



**Town of Swampscott
Massachusetts**

Essex, ss.

SPECIAL TOWN MEETING WARRANT

MONDAY, NOVEMBER 13TH, 2017

7:00 P.M.

To either of the Constables of the Town of Swampscott

GREETINGS:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said Town that a Special Town Meeting will be held on **Monday, November 13, 2017**, beginning at 7:00 P.M. at Swampscott High School located at 200 Essex Street, Swampscott, Massachusetts.

NOTICE OF SPECIAL TOWN MEETING
MONDAY, NOVEMBER 13, 2017
7:00 P.M.

To the Town Meeting Members:

Notice is hereby given in accordance with Article II, Section 2, of the Bylaws of the Town of Swampscott that a Special Town Meeting will be held on Monday, November 13, 2017, beginning at 7:00 p.m. at Swampscott High School, 200 Essex Street, Swampscott, Massachusetts.

Moderator Michael McClung, will preside.

GENERAL GOVERNMENT MATTERS

ARTICLE 1. To hear and act upon the reports of Town officers and committees.

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

FINANCIAL ARTICLES

ARTICLE 2. To hear and act upon a special report from the Board of Selectmen concerning the financial position of the Town of Swampscott, including a discussion of FY2018 Real Estate Tax Rate setting and the FY2019 Budget Process.

ARTICLE 3. To see if the town will vote to transfer \$3,323.95 from available funds to pay unpaid bills from prior years' expenditures:

- \$360.00 to pay an invoice from American Alarm (0115502-52042 – Technology)
- \$392.50 to pay an invoice from KP Law (0115102-52000 – Legal)
- \$2,356.50 to pay an invoice from Owen G. Dunn Co. (0116103-52991 – Ballot Printing)
- \$114.09 to pay an invoice from Dr. Eric Woodward (0115802-57010 – Worker's Compensation)
- \$100.86 to pay an invoice from NEB Radiology (0115802-57010 – Worker's Compensation)

Or take any other action related thereto.
By request of the Board of Selectmen

(cont. – Next Page)

Selectmen Recommendation Approve: 4-0-1
FinCom Recommendation will be made on town meeting floor

Comments: *This Article allows the Town to pay for services it budgeted for and purchased in FY 17, but vendor invoices for these services were not processed until after the close of the fiscal year. Since budgeted dollars for these services were subsequently transferred to the Free Cash account. Passage of Article 2 allocates funds from Free Cash to pay these bills.*

Funding: *Free Cash.*

ARTICLE 4. To see if the town will vote to raise and appropriate and/or transfer from available funds for the purpose of making the following amendments to the town budget:

Employee Group/Health (01919402-57050):	-\$50,000
Property & Casualty (01919402-57060):	-\$25,000
TOTAL ADJUSTMENT TO FY18 BUDGET	-\$75,000

Or take any other action related thereto.

By request of the Board of Selectmen

Selectmen Recommendation Approve: 4-0-1
FinCom Recommendation will be made on town meeting floor

Comments: *This Article supports the Town’s goal to maintain an operating budget that is in line with expected levels of spending.*

ARTICLE 5. To see if the Town will vote to supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied, or take any action related thereto.

By request of the Board of Selectmen.

Selectmen Recommendation Approve: 4-0-1
FinCom Recommendation will be made on town meeting floor

Comments: *This reflects recent changes in the law that allow using premiums earned on the sale of bonds to be allocated toward the projects that are being funded, thereby reducing the amount needed to borrow. This is new statutory language that was recently changed in accordance with the Municipal Modernization Act.*

ARTICLE 6. To see if the Town will vote to raise and appropriate or transfer from any available source of funds an amount of money sufficient to fund the cost items contained in the first year of a collective bargaining agreement between the Town of Swampscott and the MASSACHUSETTS COALITION OF POLICE, LOCAL # 417 (Swampscott Police Officers), or take any action relative thereto.”

By request of the Board of Selectmen.

Selectmen Recommendation Approve: 4-0-1
FinCom Recommendation will be made on town meeting floor

Comments: *This article will allow the approval of a collective bargaining agreement in the event the Town and the Police Union reach an agreement prior to the date of town meeting*

ARTICLE 7. To see if the Town will vote to accept the provisions of General Laws Chapter 44, Section 53F ¾ in order to authorize the establishment of a PEG Access and Cable TV Related Fund in order to pay for the costs of operating local access cable TV and to: (i) support public, educational, or governmental access cable television services; (ii) monitor compliance of the cable operators with the franchise agreement; and (iii) prepare for renewal of the franchise license, or take any action relative thereto.

By request of the Board of Selectmen.

Selectmen Recommendation Approve: 4-0-1
FinCom Recommendation will be made on town meeting floor

Comments: *This article relates to recently amended state laws that govern the management of funds used to pay for local access cable TV stations. This change is required due to recent changes in state laws governing the administration of PEG Funds.*

BY-LAWS--OTHERS

ARTICLE 8. To see if the Town will vote to accept the provisions of G.L. c.90 §18B, allowing the Board of Selectmen to establish designated “safety zones” with a speed limit of 20 miles per hour on, at or near any way in the Town that is not a state highway, and, if a state highway, with the approval of the Department of Transportation, or take any other action related thereto.

By request of the Board of Selectmen

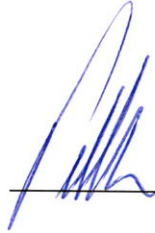
Selectmen Recommendation Approve: 4-0-1

Comment: *If the Town adopts G.L. c.90 Section 18B, it will allow the Board of Selectmen to determine “safety zones” that will limit the speed limit within that zone to 20mph. This adoption allows the Town to directly set special 20mph zones without state review and approval.*

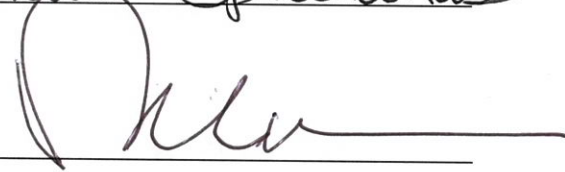
Hereof fail not and make return of this Warrant with your doings thereon at the time and place of said meeting.
Given under our hand this 25th day of October, 2017.

BOARD OF SELECTMEN:

Naomi Dreeben



Laura Spathamas



Role of the Finance Committee: The Finance Committee (FinCom) is a standing committee, appointed by the Town Moderator, consisting of qualified voters. The Finance Committee is specifically chartered with the following responsibilities:

- Prepare recommendations regarding all Articles in the warrant, especially those involving the appropriation of money.
- Consider all municipal questions affecting the revenue, indebtedness or expenditures of the funds of the Town, and for this purpose the committee shall have access to all books and records of the Town.
- Present the Annual Budget to the Town.
- Confer with and advise the Board of Selectmen whenever so requested.
- Authorize transfers from the Reserve Fund.
- Authorize year-end budget line item transfers.

In addition to these statutory responsibilities, the Finance Committee serves as your investigative agent to make sure that all proposed expenditures are thoroughly vetted before they come before the Town Meeting.

GLOSSARY OF MUNICIPAL FINANCE TERMS

1. **Article:** The topic to be considered and voted at Town Meeting.
2. **Assessment:** The Board of Assessors judgment of the value of a property.
3. **Bond:** A means to raise money through the issuance of debt. The Town (borrower) promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year.
4. **Capital Expenditure:** An expense for a tangible asset or project cost at least \$20,000 and has a useful life of at least 5 years.
5. **Chapter 70:** The Chapter of Massachusetts law that governs the funding of the ~~state~~ schools. The formula is designed to distribute state aid to help establish educational equity among municipal and regional school districts. It is also the name for the largest part of state funding to schools.
6. **Chapter 90:** The Chapter of Massachusetts law that governs the funding of roads and highway improvements. It is also the common name for the largest part of state funding to highways.
7. **Cherry Sheet:** An itemization of State aid to the Town, so called, as it used to be printed on red paper.
8. **Credit Rating:** The evaluation given by independent credit rating agencies indicating the Town's ability to pay its debts. A good credit rating typically allows the Town to borrow at a lower interest rate.
9. **Free Cash:** Funds remaining from the operations of a previous fiscal year (June 30) which may be appropriated after they have been certified by the Massachusetts Department of Revenue. These include unspent appropriations and revenue collected in excess of estimates.

10. **Levy:** The revenue the Town can raise through real and personal property tax and motor vehicle excise taxes.
11. **Levy Limit:** The maximum tax amount the Town can levy in a given year. The limit can grow 2 ½% of the prior year's levy limit plus new growth and any overrides.
12. **New growth:** The taxing capacity and thereby revenue added by new construction and other increases in the property tax base.
13. **Operating Expenses:** The budget for routine, recurring expenses of the fiscal year starting on July 1 through June 30. It includes all labor and expenses. Typical examples are Police and Fire Department salaries, the Town's assessment from the Regional School District, road repairs, snow removal and the solid waste pickup (trash) contract.
14. **Override:** Proposition 2 ½ allows a Town to increase the Town's taxes greater than 2½% by one of 3 methods, if approved by the voters:
 - a. Capital Outlay Expenditure Override— allows override of Prop 2 ½, only for a one-time purchase.
 - b. Debt Exclusion Override—allows over-ride of Prop 2 ½ only for the term of the debt repayment schedule.
 - c. General Override—increases the total tax beyond 2 ½% permanently.
15. **Pension Obligations:** Contributions to the Swampscott Retirement Board and to the Other Post-Employment Benefits (OPEB) for eligible Town employees to pay for negotiated benefits.
16. **Proposition 2 ½:** The state law that limits the amount of increase in total real estate taxes, which the Town may assess, to a maximum of 2 ½% per year on existing properties. It does not include taxes that may be levied on new construction or additions (so called new growth).
17. **Raise and Appropriate:** Town Meeting authorization to expend a certain amount of money for a specific purpose by raising that amount of taxes to pay for that expenditure.
18. **Sources of Revenue:** Local receipts collected by the Town such as boat and auto excise tax taxes, fines and interest, real estate property taxes, state aid and grants.
19. **Stabilization Account:** A general or special purpose savings account withdrawn from at Town Meetings with a 2/3 vote. Swampscott uses these accounts to save for major future expenditures