

Justin Paré, President
John Simmons, Vice President
John Costello
Daniel Donovan
Mark Gould, Jr.



Darius Gregory
Andrew Shanahan
Andrea Slobogan
Patricia St. Pierre

Town of North Attleborough

TOWN COUNCIL

43 South Washington Street, North Attleborough, MA 02760

Phone: (508) 699-0100

6/10/2024 - Minutes

I. Pledge Of Allegiance

PLEDGE OF ALLEGIANCE

Vice-President Simmons called the meeting to order at 7:01 P.M. and lead the Town Council and the audience in the pledge of allegiance.

Members Present:

Justin Pare' arrived at 7:45PM

John Simmons

Darius Gregory

John Costello

Dan Donovan

Pat St. Pierre

Mark Gould

Andrew Shanahan

Andrea Slobogan

Members Absent:

Staff Present:

Town Manager Michael Borg

Assistant Town Manager Antonio Morabito

Clerk of the Council Kerrin Billinghoff

Tax Collector/Treasurer Chris Sweet

Human Resources Director Cathy Calicchia

NAFD Chief Chris Coleman

NAFD Captain Brian Kelley

Residents:

Dick Kieltyka resident of North Attleborough

John Donohue of the Charter Review Committee

Invited Guests Present:

SBA Disaster Relief Representative Tauheedah Mateen

Documents Reviewed:

- Town Council Minutes of May 29, 2024
- Town Council Executive Session Minutes of May 29, 2024
- Town Council Executive Session Minutes of May 13, 2024
- **FY2025 FINAL BUDGET MEASURES**
 1. Measure 2024-090- FY25 General Fund Annual Appropriation. AMENDED
 2. Measure 2024-091- FY25 OPEB Funding
 3. Measure 2024-092- FY25 Quinquennial Evaluation
 4. Measure 2024-093- FY25 Ambulance Receipts Reserved for Appropriation Transfer
 5. Measure 2024-094- FY25 Solid Waste Enterprise Fund Annual Appropriation. AMENDED
 6. vii. Measure 2024-095- FY25 Sewer Enterprise Fund Annual Appropriation. AMENDED
 7. viii. Measure 2024-096- FY25 Water Enterprise Fund Annual Appropriation. AMENDED
 8. Measure 2024-097- FY25 Comcast PEG Access Enterprise Fund Annual Appropriation
 9. Measure 2024-098- FY25 Verizon PEG Access Enterprise Fund Annual Appropriation
 10. Measure 2024-99- FY25 General Fund Capital Improvement Plan for Borrowing. AMENDED
 11. Measure 2024-100- FY25 General Fund Capital Improvement Plan FY24 Free Cash. AMENDED
 12. Measure 2024-101- FY25 Capital Improvement Plan Ambulance Receipt Reserve Account
 13. Measure 2024-102- FY25 Capital Improvement Plan Fire Alarm Revolving

Account

14Measure 2024-103 -FY25 Solid Waste Enterprise Fund Utilization of Retained Earnings for CIP. AMENDED

15Measure 2024-104- FY25 Water Enterprise Fund Capital Projects for Borrowing. AMENDED

16Measure 2024-105- FY25 Sewer Enterprise Fund Capital Projects for Borrowing. AMENDED

17Measure 2024-106-FY25 Revolving Account Annual Authorization. AMENDED

18Measure 2024-107- FY25 Additional Real Estate Property Tax Exemption of One Hundred Percent (100%)

19Measure 2024-108- FY25 Establish the Amount for Town Manager Line-Item Transfers

- Measure 2024-122- Authorization to repurpose funds in the amount of \$30,000 for the Department of Public Works Electronic Document Filing Project. AMENDED

- Measure 2024-119-Contract Approval - Appointment of Town Auditor - CLA (CliftonLarsonAllen LLP) for Fiscal Year 2025
- Measure 2024-121- Creation of a Town Audit Sub- Committee
- Measure 2024-123- Funding for Snow & Ice Deficit (\$29,977.50)
- Measure 2024-125- End of Year Transfers (Municipal Relief Transfers)
- Measure 2024-124- NAPD
- FY25 Budget Summary- Vice-President John Simmons

President's Report of individual Town Council Member Feedback

II. Approval Of Minutes

- a. Approval of Town Council Minutes of May 29, 2024

Approval of Town Council Meeting Minutes of May 29, 2024

Councilor Slobogan made a motion to approve the Finance Sub-Committee Minutes of May 29, 2024.

Councilor Donovan seconded the motion.

Motion carried 7-0-1.

- b. Approval of Town Council Executive Session Minutes of May 29, 2024

Approval of Town Council Executive Session Minutes of May 29, 2024

Councilor Slobogan made a motion to approve the Executive Session Minutes of May 29, 2024.

Councilor Donovan seconded the motion.

Motion carried 7-0-1.

- c. Approval of Town Council Executive Session Minutes of May 13, 2024

Approval of Town Council Executive Session Meeting Minutes of May 13, 2024

Councilor Slobogan made a motion to approve the Executive Session Meeting Minutes of May 13, 2024.

Councilor Donovan seconded the motion.

Motion carried 7-0-1.

III. Town Councilor Community Announcements

- a. Councilor Gould reported that the Town Pool opens on June 24, 2024, as well as the Summer Camps
- b. Councilor Donovan congratulated the 2024 NAHS Graduates!

IV. Town Manager's Report

Town Manager Michael Borg gave an overview of the Town Manager Report. Items he reviewed included:

- Emergency Management -Updates
- Communications-Updates
- Operations-Updates
- Budget-Updates
- Personnel-Updates

1. NAPD Chief Chris Coleman was in attendance to recognize NAFD Captain Brian Kelley and congratulate him on his graduation from the managing Fire Officer Program at the National Fire Academy in Emmitsburg, MD.

NAFD Captain Kelley and his family were in attendance to accept this honor.

The Town Council congratulated him on this great accomplishment.

2. Town Manager Borg recognized and thanked Human Resources Director Cathy Calicchia who will be retiring after 22 years of services to the Town.

Ms. Calicchia and her family were in attendance to receive this recognition.

V. Resident And Community Comment

1. Resident Dick Kieltyka was in attendance to address the Council. He requested that the Town Council reject the FY25 Final Budget.

2. SBA Representative Tauheedah Mateen was in attendance to update the Town Council and the residents of the Town on the Disaster Relief Program that is in place for small businesses, individuals, and homeowners of the Town. The deadline to apply is JULY 15, 2024. Please look for details on the Town's Website.

3. Resident John Donohue was in attendance to address the Council. He stated his strong support for the Town Manager and the Town Council and commended them on the excellent work that they have done for the Town. Mr. Donohue stated that he was in support of the FY25 Budget and thanked Mr. Borg and the Town Council for all of their hard work and transparency.

VI. Confirmations

None at this time.

VII. Sub-Committee Reports

a. Finance

Vice-President Simmons gave a brief overview of the last few months of Finance Sub-Committee Meetings of the FY25 Budget and Budget Measures and highlighted some of the items discussed. (See attached)

i. FY2025 FINAL BUDGET MEASURES

1. Measure 2024-090- FY25 General Fund Annual Appropriation.AMENDED

Measure 2024-090- FY25 General Fund Annual Appropriation. AMENDED

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough raise and appropriate, including appropriations from available funds, the sum of \$109,204,912 to provide for all the expenses for the maintenance and operation of the Town's several departments and activities for the Fiscal Year 2025, and that the several sums herein set forth are hereby approved for the several purposes and are subject to the conditions specified. The sources of funding and allocation of said expenditures are as outlined in the Revenue Projections, Expense Projections and proposed FY2025 Operating Budget, which are attached hereto and incorporated herein."

Councilor Slobogan made a motion to approve Measure 2024-090- FY25 General Fund Annual Appropriation AMENDED.

Councilor Donovan seconded the motion.

Motion carried 8-0.

2. Measure 2024-091- FY25 OPEB Funding

Measure 2024-091- FY25 OPEB Funding

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough authorizes the transfer of the following amounts from the FY2025 General Fund appropriation and FY2024 Retained Earnings of the various Enterprise accounts to the Other Post Employment Benefits (OPEB) Trust Fund to cover the cost of the FY2025 schedule to fund the Town's OPEB liability obligation."

\$400,000	from the General Fund to be funded by taxation
\$167,884	from the Water Enterprise Fund Retained Earnings
\$185,705	from the Sewer Enterprise Fund Retained Earnings
\$52,121	from the Solid Waste Enterprise Fund Retained Earnings

Councilor Slobogan made a motion to approve Measure 2024-091- FY25 OPEB Funding.

Councilor Donovan seconded the motion.

Motion carried 8-0.

3. Measure 2024-092- FY25 Quinquennial Evaluation

Measure 2024-092- FY25 Quinquennial Evaluation

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough authorizes the transfer of \$60,000.00 from the Fiscal Year 2025 General Fund Fiscal appropriation to fund the costs associated with the Town's Quinquennial evaluations."

Councilor Slobogan made a motion to approve Measure 2024-092- FY25 Quinquennial Evaluation

Councilor Donovan seconded the motion.

Motion carried 8-0.

4. Measure 2024-093- FY25 Ambulance Receipts Reserved for Appropriation Transfer

Measure 2024-093- FY25 Ambulance Receipts Reserved for Appropriation Transfer

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough authorizes the transfer of \$2,095,260 from the Ambulance Receipts Reserve Account to the General Fund to fund the FY25 Ambulance Budget."

Councilor Slobogan made a motion to approve Measure 2024-093- FY25 Ambulance Receipts Reserved for Appropriation Transfer

Councilor Donovan seconded the motion.

Motion carried 8-0.

5. Measure 2024-094- FY25 Solid Waste Enterprise Fund Annual Appropriation.
AMENDED

Measure 2024-094- FY25 Solid Waste Enterprise Fund Annual Appropriation.
AMENDED

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough raise and appropriate the sum of \$3,911,548 to fund salaries, operation, debt and expenses of the Solid Waste Department, and to meet said appropriation raise the sum of \$3,811,548 through solid waste rates and other sources, and transfer the sum of \$100,000 from the Solid Waste Enterprise Fund Retained Earnings, and that the Director of Solid Waste, with the approval of the Town Manager, be authorized to expend said funds.

In addition, any expenditure from the Solid Waste Reserve Fund for extraordinary and unforeseen circumstances is subject to the approval of the Town Manager

and the Town Council."

Councilor Slobogan made a motion to approve Measure 2024-093- FY25 Ambulance Receipts Reserved for Appropriation Transfer

Councilor Donovan seconded the motion.

Motion carried 8-0.

6. Measure 2024-095-FY25 Sewer Enterprise Fund Annual Appropriation. AMENDED

Measure 2024-095-FY25 Sewer Enterprise Fund Annual Appropriation. AMENDED

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough raise and appropriate the sum of \$6,612,438 to fund salaries, operation, debt and expenses of the Sewer Department, and to meet said appropriation raise the sum of \$6,512,438 through sewer rates and other sources, and transfer the sum of \$100,000 from Sewer Enterprise Retained Earnings, and that the Director of Public Works, with the approval of the Town Manager, be authorized to expend said funds.

In addition, any expenditure from the Sewer Enterprise Reserve Fund for extraordinary and unforeseen circumstances is subject to the approval of the Town Manager and the Town Council."

Councilor Slobogan made a motion to approve Measure 2024-095-FY25 Sewer Enterprise Fund Annual Appropriation. AMENDED

Councilor Donovan seconded the motion.

Motion carried 8-0.

7. Measure 2024-096- FY25 Water Enterprise Fund Annual Appropriation. AMENDED

Measure 2024-096- FY25 Water Enterprise Fund Annual Appropriation. AMENDED

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough raise and appropriate the sum of \$5,735,129 to fund salaries, operations, debt and expenses of the Water Department, and to meet said appropriation raise the sum of \$5,635,129 through water rates and other sources, and transfer the sum of \$100,000 from Water Enterprise Retained Earnings, and that the Director of Public Works, with the approval of the Town Manager, be authorized to expend said funds.

In addition, any expenditure from the Water Enterprise Reserve Fund for extraordinary and unforeseen circumstances is subject to the approval of the Town Manager and the Town Council."

Councilor Slobogan made a motion to approve Measure 2024-096- FY25 Water Enterprise Fund Annual Appropriation. AMENDED

Councilor Donovan seconded the motion.

Motion carried 8-0.

8. Measure 2024-097- FY25 Comcast PEG Access Enterprise Fund Annual Appropriation

Measure 2024-097- FY25 Comcast PEG Access Enterprise Fund Annual Appropriation

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough raise and appropriate the sum of \$315,000 from the Comcast PEG Access Franchise Fees & other Cable related receipts for fiscal year 2025 and appropriate said sum for cable-related salaries, operations and expenses for North TV.

In addition, any expenditure from the Comcast PEG Access Retained Earnings Fund for capital improvements is subject to the approval of the Town Manager and the Town Council."

Councilor Slobogan made a motion to approve Measure 2024-097- FY25 Comcast PEG Access Enterprise Fund Annual Appropriation

Councilor Donovan seconded the motion.

Motion carried 8-0.

9. Measure 2024-098- FY25 Verizon PEG Access Enterprise Fund Annual Appropriation

Measure 2024-098- FY25 Verizon PEG Access Enterprise Fund Annual Appropriation

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough raise and appropriate the sum of \$201,000 from the Verizon PEG Access Franchise Fees & other cable related receipts for fiscal year 2025 and appropriate said sum for cable-related salaries, operations and expenses for North TV.

In addition, any expenditure from the Verizon PEG Access Retained Earnings Fund for capital improvements is subject to the approval of the Town Manager and the Town Council."

Councilor Slobogan made a motion to approve Measure 2024-098- FY25 Verizon PEG Access Enterprise Fund Annual Appropriation

Councilor Donovan seconded the motion.

Motion carried 8-0.

10. Measure 2024-099-FY25 General Fund Capital Improvement Plan for Borrowing.AMENDED

Measure 2024-99-FY25 General Fund Capital Improvement Plan for Borrowing. AMENDED

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town appropriate the amount of Two Million Nine Hundred Fifty Thousand Dollars (\$2,950,000) for the purpose of paying the costs of the following Fiscal Year 2025 Capital Improvement Plan General Municipal Government Projects in the corresponding amounts specified:

Department	Project
	Cost
DPW- Highway	Construction, reconstruction, repair,
\$700,000	rehabilitation, replacement, maintenance
	and improvement of roads, bridges, sidewalk
	and lots
DPW- Highway	Dredging, improvements, restoration and
\$1,500,000	remediation of the Ten Mile River
Schools	Replacement, repair, installation and upgrade
\$750,000	of the HVAC/Boiler located at the Falls
	Elementary School
	TOTAL:
	\$2,950,000

and for the payment of all other costs incidental and related thereto, and that to meet this appropriation the Treasurer, with the approval of the Town Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7, or pursuant to any other enabling authority, and to issue bonds and notes therefore; and that the Town Manager is authorized to expend all funds available for the project and to take any other action necessary to carry out the projects."

Councilor Slobogan made a motion to approve Measure 2024-99-FY25 General Fund Capital Improvement Plan for Borrowing. AMENDED and read the entire measure (described above) in its entirety into the record.

Councilor Donovan seconded the motion.

Motion carried 8-0.

11. Measure 2024-100-FY25 General Fund Capital Improvement Plan Utilization of FY24 Free Cash. AMENDED

Measure 2024-100-FY25 General Fund Capital Improvement Plan FY24 Free Cash. AMENDED

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough appropriate the sum of \$ 755,000 for the purpose of completing the Capital Improvement Projects listed on the Summary of Capital Improvement Projects with FY2024 Free Cash as indicated below:

Department	Project Cost	
NAPD	Police Department Cruiser Replacement	\$80,000
Park & Rec.	Pickup Truck Replacement w/ Ancillary Equip. & longevity package	\$90,000
Schools	District Exterior Door Upgrades	\$400,000
Schools	Amvet/Roosevelt Schools Electrical Service Upgrade	\$185,000
		Total:
		\$755,000

Capital Improvement Projects were removed from this list, as we were able to find on hand resources to fund.

Councilor Slobogan made a motion to approve Measure 2024-100-FY25 General Fund Capital Improvement Plan FY24 Free Cash. AMENDED.

Councilor Donovan seconded the motion.

Motion carried 8-0.

12. Measure 2024-101 Capital Improvement Projects Ambulance Reserve Account

Measure 2024-101-FY25 Capital Improvement Plan Ambulance Receipt Reserve Account

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough appropriate and transfer the sum of \$10,000 from the Ambulance Receipt Reserve Account to the Capital Project - Other (Fund # 3000) for the purchase of the items listed below: "

Department Cost	Project	
NAFD- EMS \$10,000	Stair Chair Replacement	
		Total:
\$10,000		

Councilor Slobogan made a motion to approve Measure 2024-101-FY25 Capital Improvement Plan Ambulance Receipt Reserve Account.

Councilor Costello seconded the motion.

Motion carried 8-0.

13. Measure 2024-102- FY25 Capital Improvement Projects Fire Alarm Revolving Account

Measure 2024-102- FY25 Capital Improvement Plan Fire Alarm Revolving Account

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough appropriate and transfer the sum of \$68,000 from the Fire Alarm Revolving Account to the Capital Project - Other (Fund # 3000) for the purchase of the items listed below: "

Department	Project	Cost
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NAFD Staff/Fire Prevention Car Replacement
\$68,000

w/ Ancillary Equipment & Longevity Pkg.

Total: \$68,000

Councilor Slobogan made a motion to approve Measure 2024-102- FY25 Capital Improvement Plan Fire Alarm Revolving Account.

Councilor Costello seconded the motion.

Motion carried 8-0.

14. Measure 2024-103 -FY25 Solid Waste Enterprise Fund Utilization of Retained Earnings for CIP.AMENDED

Measure 2024-103 -FY24 Solid Waste Enterprise Fund Utilization of Retained Earnings for CIP. AMENDED

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough appropriate the sum of \$85,000 from the Solid Waste Enterprise Fund FY24 Retained Earnings for the purpose of funding the costs associated with the purchase of various items outlined in the FY25 Capital Budget Proposal."

Description of the project is included in the attached FY2024 Capital Improvement Plan.

Department Cost	Project Title
DPW- Solid Waste \$40,000	Hooklift Recycling Containers
DPW-Solid Waste \$45,000	Swap Shop Facility
Total:	\$85,000

These items are to be procured with FY24 Retained Earnings- Balance upon approval of Town Council's vote.

Councilor Slobogan made a motion to approve Measure 2024-103 -FY25 Solid Waste Enterprise Fund Utilization of Retained Earnings for CIP. AMENDED.

Councilor Costello seconded the motion.

Motion carried 8-0.

15. Measure 2024-104- FY25 Water Enterprise Fund Capital Projects for Borrowing.AMENDED

Measure 2024-104- FY25 Water Enterprise Fund Capital Projects for Borrowing. AMENDED

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town appropriate the amount of Seven Hundred Twenty Five Thousand Dollars (\$725,000) for the purpose of paying the costs of the following Fiscal Year 2025 Capital Improvement Plan Water Projects in the corresponding amounts specified:

Department	Project Cost
DPW- Water	Design, removal, replacement and installation \$400,000
	of a gravel pack well system at Kelley Blvd.
DPW-Water	Acquisition of a new 10-wheeled dump truck for \$325,000
	the Water Department, including original equipment and appurtenances
Total:	\$725,000

and for the payment of all other costs incidental and related thereto, and that to meet this appropriation the Treasurer, with the approval of the Town Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §8, or pursuant to any other enabling authority, and to issue bonds and notes therefore; and that the Town Manager is authorized to expend all funds available for the project and to take any other action necessary to carry out the projects."

Councilor Slobogan made a motion to approve Measure 2024-104- FY25 Water Enterprise Fund Capital Projects for Borrowing. AMENDED and read the entire measure (described above) in its entirety into the record.

Councilor Donovan seconded the motion.

Motion carried 8-0-1.

16. Measure 2024-105- FY25 Sewer Enterprise Fund Capital Projects for Borrowing.AMENDED

Measure 2024-105- FY25 Sewer Enterprise Fund Capital Projects for Borrowing. AMENDED

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town appropriate the amount of Two Million Six Hundred Forty Five Thousand Dollars (\$2,645,000) for the purpose of paying the costs of the following Fiscal Year 2025, Capital Improvement Plan Sewer Projects in the corresponding amounts specified:

Department	Project Title Cost
DPW- Wastewater	Replacement, removal and installation \$200,000 of disk filters at the Wastewater Treatment Plant
DPW- Wastewater	Replacement, removal and installation of \$2,300,000 headworks grit elevator and screw at the Wastewater Treatment Facility
DPW- Wastewater	Replacement, removal and installation of \$145,000 aeration system diffusers at the Wastewater Treatment Facility
	Total: \$2,645,000

and for the payment of all other costs incidental and related thereto, and that to meet this appropriation the Treasurer, with the approval of the Town Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §§7 or 8, or pursuant to any other enabling authority, and to issue bonds and notes therefore; and that the Town Manager is authorized to expend all funds available for the project and to take any other action necessary to carry out the projects."

Councilor Slobogan made a motion to approve Measure 2024-105- FY25 Sewer Enterprise Fund Capital Projects for Borrowing. AMENDED and read the entire measure (described above) in its entirety into the record.

Councilor Donovan seconded the motion.

Motion carried 9-0.

17. Measure 2024-106-FY25 Revolving Account Annual Authorization.AMENDED

Measure 2024-106-FY25 Revolving Account Annual Authorization. AMENDED

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough re-authorizes the following revolving accounts for Fiscal Year 2025 in accordance with Massachusetts General Law, Chapter 44, Section 53E 1/2; furthermore, that each of these revolving accounts is permitted to accept funds in the aggregate to the limit set forth and expend those funds in the aggregate to the limit expressed in the exhibit that is attached hereto and incorporated herein, with the consent of the Town Manager."

26220172 Fire Alarm Fund - \$75,000.00

26640174 WWII Memorial Pool Fees Fund - \$50,000.00

26242136 Gas Inspections Fund - \$50,000.00

26243137 Plumbing Inspections Fund - \$60,000.00

26245139 Electrical Inspections Fund - \$120,000.00

26511175 Clinic Receipts Fund - \$20,000.00

26158058 Tax Title Collection Fund - \$20,000.00

26511181 Retail Tobacco Inspection and Compliance Fund - \$4,500.00

Councilor Slobogan made a motion to approve Measure 2024-106-FY25 Revolving Account Annual Authorization. AMENDED

Councilor Donovan seconded the motion.

Motion carried 9-0.

18. Measure 2024-107- FY25 Additional Real Estate Property Tax Exemption of One Hundred Percent (100%)

Measure 2024-107- FY25 Additional Real Estate Property Tax Exemption of One Hundred Percent (100%)

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough, through the Town Council, and with the approval of the Town Manager, move to accept the provisions of Massachusetts General Laws, Chapter 73, Section 4 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988, which allows an additional real estate exemption of one hundred percent (100%) of said exemption under Massachusetts General Laws, Chapter 59, Section 5, clauses 17D, 22, 22A, 22B, 22C, 22D, 22E, 37A, and 41C ."

Councilor Slobogan made a motion to approve Measure 2024-107- FY25 Additional Real Estate Property Tax Exemption of One Hundred Percent (100%)

Councilor Costello seconded the motion.

Motion carried 9-0.

19. Measure 2024-108- FY25 Establish the Amount for Town Manager Line-Item Transfers

Measure 2024-108- FY25 Establish the Amount for Town Manager Line-Item Transfers

Article VI, Section 6-6 (c) of the Town Charter allows the Town Manager to make line-item transfers within the budget during the fiscal year provided such transfers are of unencumbered funds and are reported to the Town Council within seven (7) days of said transfer. The maximum dollar limit of transfers must be set by the Town Council during each fiscal year. Additionally, the Town Council may establish rules regarding any appropriations transfers above and beyond the seven-day notification should the Council feel the need.

I respectfully request the Town Council vote "to approve, per Article VI, Section 6-6(c) of the Town Charter, a maximum limit for line-item transfers that the Town Manager may approve at \$20,000.00 for fiscal year 2025."

Councilor Slobogan made a motion to approve Measure 2024-108- FY25 Establish the Amount for Town Manager Line-Item Transfers

Councilor Donovan seconded the motion.

Motion carried 9-0.

- ii. Measure 2024-122- Authorization to repurpose funds in the amount of \$30,000 for the Department of Public Works Electronic Document Filing Project. AMENDED

Measure 2024-122- Authorization to repurpose funds in the amount of \$30,000 for the Department of Public Works Electronic Document Filing Project. AMENDED

In the original FY25 Capital Budget Proposal, \$30,000 was allocated to the Department of Public Works for the Electronic Document Filing Project. This project was initially planned to be funded by FY24 Free Cash. However, instead of using Free Cash, this project can be funded by repurposing remaining funds from the Server

Upgrade Project (account 30155165-585118) in the amount of \$20,254.64 and the Conservation Vehicle Replacement (account 30171362-585100) in the amount of \$9,745.36.

Approval of this measure will enable the project to commence immediately, rather than being tied to the FY25 Capital Program.

Vice-President Simmons reported that this measure was discussed at the June 6, 2024 Finance Sub-Committee Meeting and was voted unanimously 5-0 in favor of sending back to the Full Town Council with a favorable recommendation.

Vice-President Simmons made a motion to approve Measure 2024-122- Authorization to repurpose funds in the amount of \$30,000 for the Department of Public Works Electronic Document Filing Project. AMENDED.

Councilor Donovan seconded the motion.

Motion carried 9-0.

- iii. Measure 2024-119-Contract Approval - Appointment of Town Auditor - CLA (CliftonLarsonAllen LLP) for Fiscal Year 2025

Measure 2024-119-Contract Approval - Appointment of Town Auditor - CLA (CliftonLarsonAllen LLP) for Fiscal Year 2025

Pursuant to Sections 2-7 and 6-9 of the Town Charter, the Town Council is charged with appointing an independent auditor within 30 days of the beginning of the fiscal year, which begins on July 1 annually. The auditor provides services in the current fiscal year, looking back at the previous fiscal year's finances. This appointment marks year one of a five-year contract, with the initial year being Fiscal Year 2025 and four option years for Fiscal Years 2026, 2027, 2028, and 2029.

Therefore, it is my recommendation that the Town Council appoint CLA (CliftonLarsonAllen LLP) as the Town's Independent Auditor to audit the Town's finances for Fiscal Year 2024. The contract will run through June 30, 2025, with four remaining option years.

Vice-President Simmons reported that this measure was on the June 6, 2024 Agenda, but it was still in the draft form. This measure will be continued until the Final Draft can be reviewed and voted on. This measure was continued.

- b. Economic Growth & Sustainability

Nothing to report at this time.

- c. By-Law

Nothing to report at this time.

- d. Rules

Nothing to report at this time.

- e. School Committee Representative

Nothing to report at this time.

- f. Communication, Public Participation & Engagement

Nothing to report at this time.

- g. Local Emergency Planning

Nothing to report at this time.

- h. RFP Town Auditor Ad Hoc Committee

Nothing to report at this time.

VIII. Old Business

- a. Councilor Charter Feedback: President's Report and Council Discussion and Votes on any collective action

Councilor Charter Feedback: President's Report and Council Discussion and Votes on any collective action

President Pare' explained that this measure was brought up at the last Town Council Meeting and Councilor's were asked to send their ideas/proposals/thoughts to himself or the Clerk of the Council. President Pare' collected the information and put together a report of the collected feedback.

President Pare' reviewed the President's Report of individual Town Council Member Feedback:

Received 17 ideas from Councilors (13 MG, 4 DD)

1. I broke some proposals down into multiple items based on the specific charter section they impacted for simplicity / clarity / actionability
2. These ideas are from INDIVIDUAL COUNCILORS and do NOT necessarily represent the views of any other members of the North Attleboro Town Council

- Broken down by charter section (where applicable, as provided by the submitting councilor), summary, and the submitter's initials.
- Breakdown into 5 Categories
 1. Reform to the roles, and shift in responsibilities, of Council, Council President, and the Town Manager (7)
 2. Election Reform (5)
 3. Stipends (2)
 4. Changes to how Council President is selected (2)
 5. Budget Process (1)

There was discussion amongst the Councilors and questions were asked:

- Is there Charter Reform something we are interested in perusing at this time?
- Should this be dealt with after the Charter Review does their job and reviews the

Charter?

- Should we even be doing this at this time?
- Should we wait until Charter Review does this first and then we as a Council can weigh in?
- Most of the Councilors felt that they should wait for the Charter Review to review the Charter and make their recommendations first.
- Charters are NOT set in stone.
- The Charter Review Committee is the appropriate committee to review this.
- Charter Review Committee will begin their meetings, and Town Council Members are encouraged to attend.
- Some of the Councilors were in favor of three-year terms for Town Councilors.
- Some in favor of staggered terms.

Councilor Gould made a motion to send the two suggestions that were both submitted;
1. Annual elections in November instead of April, and
2. Council Choose its own president not highest vote getter both be forwarded to the Charter Review Committee for further review and consideration.

Motion did not receive a second.

Motion did not pass.

IX. New Business

- a. Measure 2024-121- Creation of a Town Audit Sub- Committee

Measure 2024-121- Creation of a Town Audit Sub- Committee

North Attleboro Bylaws - Chapter 5 Administration of Government, Article II Town Council Standing Committees add Section 5-7, Town Council Standing Audit Sub-Committee.

"The Town Council shall by bylaw provide for the establishment of standing committees, including but not limited to a finance or ways and means committee, a rules committee, and a municipal bylaw committee, by whatever names, all to be appointed by the Council President."

The attached by-law is an addition to Article II. It establishes the structure of the Town Council Standing Audit Sub-Committee.

Vice-President Simmons made a motion to refer Measure 2024-121- Creation of a Town Audit Sub-Committee to the Bylaw Sub-Committee.

Pat St. Pierre seconded the motion.

Motion carried 9-0.

- b. Measure 2024-123- Funding for Snow & Ice Deficit (\$29,977.50)

Measure 2024-123- Funding for Snow & Ice Deficit (\$29,977.50)

The Snow and Ice Budget is currently in deficit due to expenses incurred for snow removal, salting and sanding and the purchase of materials during the winter snow

season. The DPW Director provided spreadsheets itemizing the expenses by snow and ice event, which are attached to this measure. The spreadsheets indicate the current deficit within the budget and the total amount needed to fund the account.

Therefore, I respectfully request the Town Council vote "to approve the transfer of \$29,977.50 from Free Cash to the Snow and Ice Expense Line 014239."

Town Manager Borg explained this measure with the Committee and reviewed the FY24 Snow & Ice Budget Summary and the FY24 Snow & Ice Budget Breakdown. This measure is to pay off deficit spending for Snow & Ice.

Vice-President Simmons made a motion to refer Measure 2024-123- Funding for Snow & Ice Deficit (\$29,977.50) to the Finance Sub-Committee for further review and consideration.

Councilor Donovan seconded the motion.

Motion carried 9-0.

c. Measure 2024-125- End of Year Transfers (Municipal Relief Transfers)

Measure 2024-125- End of Year Transfers (Municipal Relief Transfers)

Purpose: The purpose of end-of-year budget transfers without additional appropriation is to ensure efficient financial management and effective utilization of available funds within the Town's operating budget. By making these transfers, we aim to reallocate resources from underspent areas to critical areas of need, maximize the utilization of existing budgetary allocations, and maintain a balanced and responsible fiscal approach.

Justification:

1. **Maximizing Resource Utilization:** End-of-year budget transfers allow for the optimization of available resources within the organization. Throughout the fiscal year, it is common for some budget categories to remain underutilized or underspent due to unforeseen circumstances, changes in priorities, or project delays. By transferring funds from these areas to departments or projects with higher demands or immediate needs, we can maximize resource utilization and ensure that the allocated funds are effectively utilized to achieve organizational objectives.

2. **Responsiveness to Changing Priorities:** Over the course of a fiscal year, priorities may shift due to emerging needs or evolving circumstances. End-of-year budget transfers provide the flexibility to reallocate funds to areas that require additional resources to address these changing priorities effectively. By making such transfers, we ensure that the organization remains responsive to emerging challenges and can allocate resources where they are most needed.

3. **Avoiding Budgetary Surpluses:** Carrying significant unspent balances into the next fiscal year surpluses. By making end-of-year budget transfers, we actively avoid accumulating surpluses, demonstrating responsible financial management, budgeting to requirement, and a commitment to utilizing funds efficiently and effectively.

4. **Strategic Investment and Risk Mitigation:** End-of-year budget transfers offer an opportunity to strategically invest in projects or initiatives that are deemed critical for the Town's long-term success but may have initially faced budgetary constraints. By

reallocating funds to these high-priority areas, we can mitigate risks, seize opportunities, and ensure that essential projects receive the necessary financial support for successful implementation.

5. **Maintaining Fiscal Responsibility:** Conducting end-of-year budget transfers without additional appropriation enables the organization to maintain fiscal responsibility. It ensures that any reallocations are made within the existing budgetary framework, without requiring additional funding from external sources. This approach promotes efficiency, accountability, and prudent financial management, aligning with best practices and demonstrating the Town's commitment to responsible stewardship of public funds.

6. **Achieving Performance Targets:** End-of-year budget transfers provide a mechanism for addressing budgetary shortfalls in departments or projects that are at risk of falling short of their performance targets. By reallocating funds from underutilized areas, we can bridge the financial gaps, enabling these departments or projects to meet their goals and deliver the expected outcomes. This promotes accountability, supports effective project management, and ensures that the Town's overall performance remains on track.

In conclusion, end-of-year budget transfers without additional appropriation serve the purpose of maximizing resource utilization, responsiveness to changing priorities, avoiding budgetary surpluses, strategic investment, maintaining fiscal responsibility, and achieving performance targets. By reallocating funds within the existing budget, we optimize resource allocation, respond to emerging needs, and ensure responsible financial management, ultimately supporting the organization's overall effectiveness and success.

Details of each transfer are attached to this measure as Appendix - A Transfer Details.

Therefore, in accordance with MGL Chapter 44 § 33B, I respectfully request that the Town Council vote to approve the transfer of \$ 479,666.19 from various department budgets and line items.

Town Manager Borg explained this measure to the Committee. End of Year Transfers are done at the end of every Fiscal Year. Only 7 of these transfers are over the \$20,000.00 (Town Manager can approve any transfer under \$20,000.00) and require approval from the Town Council, but all of the End of Year Transfers are listed here instead of an individual Memo from the Town Manager for each one.

Vice-President Simmons made a motion to refer Measure 2024-125- End of Year Transfers (Municipal Relief Transfers) to the Finance Sub-Committee Meeting for further review and consideration.

Councilor Donovan seconded the motion.

Motion carried 9-0.

X. Executive Session

- a. M.G.L. c.30A, Sec.21(a) To discuss the deployment of, or strategy regarding security personnel or devices, e.g., a sting operation.
 - i. Measure 2024-124- NAPD

XI. Adjournment

President Simmons stated that the Council would be moving into Executive Session pursuant to M.G.L. c.30A, Sec. 21(a)- To discuss the deployment of or strategy regarding security personnel or devices, e.g., a sting operation and would not be returning to regular session.

Vice-President Simmons made a motion to enter into Executive Session at 8:33PM with a Roll Call Vote.

Councilor Donovan seconded the motion.

Roll Call Vote:

President Pare' Yes

Vice-President Simmons Yes

Councilor Costello Yes

Councilor Gould Yes

Councilor Gregory Yes

Councilor Donovan Yes

Councilor St. Pierre Yes

Councilor Shanahan Yes

Motion carried 9-0.