$263,054		TOTAL SENIOR CENTER	4.50	\$263,924	\$263,924
VETERANS SERVICES						
\$30,000	\$30,000		VETERAN'S AGENT SERVICES	0.00	\$33,200	\$33,200
\$0	\$150		OFFICE SUPPLIES/EXPENSES	0.00	\$0	\$0
\$0	\$2,500		MEMORIAL DAY	0.00	\$0	\$0
\$0	\$550		VETERAN'S DAY	0.00	\$0	\$0
\$30,000	\$33,200	53	EXPENSE SUBTOTAL	0.00	\$33,200	\$33,200
\$35,314	\$50,000		ASSISTANCE	0.00	\$50,000	\$50,000
\$35,314	\$50,000	54	EXPENSE SUBTOTAL	0.00	\$50,000	\$50,000
\$65,314	\$83,200		TOTAL VETERAN'S SERVICES	0.00	\$83,200	\$83,200

EOY Expense FY2021	Approved Budget FY2022	Line Item No.	DEPARTMENTAL BUDGETS	FTE	Town Administrator Recommended FY2023	Finance Committee Recommended FY2023	
			LIBRARY (GENERAL FUND)				
\$86,324	\$86,135		DIRECTOR	1.00	\$80,000	\$80,000	*
\$65,230	\$65,143		ASSISTANT DIRECTOR	1.00	\$66,319	\$66,319	
\$26,089	\$25,403		SECRETARY/BOOKKEEPER (CBA)	0.54	\$25,354	\$25,354	
\$50,177	\$52,000		CHILDREN'S LIBRARIAN (CBA)	1.12	\$58,981	\$58,981	
\$46,425	\$50,489		CIRCULATION LIBRARIAN (CBA)	1.00	\$50,392	\$50,392	
\$54,065	\$54,972		REFERENCE LIBRARIAN (CBA)	1.17	\$63,406	\$63,406	
\$50,976	\$55,580		LIBRARY ASSISTANTS (CBA)	1.11	\$54,249	\$54,249	
\$46,388	\$55,000		ADULT ASSISTANTS - P/T (CBA)	1.91	\$59,519	\$59,519	
\$34,722	\$34,642		AV PROCESSORS (CBA)	1.00	\$34,574	\$34,574	
\$43,409	\$63,344		LIBRARIAN (CBA)	1.43	\$67,488	\$67,488	
\$3,425	\$4,125		OTHER COMPENSATION (CBA)	0.00	\$4,500	\$4,500	*
\$6,401	\$7,758		LONGEVITY (CBA)	0.00	\$5,213	\$5,213	
\$4,008	\$6,454		SICK INCENTIVE (CBA)	0.00	\$5,804	\$5,804	*
\$517,641	\$561,045	55	PERSONNEL SUBTOTAL	11.29	\$575,799	\$575,799	
			*Director currently vacant; Other Compensation is stipend for opening or closing the library; Sick incentive still in CBA				
\$1,830	\$2,500		BUILDING EXPENSES	0.00	\$2,500	\$2,500	
\$0	\$0		TRAVEL IN STATE	0.00	\$100	\$100	
\$170	\$12,400		PROGRAMMING	0.00	\$2,400	\$2,400	
\$0	\$1,000		TRAINING/TESTING	0.00	\$1,000	\$1,000	
\$74,901	\$75,000		OUTSIDE SERVICES	0.00	\$77,500	\$77,500	*
\$997	\$950		OFFICE SUPPLIES/EXPENSES	0.00	\$950	\$950	
\$3,622	\$0		COMMUNITY PROGRAMS	0.00	\$10,000	\$10,000	
\$110	\$902		TELEPHONES (MOST DEPTS.)	0.00	\$900	\$900	
\$81,630	\$92,752	56	EXPENSE SUBTOTAL	0.00	\$95,350	\$95,350	
			*Increase in Noble contract				
\$84,711	\$128,125		LIBRARY MATERIALS	0.00	\$128,750	\$128,750	
\$84,711	\$128,125	57	EXPENSE SUBTOTAL	0.00	\$128,750	\$128,750	
\$683,982	\$781,922		TOTAL LIBRARY	11.29	\$799,899	\$799,899	
\$847,350	\$1,128,176		HUMAN SERVICES TOTAL	15.79	\$1,147,023	\$1,147,023	
			PUBLIC SCHOOLS				
\$547,019	\$587,126	58	TOTAL REGIONAL VOC TECH	0.00	\$598,869	\$598,869	
\$28,632,254	\$29,376,863	59	TOTAL PUBLIC SCHOOLS	341.19	\$30,119,844	\$30,222,917	
\$0	\$1,567,938		<i>Nahant Tuition Revolving</i>	0.00	\$1,607,136	\$1,607,136	
\$0	\$150,000		<i>Special Education Tuition Revolving</i>	0.00	\$85,000	\$85,000	
\$28,632,254	\$31,094,801		TOTAL PUBLIC SCHOOLS (incl Revolving Funds)	341.19	\$31,811,980	\$31,915,053	
\$29,179,273	\$31,681,927		SWAMPSCOTT PUBLIC SCHOOLS TOTALS	341.19	\$32,410,849	\$32,513,922	
			DEBT SERVICE				
\$2,725,021	\$2,695,323		PRINCIPAL	0.00	\$4,075,140	\$4,075,140	*
\$788,212	\$775,000		INTEREST	0.00	\$2,772,216	\$2,772,216	*
\$1,079	\$10,000		BOND ISSUANCE COSTS	0.00	\$10,000	\$10,000	
\$3,514,313	\$3,480,323	60	EXPENSE SUBTOTAL	0.00	\$6,857,356	\$6,857,356	
\$3,514,313	\$3,480,323		TOTAL DEBT SERVICE	0.00	\$6,857,356	\$6,857,356	
			*Includes 03/2022 bonds & bans issue with new school				
\$3,514,313	\$3,480,323		DEBT SERVICE TOTAL	0.00	\$6,857,356	\$6,857,356	

EOY Expense FY2021	Approved Budget FY2022	Line Item No.	DEPARTMENTAL BUDGETS	FTE	Town Administrator Recommended FY2023	Finance Committee Recommended FY2023
			EMPLOYEE BENEFITS			
\$499,113	\$525,000		PAYROLL TAX	0.00	\$505,000	\$505,000
\$33,232	\$50,000		UNEMPLOYMENT	0.00	\$15,000	\$15,000 *
\$106,852	\$150,000		INJURY POLICE/FIRE	0.00	\$130,000	\$115,000
\$365,055	\$425,000		WORKERS COMP BENEFITS	0.00	\$400,000	\$290,000
\$5,949,459	\$6,226,911		EMPLOYEE GROUP/HEALTH	0.00	\$6,742,274	\$6,807,217 *
\$5,210,520	\$5,347,027		CONTRIB PENSION CONTRIB	0.00	\$5,603,587	\$5,603,587
\$13,599	\$13,600		NON-CONTRIB PENSION CONT	0.00	\$13,600	\$13,600
\$12,177,830	\$12,737,538	61	EXPENSE SUBTOTAL	0.00	\$13,409,461	\$13,349,404
\$12,177,830	\$12,737,538		TOTAL EMPLOYEE BENEFITS	0.00	\$13,409,461	\$13,349,404
			*Unemployment returned to pre-pandemic standard; Health Insurance with 5.75% estimated premium increase			
\$12,177,830	\$12,737,538		EMPLOYEE BENEFITS TOTAL	0.00	\$13,409,461	\$13,349,404
\$1,517,073	\$1,535,000		TRANSFER TO SOLID WASTE ENTERPRISE	0.00	\$1,350,000	\$0
\$1,517,073	\$1,535,000		EXPENSE SUBTOTAL	0.00	\$1,350,000	\$0
\$1,517,073	\$1,535,000		TOTAL TRANSFERS TO ENTERPRISE	0.00	\$1,350,000	\$0
			STATE CHARGES/ASSESSMENTS			
\$22,761	\$23,412		MOSQUITO CONTROL PROJECTS	0.00	\$24,115	\$24,120
\$5,563	\$5,734		AIR POLLUTION DISTRICTS	0.00	\$5,788	\$5,788
\$8,174	\$8,428		METRO. AREA PLANNING	0.00	\$8,440	\$8,440
\$14,460	\$14,460		RMV NON-RENEWAL SURCHARGE	0.00	\$11,700	\$11,700
\$341,060	\$346,473		MBTA	0.00	\$348,947	\$348,947
\$71,304	\$60,897		School Choice Assessment	0.00	\$96,751	\$96,751
\$822,109	\$1,096,388		Charter School Assessment	0.00	\$1,201,056	\$1,337,028
\$0	\$31,100		PUBLIC LIBRARY OFFSET	0.00	\$29,240	\$31,072
\$1,285,431	\$1,586,892		SUBTOTAL (NOT AN APPROPRIATION)	0.00	\$1,726,037	\$1,863,846
			*Governor's proposed budget, still waiting on House Ways and Means			
\$1,285,431	\$1,586,892		STATE CHARGES/ASSESSMENTS TOTAL	0.00	\$1,726,037	\$1,863,846
\$61,449,975	\$64,406,039	-	TOTAL GENERAL FUND APPROPRIATIONS	467.98	\$67,776,201	\$68,010,257

EOY Expense FY2021	Approved Budget FY2022	Line Item No.	DEPARTMENTAL BUDGETS	FTE	Town Administrator Recommended FY2023	Finance Committee Recommended FY2023
			ENTERPRISE FUNDS			
			SEWER ENTERPRISE FUND			
\$320,851	\$227,642		PERSONNEL (CBA)	4.00	\$232,759	\$232,759
\$406	\$31,998		DIRECTOR (CONTRACT)	0.25	\$33,290	\$33,290 *
\$679	\$53,532		CLERICAL (CBA)	1.00	\$53,367	\$53,367
\$4,344	\$12,500		OVERTIME (CBA)	0.00	\$10,500	\$10,500
\$20,849	\$23,500		STANDBY (CBA)	0.00	\$23,500	\$23,500
\$0	\$0		SEWER BLOCKS	0.00	\$0	\$0
\$947	\$2,100		POLICE DETAILS	0.00	\$3,000	\$3,000
\$0	\$1,250		OTHER COMPENSATION	0.00	\$0	\$0

EOY Expense FY2021	Approved Budget FY2022	Line Item No.	DEPARTMENTAL BUDGETS	FTE	Town Administrator Recommended FY2023	Finance Committee Recommended FY2023
\$1,439	\$2,763		LONGEVITY (CBA)	0.00	\$1,300	\$1,300
\$250	\$1,050		SICK INCENTIVE	0.00	\$0	\$0
\$373	\$29,420		ENGINEER	0.50	\$39,000	\$39,000
\$350,137	\$385,755	62	PERSONNEL SUBTOTAL	5.75	\$396,715	\$396,715
			*25% of Director's Salary; 50% of Assistant Engineer's Salary			
\$22,082	\$25,000		FUEL	0.00	\$30,000	\$30,000
\$18,470	\$25,000		EQUIPMENT/MAINTENANCE	0.00	\$25,000	\$25,000
\$0	\$25,000		CONSULTING SERVICES	0.00	\$0	\$0
\$149,079	\$210,000		LIFT STATION OPER/MAINT	0.00	\$210,000	\$210,000
\$6,396	\$6,000		SEWER BILLS	0.00	\$7,000	\$7,000
\$76,661	\$75,000		OPER EXP ELECTRIC	0.00	\$80,000	\$80,000
\$2,500	\$2,500		UNIFORMS	0.00	\$2,500	\$2,500
\$42,075	\$65,000		EXPENSES	0.00	\$65,000	\$65,000
\$0	\$50,000		PAVING	0.00	\$50,000	\$50,000
\$0	\$30,000		SEWER RESERVE FUND	0.00	\$30,000	\$30,000
\$0	\$0		PROCUREMENT SERVICES	0.00	\$0	\$0
\$907,657	\$1,250,000		LYNN SEWER ASSESSMENT	0.00	\$1,250,000	\$1,250,000
\$1,224,920	\$1,763,500	63	EXPENSE SUBTOTAL	0.00	\$1,749,500	\$1,749,500
			*Consulting Services was to support office during engineer vacancy			
\$456,648	\$456,648		INDIRECT TOWN SERVICES	0.00	\$466,013	\$466,013
\$243	\$1,000		ADMINISTRATION FEES/CHRG	0.00	\$1,000	\$1,000
\$118,370	\$146,166		PENSION CONTRIBUTION	0.00	\$148,078	\$148,078
\$314,805	\$315,040		PRINCIPAL ON BONDS	0.00	\$370,400	\$370,400
\$144,959	\$135,953		INTEREST ON BONDS	0.00	\$207,243	\$207,243
\$1,035,025	\$1,054,807	64	EXPENSE SUBTOTAL	0.00	\$1,192,734	\$1,192,734
\$2,610,083	\$3,204,062		TOTAL SEWER ENTERPRISE FUND	5.75	\$3,338,949	\$3,338,949
			WATER ENTERPRISE FUND			
\$352,455	\$214,287		PERSONNEL (CBA)	4.00	\$211,793	\$211,793
\$406	\$31,998		DIRECTOR (CONTRACT)	0.25	\$33,290	\$33,290
\$0	\$53,532		CLERICAL (CBA)	1.00	\$53,367	\$53,367
\$11,430	\$15,000		OVERTIME (CBA)	0.00	\$20,000	\$20,000
\$17,756	\$23,500		STANDBY (CBA)	0.00	\$23,500	\$23,500
\$0	\$5,775		FLUSHING HYDRANTS	0.00	\$5,775	\$5,775
\$3,196	\$4,000		POLICE DETAILS	0.00	\$4,000	\$4,000
\$0	\$0		WATER TOWER SURVEYOR	0.00	\$0	\$0
\$0	\$1,250		OTHER COMPENSATION	0.00	\$0	\$0
\$2,482	\$5,138		LONGEVITY (CBA)	0.00	\$3,850	\$3,850
\$150	\$1,050		SICK INCENTIVE	0.00	\$0	\$0
\$8,064	\$8,800		STIPEND (CBA- LICENSES)	0.00	\$15,600	\$15,600
\$373	\$29,420		ENGINEER	0.50	\$39,000	\$39,000
\$396,311	\$393,750	65	PERSONNEL SUBTOTAL	5.75	\$410,174	\$410,174
\$22,082	\$25,000		FUEL	0.00	\$30,000	\$30,000
\$15,862	\$25,000		EQUIPMENT/MAINTENANCE	0.00	\$25,000	\$25,000
\$6,149	\$6,000		WATER BILLS	0.00	\$7,000	\$7,000
\$2,463	\$2,500		UNIFORMS	0.00	\$2,500	\$2,500
\$95,920	\$100,000		EXPENSES	0.00	\$120,000	\$120,000
\$50,000	\$50,000		PAVING	0.00	\$50,000	\$50,000
\$0	\$25,000		WATER RESERVE FUND	0.00	\$25,000	\$25,000

EOY Expense FY2021	Approved Budget FY2022	Line Item No.	DEPARTMENTAL BUDGETS	FTE	Town Administrator Recommended FY2023	Finance Committee Recommended FY2023
\$2,347,547	\$2,584,313		MWRA WATER	0.00	\$2,842,744	\$2,842,744
\$2,540,024	\$2,817,813	66	EXPENSE SUBTOTAL	0.00	\$3,102,244	\$3,102,244
\$456,648	\$456,648		INDIRECT TOWN SERVICES	0.00	\$466,613	\$466,613
\$143,934	\$143,310		PENSION CONTRIBUTION	0.00	\$160,068	\$160,068
\$494,999	\$505,000		PRINCIPAL ON BONDS	0.00	\$515,000	\$515,000
\$0	\$0		INTEREST ON BONDS	0.00	\$6,844	\$6,844
\$1,095,581	\$1,104,958	67	EXPENSE SUBTOTAL	0.00	\$1,148,525	\$1,148,525
\$4,031,916	\$4,316,521	-	TOTAL WATER ENTERPRISE FUND	5.75	\$4,660,944	\$4,660,944
			PUBLIC, EDUC, GOVT (PEG) CABLE TV ACCESS ENTERPRISE FUND			
\$6,251	\$20,040		ASSISTANT PRODUCER	1.00	\$39,050	\$39,050 *
\$29,406	\$26,520		PEG COORDINATOR STIPEND	0.00	\$27,050	\$27,050
\$4,881	\$29,980		VIDEO INTERNS	0.00	\$32,333	\$32,333
\$40,538	\$76,540	68	PERSONNEL SUBTOTAL	1.00	\$98,433	\$98,433
			*Assistant Producer made full time			
\$7,599	\$50,000		NEW EQUIPMENT	0.00	\$40,000	\$40,000
\$8,833	\$21,120		EQUIPMENT MAINTENANCE	0.00	\$16,500	\$16,500
\$3,701	\$11,350		DUES/SUBSCRIPTIONS	0.00	\$9,350	\$9,350
\$0	\$2,150		TRAINING	0.00	\$3,250	\$3,250
\$1,144	\$5,600		GENERAL SUPPLIES	0.00	\$5,550	\$5,550
\$174,949	\$165,756		SMALL CAPITAL & OTHER EXPENSES	0.00	\$135,214	\$135,214
\$0	\$12,750		INDIRECT TOWN SERVICES	0.00	\$12,750	\$12,750
\$196,226	\$268,726	69	EXPENSE SUBTOTAL	0.00	\$222,614	\$222,614
\$236,764	\$345,266	-	TOTAL PUBLIC, EDUC, GOVT (PEG) CABLE TV ACCESS	1.00	\$321,047	\$321,047
			SOLID WASTE ENTERPRISE FUND			
\$0	\$0		DPW OVERTIME (CBA)	0.00	\$8,640	\$8,640
\$0	\$0	70	PERSONNEL SUBTOTAL	0.00	\$8,640	\$8,640
\$0	\$0		SOLID WASTE & RECYCLING CONTRACT	0.00	\$1,464,000	\$1,464,000
\$0	\$0		YARD WASTE	0.00	\$12,000	\$12,000
\$0	\$0		WASTE ZERO	0.00	\$10,500	\$10,500
\$0	\$0		REPLACEMENT CARTS & PARTS	0.00	\$2,500	\$2,500
\$0	\$0		MATTRESS RECYCLING	0.00	\$500	\$500
\$0	\$0		COMPOSTING	0.00	\$4,032	\$4,032
\$0	\$0		SOLID WASTE ADVISORY EXPENSE	0.00	\$2,500	\$2,500
\$0	\$0		EXPENSES & MAILINGS	0.00	\$1,500	\$1,500
\$0	\$0		INDIRECT TOWN SERVICES	0.00	\$17,778	\$17,778
\$0	\$0	71	EXPENSE SUBTOTAL	0.00	\$1,515,310	\$1,515,310
\$0	\$0	-	TOTAL SOLID WASTE	0.00	\$1,523,950	\$1,523,950
\$6,878,762	\$7,865,849	-	ENTERPRISE FUNDS TOTALS	12.50	\$9,844,890	\$9,844,890
\$68,328,737	\$72,271,888	-	TOTAL APPROPRIATIONS - ALL FUNDS	480.48	\$77,621,091	\$77,855,147

ARTICLE # 4 *COLLECTIVE BARGAINING AGREEMENTS*

To see if the Town will vote to transfer a sum of money from Free Cash, or other identified funds, to fund the cost items contained in the Memoranda of Agreements amending the Collective Bargaining Agreements between the Town of Swampscott and Town Unions which were ratified by the Select Board or take any action relative thereto.

Sponsored by the Town Administrator

Comment: This Article will potentially fund provisions of Collective Bargaining Agreements that are under negotiation if negotiations are settled prior to town meeting, otherwise this article will be recommended for indefinite postponement.

The Select Board will report on this Article at Town Meeting.

The Finance Committee will report on this Article at Town Meeting.

ARTICLE # 5 *APPROVE TRANSFER OF WATER ENTERPRISE FUND RETAINED EARNINGS*

To see if the Town will vote to transfer from the Retained Earnings of the Water Enterprise Fund to the account of Current Revenue the sum of \$20,000 to be used and applied by the Select Board to mitigate increases in the water rate, or take any action relative thereto.

Sponsored by the Town Administrator

Comment: Surplus revenue is money not set aside for any special purpose. It results from the difference between estimates and actual receipts of water user fees and other revenues plus unexpended funds form the water department’s budget. This is normally surplus revenue available for Town Meeting to be used to reduce rates for the coming year.

The Select Board will report on this Article at Town Meeting.

The Finance Committee recommends favorable action on this Article at Town Meeting.

ARTICLE # 6 *APPROVE TRANSFER OF SEWER ENTERPRISE FUND RETAINED EARNINGS*

To see if the Town will vote to transfer from the Retained Earnings of the Sewer Enterprise Fund to the account of Current Revenue the sum of \$63,000 to be used and applied by the Select Board to mitigate increases in the sewer rate, or take any action relative thereto.

Sponsored by the Town Administrator

Comment: Surplus revenue is money not set aside for any special purpose. It results from the difference between estimates and actual receipts of sewer user fees and other revenues plus unexpended funds form the sewer department’s budget. This is normally surplus revenue available for Town Meeting to be used to reduce rates for the coming year.

The Select Board will report on this Article at Town Meeting.

The Finance Committee recommends favorable action on this Article at Town Meeting.

ARTICLE # 7 *APPROPRIATION FROM TRANSPORTATION INFRASTRUCTURE FUND*

To see if the Town will vote to appropriate the sum of \$4,509.00 received in the Transportation Infrastructure Fund, a receipt reserved for appropriation account, for expenses associated with the impact of transportation network services on municipal roads, bridges, and other transportation infrastructure, including any incidental or related costs, or take any action relative thereto.

Sponsored by the Town Administrator

Comment: This allows spending funds that are received from the Mass. Dept. of Public Utilities that are collected from ride-share services (Uber, Lyft). The number of rides from the previous calendar year that originated within each city or town are charged a per-ride assessment of \$0.20. Money is then distributed to cities and towns from the Commonwealth Transportation Infrastructure Fund, which is a special revenue fund earmarked for use by cities and towns “to address the impact of transportation network services on municipal roads, bridges and other transportation infrastructure or any other public purpose substantially related to the operation of transportation network services” in the Town.

The Select Board recommends favorable action on this Article at Town Meeting.

The Finance Committee recommends favorable action on this Article at Town Meeting.

ARTICLE # 8 *FOSTER CARE TRANSPORTATION REIMBURSEMENT*

To see if the Town will vote to authorize the Swampscott Public Schools to enter into contracts to seek federal reimbursement for foster care transportation activities being carried out by the Town, and to provide that payments for services under such contracts be made from the reimbursements or revenues recovered as a result of the services performed, without appropriation of such revenues, in accordance with the provisions of M.G.L. Ch. 44 § 0; or take any other action relative thereto.

Sponsored by School Committee.

Comment: Under the Every Student Succeeds Act (ESSA), children in foster care are required to remain in their School of Origin as long as it is deemed to be in the best interest of the child. The School of Origin is responsible for funding the cost of transporting the foster care child to and from school. The Executive Office of Health and Human Services (EOHHS), in a partnership with the Department of Children and Families (DCF) and the Department of Elementary and Secondary Education (DESE), has developed a methodology that could reimburse a share of these transportation costs through Title IV-E, a section of the Social Security Act administered by DCF that provides federal reimbursement to states for services provided to children in foster care and other child welfare services. This voluntary program allows Local Education Authorities (LEAs) such as the Swampscott Public Schools to report their eligible transportation expenditures for children in foster care to the state to be claimed for federal reimbursement. It is estimated that LEAs will receive about 20% of reported costs in reimbursement. Reimbursement for transportation expenditures covered by any other federal funding source is not allowable (e.g., special education, homeless, Title I, etc.), even if that transportation is for a child in foster care, in order to avoid potential duplication of claiming.

The Select Board recommends favorable action on this Article at Town Meeting.

The Finance Committee recommends favorable action on this Article at Town Meeting.

ARTICLE # 9 GENERAL BYLAWS – REVOLVING FUNDS

To see if the Town will vote to amend General Bylaws Article XXI, Section 2 to establish the annual spending limit for the Recreation Department Revolving Fund in accordance with G.L. Chapter 44, §53E ½, with such updated expenditure limit, to be applicable for each fiscal year until such time as Town Meeting votes, prior to July 1 in any year, to increase the same for the ensuing fiscal year; provided, however, that at the request of the entity authorized to expend such funds, the Select Board, with the approval of the Finance Committee, may increase such limit, for that fiscal year only, all as set forth below:

PROGRAM OR PURPOSE	FISCAL YEAR SPENDING LIMIT
Recreation*	\$300,000 (*was \$275,000)

, or take any action relative thereto.

Sponsored by Town Administrator

Comment: The intent of this article is to vote the new spending limit for the Town’s Recreation Department revolving fund.

The Select Board recommends favorable action on this Article at Town Meeting.

The Finance Committee recommends favorable action on this Article at Town Meeting.

ARTICLE # 10 APPROPRIATION FOR CHAPTER 90 ROADWAY IMPROVEMENTS

To see if the Town will vote to accept and appropriate the sum of **\$300,000** or such other amount as is made available, to repair, construct or reconstruct streets, together with all necessary work incidental thereto, including engineering, in conjunction with the Commonwealth of Massachusetts, under General Laws Chapter 90 or otherwise; and to transfer for this purpose any unexpended balance of appropriations voted for this purpose at prior Town Meetings, or take any action relative thereto.

Sponsored by the Town Administrator

Comment: The purpose of this article is to appropriate monies approved by the Legislature for highway and traffic safety projects as approved by the Massachusetts Department of Transportation. Refer to Appendix A for the complete Capital Improvement Committee report and Project No. 6 for this matter.

The Select Board recommends favorable action on this Article at Town Meeting.

The Finance Committee recommends favorable action on this Article at Town Meeting.

ARTICLE # 11 APPROPRIATION FOR RECOMMENDED CAPITAL PROJECTS

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the necessary funds to pay costs of various capital projects, including, as applicable, equipping of capital items to be acquired, and all incidental and related costs for capital projects, all as described in the chart below (*Project Nos. refer to Appendix A*) (*CIC Changes highlighted in green*)

Proj. No.	DEPARTMENT	PROJECT TITLE	Administrator Recommended	CIC Recommended	Finance Committee Recommended	Funding Source
1	Community Development	Repave Clarke School Basketball Court	\$29,475	\$29,475	\$29,475	Borrowing – General Fund
2	DPW	Cemetery Surplus Fill Removal	\$500,000	\$250,000	\$250,000	Borrowing – 50% Water/50% Sewer
3	DPW	Equipment Replacement Plan	\$250,000	\$250,000	\$250,000	Borrowing – General Fund

4	DPW	Fisherman's Beach Floats	\$150,000	\$150,000	\$150,000	Borrowing – General Fund
5	DPW	Seawall Repairs	\$715,000	\$715,000	\$715,000	Borrowing – General Fund
6	DPW	Street Paving (Non Chp-90)	\$215,000	\$465,000	\$465,000	Borrowing – General Fund
7	DPW	Water Main Replacement	\$250,000	\$250,000	\$250,000	Borrowing – Water Fund (0% Int MWRA Loan)
11	Facilities	Cleaning Machines	\$25,000	\$25,000	\$25,000	Borrowing – General Fund
12	Facilities	District Network Upgrades	\$70,000	\$70,000	\$70,000	50% Borrowing – General Fund/50% E-Rate Grant Funding
16	Facilities	Fire Stations 3 rd Floor Stairway and Reno	\$50,000	\$50,000	\$50,000	Borrowing – General Fund
22	Facilities	Green Communities Projects	150,000	150,000	150,000	Green Communities Grant Funding
23	Facilities	High School Energy Efficiency Upgrades	\$50,000	\$50,000	\$50,000	Borrowing – General Fund
24	Facilities	High School Exterior Improvements	\$150,000	\$150,000	\$150,000	Borrowing – General Fund
26	Facilities	High School Media Center	\$50,000	\$50,000	\$50,000	Borrowing – General Fund
29	Facilities	High School Shop Improvements	\$30,000	\$30,000	\$30,000	Borrowing – General Fund
31	Facilities	Library Envelope	\$150,000	\$150,000	\$150,000	Borrowing – General Fund
32	Facilities	Middle School Building Envelope Improvements	\$90,000	\$90,000	\$90,000	Borrowing – General Fund
34	Facilities	Middle School Gym & Library Flooring Replacement	\$60,000	\$60,000	\$60,000	Borrowing – General Fund
35	Facilities	Middle School Hot Water, Refrigeration, and Facilities Build Out	\$110,000	\$110,000	\$110,000	Borrowing – General Fund
38	Facilities	Police Station Flooring System	\$30,000	\$30,000	\$30,000	Borrowing – General Fund
41	Facilities	Senior Center Commercial Kitchen Upgrade	\$100,000	\$100,000	\$100,000	Borrowing – General Fund
N/A	Facilities	Town Hall Basement Build-Out	\$50,000	\$0	\$0	Borrowing – General Fund
42	Facilities	Town Hall Exterior Restoration	\$30,000	\$30,000	\$30,000	Borrowing – General Fund
45	Facilities/Police/DPW	Building Camera Systems Upgrades	\$150,000	\$150,000	\$150,000	Borrowing – General Fund
46	Fire	Decommission Municipal Wire Alarm System & Replace with Modern Equipment	\$96,526	\$96,526	\$96,526	Borrowing – General Fund
47	Fire	Fire Station Sprinkler System	\$100,000	\$100,000	\$100,000	Borrowing – General Fund
50	Police	Cruiser & Cruiser Laptop Replacement Program	\$42,000	\$42,000	\$42,000	Borrowing – General Fund
52	Police	Pick-Up Truck	\$45,000	\$45,000	\$45,000	Borrowing – General Fund
53	Police	Police Radio Infrastructure	\$147,100	\$147,100	\$147,100	Borrowing – General Fund
54	Police	Taser Replacement	\$24,000	\$24,000	\$24,000	Borrowing – General Fund

N/A	Police	Work Space Redesign Project	\$15,000	\$0	\$0	Borrowing – General Fund
56	Recreation	Replace Sailboats	\$26,000	\$26,000	\$26,000	Borrowing – General Fund
59	Sewer	Sewer Rehab ABSB	\$248,000	\$248,000	\$248,000	Borrowing – Sewer Fund
60	Water	Calgon Station Demolition	\$185,000	\$185,000	\$185,000	Borrowing – Water Fund
<u>TOTAL Appropriations</u>			<u>\$4,383,101</u>	<u>\$4,318,101</u>	<u>\$4,318,101</u>	

<u>PROPOSED FUNDING</u>	Administrator Recommended	CIC Recommended	Finance Committee Recommended
GENERAL FUND BORROWING	\$3,015,101	\$3,200,101	\$3,200,101
WATER BORROWING	\$685,000	\$560,000	\$560,000
SEWER BORROWING	\$498,000	\$373,000	\$373,000
GRANT FUNDING (E-Rate)	\$35,000	\$35,000	\$35,000
GRANT FUNDING (GREEN COMMUNITIES)	\$150,000	\$150,000	\$150,000
<u>TOTAL FUNDING</u>	<u>\$4,383,101</u>	<u>\$4,318,101</u>	<u>\$4,318,101</u>

Each numbered item will be considered a separate appropriation; with the budgeted amount to be spent only for the stated purpose; or take any action relative thereto.

Sponsored by the Capital Improvement Committee

Comment: The above projects were recommended for funding in FY2023 by the Capital Improvement Committee (CIC). Refer to Appendix A for the complete CIC report.

This Article requires a 2/3 vote for borrowing.

The Select Board will report on this Article at Town Meeting.

The Finance Committee recommends favorable action on this Article at Town Meeting.

ARTICLE # 12 CITIZENS PETITION ARTICLE – REPAIR AND/OR REPLACE MIDDLE SCHOOL WINDOWS

To see if the Town will vote to appropriate seven hundred thousand dollars (\$700,000) for the repair and/or replacement, as reasonably determined, of windows at the Swampscott Middle School located at 207 Forest Avenue; and, to authorize the Treasurer, with the approval of the Select Board, to borrow said sum pursuant to M.G.L., ch.44, secs. 7 or 8, or any other enabling authority, and issue bonds or notes of the Town therefore, or transfer from available funds, or otherwise, and further, that any premium received by the Town upon the sale of any bonds or notes, may be applied to the payment of costs approved by this vote and in accordance with M.G.L., ch.44, sec.20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount, or take any action relative thereto.

Sponsored by Tasia Vasiliou, et al.

Comment: The purpose of this article is to appropriate funds to repair and/or replace windows at the Swampscott Middle School.

This Article requires a 2/3 vote for borrowing.

The Select Board will report on this Article at Town Meeting.

The Finance Committee recommends indefinite postponement of this Article at Town Meeting.

ARTICLE # 13 *CITIZENS PETITION ARTICLE – AMEND THE METHOD OF APPOINTMENT OF THE FINANCE COMMITTEE*

To see if the Town will vote to amend Section 2-7 of the Town of Swampscott Charter to read: **Section 2-7**, Finance Committee. The select board, by majority vote, and the moderator shall appoint, on an alternating schedule to commence with the select board, members of a finance committee consisting of 1 voter from each precinct and 3 additional voters at large; provided, however, that not more than 2 voters from any 1 precinct shall serve at the same time on the finance committee. All members shall serve for 3-year terms, but if a member resigns or otherwise becomes unable to serve, a new member shall be appointed as described above. Matters referred to this committee shall include all questions pertaining to the appropriation or expenditure of money, the creation of debt, the disposition of town property and all other questions affecting the town, for the purpose of making recommendations, but this shall not prohibit the appointment of special committees to investigate matters pertaining to the town or to execute work authorized by it. The finance committee may consult with all departments, officers, employees, agents, or committees of the town and all such departments, officers, employees, agents and committees shall furnish such information as they possess that may be required by the finance committee. The finance committee may also examine all books, vouchers, papers and other instruments in the custody or possession of any officer, employee, agent or committee or the town.

Sponsored by Debora Newman, et al.

Comment: The purpose of this amendment is to ensure a more diverse panel in the selection process of the finance committee, whose members are fundamental to the economic well-being of the town and its residents.

The Select Board will report on this Article at Town Meeting.

The Finance Committee recommends indefinite postponement of this Article at Town Meeting.

ARTICLE # 14 *ZONING BY-LAW AMENDMENT – TABLE OF PRINCIPAL USES, HUMPHREY STREET OVERLAY DISTRICT AND SPECIAL PERMIT CRITERIA AMENDMENTS*

To see if the Town will vote to amend the Town of Swampscott Zoning By-Law by making changes to the Table of Principal Uses, Section 2.2.3.0.E regarding Commercial Uses; Humphrey Street Overlay District, Section 4.7.3.0 regarding Permitted Uses and Review Process; and the Special Permit Criteria in Section 5.3.2.0 as provided in **Appendix B** below with deletions in strikethrough and additions underlined, or take any action relative thereto.

Sponsored by the Planning Board

Comment: This article proposes updates to the Table of Principal Uses Section 2.2.3.0, E. Commercial; the Table of Additional Uses Within the Humphrey Street Overlay District Section 4.7.3.1; and amendments to the Criteria for the granting of Use Special Permits Section 5.3.2.0. The purpose of the proposed amendments reflects the Town's goal to attract diverse and active retail and commercial uses within its Commercial Districts by eliminating by-right uses that were deemed detrimental to the Town's commercial and retail diversity, and instead allowing all uses by Special Permit. Proposed new Criteria for granting Use Special Permits will provide the Zoning Board of Appeals (Special Permit Granting Authority) with guidance when considering the granting of Use Special Permits.

In addition, a proposed change to the Table of Principal Uses Section 2.2.3.0, E. Commercial allows outdoor dining and seating by right in all Commercial Districts.

This Article requires a 2/3 vote per Mass. General Laws

The Planning Board will report on this Article at Town Meeting.

The Select Board will report on this Article at Town Meeting.

ARTICLE # 15 *CLIMATE CHANGE RESOLUTION*

To see if the Town will vote to authorize adopt the Climate Action Plan Resolution included in Appendix D, which was developed by the Swampscott Climate Action and Resilience Coalition, a citizen-led group of volunteers, that establishes goals to achieve Zero Carbon Energy, and further to authorize the Select Board to enter into any agreements upon such terms and conditions as the Board deems appropriate related to such resolution, including but not limited to any grant agreements with the Massachusetts Department of Energy Resources or any other funding agency, to achieve the resolution’s goals, or take any action relative thereto.

Comment: We are seeking Town Meetings support for creating a comprehensive climate plan as we seek to join other Massachusetts communities that are taking a leadership position on building a more sustainable future. This is a non-binding resolution that will help encourage the creation of a comprehensive Climate Action plan for adoption by Town Meeting next year.

The Select Board recommends favorable action on this Article at Town Meeting.

ARTICLE # 16 *INDIGENOUS PEOPLES’ DAY PROCLAMATION*

To see if the Town will vote to adopt the Official Indigenous Peoples’ Day Proclamation set forth in Appendix E, proclaiming that the second Monday in October shall be known as Indigenous Peoples’ Day in the Town of Swampscott, or take any action relative thereto.

Comment: Columbus Day is an annual Federal holiday that occurs on the second Monday in October each year. Since it is a Federal holiday, the Town does not have the ability to officially change the name of the holiday. However, there is no reason why the Town could not vote to adopt a different name locally that honors indigenous peoples as we seek to commemorate their histories and cultures.

The Select Board recommends favorable action on this Article at Town Meeting.

Hereof fail not and make return of this Warrant with your doings thereon at the time and place of said meeting. Given under our hand this 25th day of April, 2022.

SELECT BOARD:

Polly Titcomb.
J. Neal Puff
[Signature]
[Signature]
[Signature]

APPENDICES

APPENDIX A – ARTICLES 10 & 11 - CAPITAL IMPROVEMENT COMMITTEE REPORT

To the Finance Committee, Town Meeting members, and the residents of Swampscott:

Town staff have conducted a detailed review of capital projects to be undertaken in the near and long-term. Careful development of the town's capital plan continues to help stabilize the Town's tax rate and increase visibility of larger capital projects in the town's future.

1. OVERVIEW AND PURPOSE OF THE CIP

Swampscott Town Officials and staff, like our counterparts in other communities in Massachusetts, expend a great deal of effort each year establishing a municipal budget. This budget must realistically balance the ever-increasing needs and costs of delivering services to their constituents while at the same time staying within the financial constraints mandated by available tax revenues. In an acknowledgement of the precarious nature of the annual budgetary process, the Town Charter mandates the use of a Capital Improvements Program (CIP) to aid town officials in scheduling the investment of Town resources.

The Charter provides the legal guidance as to authorization, purpose, description, and preparation of the CIP. The CIP also serves to prepare a financial plan for capital projects included in the Master Plan. The primary goal of the CIP is to schedule and plan for pending capital expenditures, so that the peaks and valleys in the Town's annual tax levy are mitigated to the extent possible. In short, the largest of expenditures are anticipated and scheduled, while the smaller expenditures are worked into the plan in regular intervals to help stabilize the tax rate.

This document is structured to provide a multi-year recommended program of major capital projects and expenditures. The Swampscott CIP is a budgetary document that schedules all anticipated major capital Town expenditures for an extended period and includes a fiscal analysis that aids in prioritizing the expenditures. The program, when adopted and fully utilized, serves to ensure that the services and facilities necessary to meet the community's needs are provided in accordance with the financial capabilities of Swampscott.

2. ADVANTAGES OF A CIP

A Capital Improvements Program offers many advantages including the following:

1. Stabilizes year to year variations in capital outlays.
2. Pre-emptive acquisitions are made more feasible and defensible (e.g., land acquired for town uses such as water supply, public works, and recreation)
3. In conjunction with capital reserve funds, interest payments may be reduced or eliminated by leveraging cash on hand for purchases as opposed to issuing bonds.
4. Enables towns to establish growth control measures (in conjunction with the master plan).
5. Facilitates implementation of the master plan through scheduling of proposed projects over time. This type of programming can eliminate duplication and a random approach in making capital outlays.
6. Furnishes a total picture of the municipality's major needs, discourages piecemeal expenditures, and serves to coordinate the activities of various departments.
7. Establishes priorities for projects based on need and cost and permits anticipation of revenues and expenditures.
8. Serves as a public information tool by explaining to the public the Town's plans for major expenditures.

3. CIC COMMITTEE MEMBERSHIP

The Capital Improvements Committee (CIC) is comprised of five (5) members appointed by the Town Moderator.

4. DEFINITION OF A CAPITAL IMPROVEMENT

The Swampscott Town Charter establishes a threshold capital project value of \$20,000. For a project to be considered for inclusion in the CIP, the project must meet or exceed the threshold value, have a useful life of three (3) years or more, and not be considered an annual, on-going, operating expense. Projects that require bond financing are also included in the CIP.

Examples of such improvements include:

- Land acquisition for public purpose
- Vehicles
- Buildings
- Equipment and machinery
- Major building or facility renovations and repairs
- Road renovations resulting in long-term improvement in road capacity or conditions
- Special studies such as resource assessments or development of a Master Plan
- Certain technology purchases, upgrades and replacements that meet the requirements of the CIP.

5. PREPARATION, ADOPTION, AND REVIEW OF THE CIP

Each year at the request of the Town Administrator, town staff send the appropriate sections of the CIP document to all Town Department Heads and ask for updates, changes, and additions. Over the past several years, this process has commenced in early fall and concluded in spring. In future years, this process is planned to commence in early summer with a stated reply deadline from Department Heads, Board and Committees of late summer/early fall. Town Staff accumulates the returned information and incorporates it into the Master CIP document, highlighting those items that have changed from the previous year. Town Staff also update the Master CIP Text document and spreadsheet to indicate the new multi-year range.

At each CIC meeting, Town Department recommendations are reviewed and vetted by the committee for potential inclusion and/or update to the CIP. If there are any projects that the CIC would like more information about, they either request that Town staff obtain the information or ask that a Department Head come to an upcoming CIC meeting to explain the project(s).

Throughout the process, the CIC continues meeting to review all the proposed changes and/or additions to capital projects, the costs and benefits associated with each such project and to eventually finalize the numbers and descriptions associated with each project. Upon final review, the CIC seeks to balance or level-fund the requests over multi-year periods. Once this is accomplished, the Committee votes to adopt the recommended CIP and submits the CIP to the Finance Committee with recommendations to Town Meeting to make the necessary appropriations for the first year of the plan (e.g. – the next fiscal year).

6. 2023-2027 CIP PROJECTS

Attached is a table that contains a description of projects sorted by project start year and then by department. It is our hope that these documents will help facilitate the presentation of the 2023-2027 CIP to the Select Board and Finance Committee, as well as help all Town committees and boards better understand the nature of the proposed capital projects that the Town is facing, and how these projects impact the financial stability of the Town of Swampscott.

The Capital Improvement Committee recommends approval of all projects described in Article 12.

7. THE PLAN FOR FUTURE YEARS

Each year the committee looks to improve the town's capital review process. Recently, the Town worked with the Collins Center of the University of Massachusetts on improving the capital planning process. These improvements include moving up the timeline for reviewing capital projects from late in the Fall to earlier in the year with an aim of developing a Capital Improvement Program by November 1st of each year. This process also includes a project scoring methodology developed by the Collins Center, and modified by Town staff, that will allow the CIP to be developed, and projects prioritized, with a more objective, predictable, and methodical process over time. In last year's CIP development process, we implemented a trial run of the scoring methodology from the Collins Center. The committee's intention for the 2024-2028 plan year is to work with town staff to refine the data requested for projects and the criteria used to score and evaluate projects to improve upon the plan development process.

A fundamental goal for the CIC is to build a planning process that will eliminate, to the extent feasible, being confronted with substantial capital expenses that require funding on an emergency basis. We believe that proper planning, combined with a comprehensive review of the town’s capital assets, will bring us closer to achieving that goal.

In closing, we want to thank town staff for all their assistance and efforts to forge a comprehensive update for the Town’s Capital Improvement Planning. This effort will continue to evolve, as there will always be room for improvement, but we are confident that a thoughtful and robust CIP will be one of the more important financial planning tools central to Swampscott’s long-term financial stability.

Respectfully,
Capital Improvement Committee
 Richard Raymond, Chair
 Kelley Begin
 David Brodsky
 Ryan Hale
 Jay Sullivan

TOWN OF SWAMPSCOTT

FY2023-2027 CAPITAL PLAN - LIST OF PROJECTS

Proj. No.	Department	Project	FY2023	FY2024	FY2025	FY2026	FY2027
1	Community Development	Repave Clarke School Basketball Court	\$29,475	\$0	\$0	\$0	\$0
2	DPW	Cemetery Surplus Fill Removal	\$250,000	\$250,000	\$0	\$0	\$0
3	DPW	Equipment Replacement Plan	\$250,000	\$247,000	\$72,500	\$346,500	\$0
4	DPW	Fisherman’s Beach Floats	\$150,000	\$0	\$0	\$0	\$0
5	DPW	Seawall Repairs	\$715,000	\$715,000	\$460,000	\$460,000	\$500,000
6	DPW	Street Paving	\$765,000	\$520,000	\$525,000	\$530,000	\$535,000
7	DPW	Water Main Replacement	\$250,000	\$0	\$0	\$0	\$0
8	Facilities	Clarke Building Exterior Improvements	\$0	\$0	\$0	\$1,500,000	\$0
9	Facilities	Clarke Building Interior Improvements	\$0	\$4,000,000	\$0	\$0	\$0
10	Facilities	Clarke Energy Efficiency Upgrades	\$0	\$900,000	\$0	\$0	\$0
11	Facilities	Cleaning Machines	\$25,000	\$0	\$0	\$0	\$0
12	Facilities	District Network Upgrades	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000
13	Facilities	District Pick-Up Truck w. Plow	\$0	\$75,000	\$0	\$0	\$0
14	Facilities	Field Covering System – Blocksidge Field	\$0	\$250,000	\$0	\$0	\$0
15	Facilities	Field House Improvements (ext/int)	\$0	\$0	\$150,000	\$150,000	\$0
16	Facilities	Fire Stations 3 rd Floor Stairway and Reno	\$50,000	\$50,000	\$0	\$0	\$0
Proj. No.	Department	Project	FY2023	FY2024	FY2025	FY2026	FY2027

17	Facilities	Fire Stations Exterior Improvements	\$0	\$0	\$200,000	\$0	\$0
18	Facilities	Fire Station HVAC Improvements	\$0	\$400,000	\$0	\$0	\$0
19	Facilities	Fish House Electrical and Fire Protection Improvements	\$0	\$300,000	\$0	\$0	\$0
20	Facilities	Fire Station Exterior Improvements	\$0	\$125,000	\$0	\$0	\$0
21	Facilities	Fish House Site Improvements	\$0	\$0	\$120,000	\$0	\$0
22	Facilities	Green Communities Projects	\$150,000	\$0	\$0	\$0	\$0
23	Facilities	High School Energy Efficiency Upgrades	\$50,000	\$0	\$0	\$0	\$0
24	Facilities	High School Exterior Improvements	\$150,000	\$0	\$0	\$0	\$0
25	Facilities	High School Lobby/Cafeteria Flooring	\$0	\$0	\$100,000	\$0	\$0
26	Facilities	High School Media Center	\$50,000	\$0	\$0	\$0	\$0
27	Facilities	High School Paving	\$0	\$0	\$0	\$500,000	\$0
28	Facilities	High School RTU/Controls Improvement	\$0	\$0	\$0	\$1,000,000	\$0
29	Facilities	High School Shop Improvements	\$30,000	\$30,000	\$0	\$0	\$0
30	Facilities	Library Controls and Electrical	\$0	\$100,000	\$0	\$0	\$0
31	Facilities	Library Envelope	\$150,000	\$0	\$0	\$0	\$0
32	Facilities	Middle School Building Envelope Improvements	\$90,000	\$0	\$0	\$0	\$0
33	Facilities	Middle School Flooring Replacement	\$0	\$200,000	\$0	\$0	\$0
34	Facilities	Middle School Gym & Library Flooring Replacement	\$60,000	\$80,000	\$0	\$0	\$0
35	Facilities	Middle School Hot Water, Refrigeration, and Facilities Build Out	\$110,000	\$0	\$0	\$0	\$0
36	Facilities	MS Major Renovation	\$0	\$0	\$0	\$60,000,000	\$50,000,000
37	Facilities	New Construction – DPW Yard	\$0	\$100,000	\$300,000	\$0	\$0
38	Facilities	Police Station Flooring System	\$30,000	\$0	\$0	\$0	\$0
39	Facilities	Police Station Solar Canopy	\$0	\$0	\$200,000	\$0	\$0
40	Facilities	Re-Roof Forest Ave. Field Complex	\$0	\$50,000	\$0	\$0	\$0
41	Facilities	Senior Center Commercial Kitchen Upgrade	\$100,000	\$0	\$0	\$0	\$0
42	Facilities	Town Hall Exterior Restoration	\$30,000	\$300,000	\$0	\$0	\$0
43	Facilities	Town Hall HVAC Upgrades	\$0	\$0	\$200,000	\$0	\$0
Proj. No.	Department	Project	FY2023	FY2024	FY2025	FY2026	FY2027

44	Facilities	Town Hall Interior Paint/Carpet Replacement/Wood Work	\$0	\$0	\$125,000	\$0	\$0
45	Facilities/Police/DPW	Building Camera Systems Upgrades	\$150,000	\$0	\$0	\$0	\$0
46	Fire	Decommission Municipal Wire Alarm System & Replace with Modern Equipment	\$96,526	\$36,000	\$0	\$0	\$0
47	Fire	Fire Station Sprinkler System	\$100,000	\$0	\$0	\$0	\$0
48	Fire	New Ladder Truck	\$0	\$1,650,000	\$0	\$0	\$0
49	PEG	Community Auditorium Audio/Video Upgrade	\$0	\$200,000	\$0	\$0	\$0
50	Police	Cruiser & Cruiser Laptop Replacement Program	\$42,000	\$42,000	\$44,000	\$44,000	\$46,000
51	Police	Firearms Upgrades	\$0	\$32,000	\$0	\$0	\$0
52	Police	Pick-Up Truck	\$45,000	\$0	\$0	\$0	\$0
53	Police	Police Radio Infrastructure	\$147,100	\$0	\$0	\$0	\$0
54	Police	Taser Replacement	\$24,000		\$28,000		\$28,000
55	Police	Update Telephone System	\$0	\$0	\$30,000	\$0	\$0
56	Recreation	Replace Sailboats	\$26,000	\$26,000	\$0	\$0	\$0
57	School	Clarke Playground Equipment Replacement	\$0	\$100,000	\$0	\$0	\$0
58	School	Replacement of School Van	\$0	\$80,000	\$0	\$0	\$0
59	Sewer	Sewer Rehab ABSB	\$248,000	\$0	\$0	\$0	\$0
60	Water	Calgon Station Demolition	\$185,000	\$0	\$0	\$0	\$0
61	Water	Water Meter Replacement	\$0	\$2,500,000	\$0	\$0	\$0
PROJECT TOTALS:			\$4,618,101	\$13,428,000	\$2,624,500	\$64,600,500	\$51,179,000

	FUNDING		FY2023	FY2024	FY2025	FY2026	FY2027
	NON-EXCLUDED BORROWING:	GENERAL FUND BORROWING	\$3,200,101	\$10,593,000	\$2,289,500	\$4,265,500	\$844,000
		WATER BORROWING	\$560,000	\$2,500,000	\$0	\$0	\$0
		SEWER BORROWING	\$373,000	\$0	\$0	\$0	
	DEBT EXCLUSIONS:	GENERAL FUND BORROWING	\$0	\$0	\$0	\$33,000,000	\$27,500,000
	GRANT FUNDING	E-RATE	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000
	GRANT FUNDING	GREEN COMMUNITIES	\$150,000	\$0	\$0	\$0	\$0
	GRANT FUNDING	CHAPTER 90 (estimate)	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
	MSBA FUNDING:		\$0	\$0	\$0	\$27,000,000	\$22,500,000
	TOTAL FUNDING:		\$4,618,101	\$13,428,000	\$2,624,500	\$64,600,500	\$51,179,000

APPENDIX B – ARTICLE # 14

**ZONING BY-LAW AMENDMENT – TABLE OF PRINCIPAL USES, HUMPHREY STREET OVERLAY DISTRICT-
TABLE OF ADDITIONAL USES WITHIN THE HSOC AND SPECIAL PERMIT CRITERIA AMENDMENTS**

(NOTE: LANGUAGE BEING DELETED IS IN STRIKE-THROUGH AND LANGUAGE BEING ADDED IS UNDERLINED)

2.2.3.0. *Table of Principal Uses.* See definitions in Article VI.

E.	<u>COMMERCIAL</u>										
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	<u>PRINCIPAL USE</u>	<u>A-1</u>	<u>A-2</u>	<u>A-3</u>	<u>A-4</u>	<u>B-1</u>	<u>B-2</u>	<u>B-3</u>	<u>B-4</u>	<u>I</u>	<u>Off-Street Parking Group (See Art. 3.1.2.0)</u>
22.	Business, medical or professional office <u>of any size on the ground floor of a building</u>	N	N	N	N	Y SP	Y SP	Y SP	Y SP	N	I
23.	Business, medical, or professional office <u>of any size on second floor or above</u>	N	N	N	N	Y	Y	Y	Y	Y	
23.	Business, medical or professional office small on the ground floor of a building	N	N	N	N	Y SP	Y SP	Y SP	Y SP	N	I
24.	Personal service establishment containing less than 2,000 s.f. of gross floor area <u>on the ground floor of a building</u>	N	N	N	N	Y SP	Y SP	Y SP	Y SP	N	G
25.	<u>Personal service establishment containing less than 2,000 s.f. of gross floor area on second floor or above</u>	N	N	N	N	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	
25. 26.	Personal service establishment containing 2,000 s.f. of gross floor area to 5,000 s.f. of gross floor area	N	N	N	N	SP	SP	Y	Y	N	G
26. 27.	Personal service establishment containing more than 5,000 s.f. of gross floor area	N	N	N	N	SP	SP	SP	SP	N	G

27. 28.	Animal grooming (no overnight boarding of animals)	N	N	N	N	SP	SP	SP	SP	SP	G
28. 29.	Bank or financial institution containing less than 2,000 s.f. of gross floor area <u>on the ground floor of a building</u>	N	N	N	N	Y	Y	Y	Y	N	G
30.	Bank or financial institution containing less than 2,000 s.f. of gross floor area on the second floor or above	N	N	N	N	Y	Y	Y	Y	Y	
29. 31.	Bank or financial institution containing 2,000 s.f. of gross floor area to 5,000 s.f. of gross floor area <u>on the ground floor of a building</u>	N	N	N	N	SP	SP	Y	Y	N	G
30. 32.	Bank containing more than 5,000 s.f. of gross floor area <u>on the ground floor of a building</u>	N	N	N	N	SP	SP	SP	SP	N	G
31. 33.	Automatic teller machine (freestanding)	N	N	N	N	SP	SP	SP	SP	N	K
32. 34.	Automatic teller machines (integrated/inline or attached to other structure)	N	N	N	N	Y	Y	Y	Y	N	K
33. 35.	Outdoor vending machines, kiosks and booths	N	N	N	N	SP	SP	SP	SP	N	SEE §3.1.2.4
34. 36.	Nursery / greenhouse	N	N	N	N	N	N	N	N	SP	SEE §3.1.2.4
35. 37.	Veterinary Establishment	N	N	N	N	SP	SP	SP	SP	N	H
36. 38.	Kennel	N	N	N	N	N	N	N	N	SP	SEE §3.1.2.4
37. 39.	Drive-Through in connection with any lawfully existing use (See §5.12.0.0.)	N	N	N	N	N	N	SP	SP	N	N/A
38. 40.	Any Permitted Use open before 7:00 a.m. or later than 10:00 p.m.	N	N	N	N	SP	SP	SP	SP	SP	N/A
39. 41.	Bar, Tavern or Lounge	N	N	N	N	SP	SP	SP	SP	N	E

	PRINCIPAL USE	A-1	A-2	A-3	A-4	B-1	B-2	B-3	B-4	I	Off-Street Parking Group (See Art. 3.1.2.0)
40. 42.	Any allowed use containing outdoor seating dining, outdoor seating, or display or storage	N	N	N	N	SP Y	SP Y	SP Y	SP Y	SP	N/A
41. 43.	Any allowed use containing outdoor storage	N	N	N	N	SP	SP	SP	SP	SP	N/A
41. 44.	Any allowed use involving the sale and/or consumption of alcohol	N	N	N	N	SP	SP	SP	SP	SP	N/A
42. 45.	Funeral home / mortuary	N	N	N	N	N	N	SP	SP	N	D
43. 46.	Motel, Hotel or Inn	N	N	N	N	SP	SP	SP	SP	N	C
44. 47.	Tattoo and Body Piercing Shop	N	N	N	N	N	N	SP	SP	N	G

4.7.3.1. Table of Additional Uses Within the HSOD

PRINCIPAL USE	A-4 DISTRICT	B-1 DISTRICT
Residential		
Multi-family of less than six units	HSSP	HS SI-P
Multi-family of six units or more	HSSP	HSSP
Mixed-Use Residential – up to ten units and 20,000 squarefeet (SF) of gross floor area (GFA) of non-residential	HS SI-P	HS SI-P
Institutional		
Theatre; museum; performing, cultural, or arts facility; hallfor public gathering	HSSP	HS SI-P
Commercial		
Retail containing less than 2,000 SF of GFA	HS SI-P	Y
Retail containing 2,000 to 5,000 SF of GFA	HSSP	HS SI-P
Bakery containing less than 2,000 SF of GFA	HS SI-P	Y
Bakery containing 2,000 to 5,000 SF of GFA	HSSP	HS SI-P
Restaurant of coffee shop containing less than 2,000 SF ofGFA	HSSP	Y

Restaurant or coffee shop containing 2,000 to 7,500 SF of GFA	N	Y
Restaurant or coffee shop containing more than 7,500 SF of GFA	N	HS SI-P
Restaurant abutting one or more residentially-zoned properties that are being used for residential purposes	HSSP	HSSP
Restaurant providing delivery service (using more than one delivery vehicle/shift)	N	HS SI-P
Catering establishment	N	HS SI-P
Personal service establishment containing 2,000 <u>up</u> to 5,000SF of GFA on the ground floor of a building	N	Y <u>HSSP</u>
Personal service establishment containing more than 5,000SF of GFA Personal service establishment containing up to 5,000 SF of GFA on the second floor or higher of a building	N	Y
Personal service establishment containing more than 5,000SF of GFA	N	HS SI-P
Bank or financial service containing 2,000 to 5,000 sf (with no drive-through) on the ground floor of a building	N	Y <u>HSSP</u>
Automatic Teller machine (freestanding)	HSSP	HS SI-P
Any allowed use containing outdoor seating, dining, or outdoor seating without alcohol, or outdoor display on the front sidewalk or storage	HSSP	Y
Any allowed use containing outdoor storage	HSSP	HS SI-P
Hotel, Inn (See §5.13.0.0.)	HSSP	HS SI-P
Motel (See §5.13.0.0.)	N	HSSP
Bed & Breakfast (See §5.13.0.0.)	HS SI-P	HS SI-P

5.3.2.0. Criteria.

Special permits shall be granted by the special permit granting authority, unless otherwise specified herein, only upon its written determination that the benefit to the town and the neighborhood outweigh the adverse effects of the proposed use, taking into account the characteristics of the site and of the proposal in relation to that site. In addition to any specific factors that may be set forth in this By-Law, the determination shall include consideration of each of the following:

- 5.3.2.1. Social, economic, or community needs which are served by the proposal;
- 5.3.2.2. Traffic flow and safety, including parking and loading;
- 5.3.2.3. Adequacy of utilities and other public services;
- 5.3.2.4. Neighborhood character and social structures;
- 5.3.2.5. Impacts on the natural environment; and
- 5.3.2.6. Potential fiscal impact, including impact on town services, tax base, and employment.

In addition, Use Special Permits for commercial establishments in the HSOD, B1, B2, B3 and B4 districts, with the exception of outdoor dining and outdoor seating without alcohol, shall be granted only under the following conditions: (i) that the proposed use adds to the retail diversity and interest of the surrounding area and (ii) that the proposed use does not create a multiple of more than three (3) of the same variety of any category of business within a ¼ mile radius area.

The provisions of this Section 5.3.2.0. shall not apply to requests for dimensional special permits pursuant to Section 2.3.6.0. of this By-Law and requests for special permits pursuant to Section 2.2.7.0. of this By-Law.

5.3.3.0. The burden of proof is on the party requesting a special permit to prove that its application meets the criteria to be eligible for a special permit.

APPENDIX C – ARTICLE # 15 - CLIMATE ACTION PLAN RESOLUTION

WHEREAS: Massachusetts communities are already feeling the impacts of a changing climate, with rising temperatures, increased flooding and more intense and frequent storms, and the Commonwealth's centralized energy system and transit infrastructure are becoming more vulnerable to climate-related risks; and

WHEREAS: The transition to a net-zero greenhouse gas economy brings many potential benefits, including improved health, reduced pollution, the creation of tens of thousands of clean energy and energy efficiency jobs, and the ability to retain more of our energy dollars in the local economy; and

WHEREAS: Massachusetts can generate 100% of its energy from renewable sources by harnessing the region's abundant solar, wind, water, and geothermal resources; and, by leveraging innovations in energy efficiency and storage, green transportation, and other technologies, which will enhance its resilience and energy security; and

WHEREAS: Sustainable land use practices and planning, such as organic lawn and field care, native and animal friendly planting, creating walkable and bikeable streets and neighborhoods, managing open spaces for invasive and introduced species, and actively minimizing the impact of non-native pets and feral animals on the landscape, will support native biodiversity in and around Swampscott and build a healthier community for both residents and other native biodiversity; and

WHEREAS: Massachusetts was one of the first states to adopt a carbon emissions reduction goal, as defined in the 2008 *Global Warming Solutions Act*, and the Baker-Polito Administration has demonstrated continued leadership to mitigate and adapt to climate change by mandating Net Zero statewide emissions by 2050 in the 2021 *Act Creating a Next Generation Roadmap for Massachusetts Climate Policy*; and

WHEREAS: Local climate leadership is essential, such that 299 cities and towns across the Commonwealth have committed to reducing municipal energy use and more than 30 communities, including, but not limited to, Acton, Arlington, Ashland, Bedford, Beverly, Boston, Brookline, Cambridge, Concord, Falmouth, Framingham, Lexington, Marblehead, Melrose, Medford, Newton, Quincy, and Salem, have adopted, or are in the process of adopting, comprehensive climate or greenhouse gas emissions reduction plans; and

WHEREAS: The Town of Swampscott has been taking action to reduce its carbon emissions, promote clean energy, and increase resiliency by participating in the Massachusetts Green Communities and Municipal Vulnerability Preparedness programs, establishing a community-wide greenhouse gas emissions baseline, installing solar arrays on municipal buildings, converting to LED streetlights, installing electric vehicle charging stations, adopting an electric first vehicle purchase policy, greening its electricity aggregation, promoting residential and commercial energy efficiency programs, reducing waste town-wide, and promoting and initiating increased sustainable land use and field maintenance practices, among other efforts; and

WHEREAS: The Swampscott community, including residents, businesses and nonprofits, have demonstrated their support for renewable energy and energy efficiency, as evidenced by the recent approval of the construction of a Net Zero ready elementary school, participation in the National Grid municipal partnership program in 2016, and participation in the Massachusetts Clean Energy Center's Solarize Mass and Solarize Mass Plus programs in 2014 and 2019; and

WHEREAS: The Swampscott 2025 Master Plan directs the town to establish municipal and non-municipal greenhouse gas emissions reductions goals, to align those goals with state, national or global benchmarks, and to develop an action plan and performance metrics to achieve those goals; and

WHEREAS: The Swampscott 2025 Master Plan also directs the town to improve the town's resiliency by addressing areas vulnerable to flooding, stormwater management, sewer and other infrastructure, and heat island effect.

RESOLVED: That Swampscott Town Meeting supports a goal of eliminating or offsetting by 2050 all greenhouse gas emissions in Swampscott that originate from heating and cooling, electricity consumption, Swampscott-based transportation sectors, and industrial processes. This effort will include households, businesses, the municipality, and utilities, and will involve efficiency

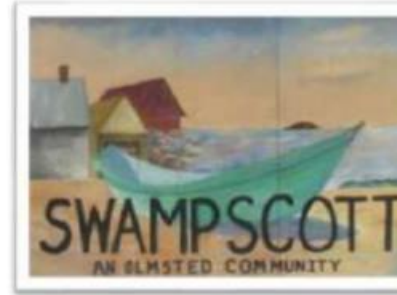
measures, demand management, investment in energy storage and low carbon transportation infrastructure, and the replacement of fossil fuels with renewable energy sources; and be it further

RESOLVED: That the Town of Swampscott will work to develop a comprehensive Climate Action Plan that outlines specific strategies to protect our community from the current and future impacts of climate change, sets measurable, attainable and realistic interim targets for achieving a 2050 net zero emissions goal, and will provide an annual progress report to Swampscott Town Meeting; and be it further

RESOLVED: That in developing and implementing the Climate Action Plan, the voices and interests of low, fixed income and/or vulnerable and historically marginalized members of the Swampscott community will be considered, to ensure the benefits and related costs of a transition to a clean energy economy and a more resilient town are shared equitably by the entire community; and be it further

RESOLVED: That Swampscott Town Meeting urges the Swampscott Legislative Delegation in the General Court and in the United States Congress to assist Swampscott and other cities and towns in achieving their greenhouse gas emissions reduction and climate resiliency and adaptation goals and to promote further local, state, and federal action to mitigate and adapt to climate change.

APPENDIX D – ARTICLE # 16 – INDIGENOUS PEOPLES’ DAY PROCLAMATION



Official Indigenous Peoples’ Day Proclamation

Whereas: Instead of commemorating conquest today, here in the Town of Swampscott we recognize our history and since time immemorial, peoples indigenous to the lands we now call Swampscott built communities, fostered cultures and stewarded the land sustainably.

Whereas: For the first time in our Town’s history, we recognize indigenous peoples in our Town and anywhere in the United States, as we pay respect to the cultures and populations that existed long before European contact with this land. So too, we celebrate the contributions of all indigenous peoples to the culture of diversity, innovation and resilience that has had an indelible impact on the Commonwealth of Massachusetts.

Whereas: The Town of Swampscott recognizes that the Indigenous Peoples of the lands (later known as the Americas) have lived on these lands since time immemorial and we honor the fact that the Swampscott has been built upon the traditional and ancestral homelands of Native Americans, referred to as Naumkeags, and called Swampscott the "land of the red rock".

Whereas: Indigenous Peoples’ Day was first proposed in 1977 by a delegation of Native Nations to the United Nations sponsored International Conference on Discrimination Against Indigenous populations in the Americas.

Whereas: Town of Swampscott is committed to protecting and advocating for justice, human rights, and the dignity of all people who live, work and visit in our community, and to supporting the principles contained in the United Nations Declaration on the Rights of Indigenous Peoples (the “Declaration”) endorsed by the United States on December 16, 2010.

Whereas: The Declaration of Human Right’s recognizes the right of Indigenous Peoples “to the dignity and diversity of their cultures, traditions, histories and aspirations which shall be appropriately reflected in education and public information,” and places an obligation to “take effective measures, in

consultation and cooperation with the Indigenous Peoples concerned, to combat prejudice and eliminate discrimination and to promote tolerance, understanding and good relations among Indigenous Peoples and all other segments of society”.

Now, Therefore, the Town of Swampscott hereby establishes the second Monday in October as “Indigenous Peoples’ Day” as an opportunity for the community to reflect on the ongoing struggles of Indigenous People of this land, to celebrate the thriving cultures and values of the Indigenous Peoples of our region and the Commonwealth, and hereby proclaim October 11, 2021 as:

"Indigenous Peoples’ Day"

in the Town of Swampscott, Massachusetts and encourage all faith based and non-profit organizations, residents, businesses, and public institutions to acknowledge, honor, value and celebrate Indigenous Peoples’ historic and current contributions locally and beyond, while also recognizing the ongoing and interconnected struggles of all Indigenous communities locally and beyond.

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 6th day of October, 2021.



APPENDIX E – DEFINITION OF FINANCIAL TERMS COMMONLY USED AT TOWN MEETINGS

Appropriation – An authorization by the Town Meeting to make expenditures and incur liabilities for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

Assessed Valuation – A valuation set upon real estate or other property by the Assessors as a basis for levying taxes.

Available Funds – See free cash.

Bond – A written promise to pay a specified sum of money by a fixed date and carrying with it interest payments at a fixed rate, paid periodically. A **Note** is similar but issued for a shorter period.

Cherry Sheet – A State form which shows an estimate of all of the State and County charges and reimbursements to the Town.

Debt and Interest – The amount of money necessary annually to pay the interest and the principal on the Town's outstanding debt. Also known as "Debt Service."

Fiscal Year – The budget period used by the Town running from July 1 of one year to June 30 of the next year. At the end of this period, the Town closes its books in order to determine its financial condition and the results of its operation.

Free Cash – The amount of money left after all prior years' uncollected taxes have been deducted from surplus revenue. This amount may be used as available funds by vote of the Town Meeting.

Overlay – The amount, up to 5% of the tax levy, raised by the Assessors in excess of appropriations and other charges to cover abatements and exemptions.

Overlay Reserve – Unused amount of the overlay for previous years, which the Town may transfer to Surplus Revenue after all abatements for such fiscal year are settled.

Receipts – The cash, which is actually received by the Town.

Reserve Fund – A fund voted by the Annual Town Meeting and controlled by the Finance Committee for extraordinary and unforeseen expenditures incurred by Town departments during the year.

Stabilization Fund – Special Reserve Fund that can be used by a 2/3 vote of the Town Meeting.

Surplus Revenue – The amount by which cash, accounts receivable and other assets exceed the liabilities and reserves. Used in calculating free cash.

Transfer – The movement of funds from one account to another. Transfers between accounts (other than the Reserve Fund) can be made only by vote of the Town Meeting.

Unexpended Balance – That portion of an appropriation or account not yet expended. Any such balances left at the end of the fiscal year are generally used as Surplus Revenue in calculating Free Cash.

APPENDIX F – TABLE OF MOTIONS

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TABLE OF BASIC POINTS OF MOTION

Rank		Second Required	Debatable	Amendable	Vote Required	May Reconsider	May Interrupt
PRIVILEGED MOTIONS							
1	Dissolve or adjourn sine die	Yes	No	No	Maj.	No	No
2	Adjourn to fix time or recess	Yes	Yes	Yes	Maj.	No	No
3	Point of no quorum	No	No	No	None	No	No
4	Fix the time to (or at) which to adjourn	Yes	Yes	Yes	Maj.	Yes	No
5	Question of privilege	No	No	No	None	No	Yes
SUBSIDIARY MOTIONS							
6	Lay on the table	Yes	No	No	2/3	Yes	No
7	The previous question	Yes	No	No	2/3	No	No
8	Limit or extend debate	Yes	No	No	2/3	Yes	No
9	Postpone to a time certain	Yes	Yes	Yes	Maj.	Yes	No
10	Commit or refer	Yes	Yes	Yes	Maj.	Yes	No
11	Amend (or substitute)	Yes	Yes	Yes	Maj.	Yes	No
12	Postpone indefinitely	Yes	Yes	No	Maj.	Yes	No
INCIDENTAL MOTIONS							
*	Point of order	No	No	No	None	No	Yes
*	Appeal	Yes	Yes	No	Maj.	Yes	No
*	Division of a question	Yes	Yes	Yes	Maj.	No	No
*	Separate consideration	Yes	Yes	Yes	Maj.	No	No
*	Fix the method of voting	Yes	Yes	Yes	Maj.	Yes	No
*	Nominations to committees	No	No	No	Plur.	No	No
*	Withdraw or modify a motion	No	No	No	Maj.	No	No
*	Suspension of rules	Yes	No	No	2/3***	No	No
MAIN MOTIONS							
None	Main Motion	Yes	Yes	Yes	Var.	Yes	No
**	Reconsider or rescind	Yes	**	No	Maj.	No	No
None	Take from the table	Yes	No	No	Maj.	No	No
None	Advance an article	Yes	Yes	Yes	Maj.	Yes	No

* Same rank as motion out of which they arise.

** Same rank and debatable to same extent as motion being reconsidered.

*** Unanimous if rule protects minorities; out of order if rule protects absentees.

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**TOWN OF SWAMPSCOTT
MASSACHUSETTS
2022-2023**

<u>TOWN MODERATOR</u>	<u>TERM EXPIRES</u>
Michael McClung	2022

<u>SELECT BOARD</u>	<u>TERM EXPIRES</u>
Mary Polly Titcomb, Chair	2022
Neal Duffy, Vice Chair	2023
Peter Spellios	2024
David Grishman	2023
Donald Hause	2022

<u>FINANCE COMMITTEE</u>	<u>TERM EXPIRES</u>
Timothy Dorsey, Chair	2023
Mary Ellen Fletcher, Vice Chair	2022
Eric Hartmann	2023
Matthew Kirschner	2022
Joan Hilario	2024
Cinder McNerney	2023
Gail Rosenberg	2022
Naomi Dreeben	2024
Erik Schneider	2024
Suraj Krishnamurthi	2024

PROFESSIONAL STAFF

Sean Fitzgerald, Town Administrator
Gino Cresta, Assistant Town Administrator (Operations)
Amy Sarro, Director of Administration & Finance
Patrick Luddy, Treasurer/Collector