

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



Kathleen Prescott
Patrick Reynolds
Andrew Shanahan
Andrea Slobogan

Town of North Attleborough
TOWN COUNCIL
43 South Washington Street, North Attleborough, MA 02760
Phone: (508) 699-0100

6/12/2023 - Minutes

I. Pledge Of Allegiance

PLEDGE OF ALLEGIANCE

President Paré called the meeting to order at 7:00 P.M. and lead the Council and the audience in the pledge of allegiance.

Members Present:

Justin Paré

John Simmons

Andy Shanahan

Daniel Donovan

Andrea Slobogan

Mark Gould

Members Absent:

Darius Gregory

Patrick Reynolds

Kathleen Prescott

Staff Present:

Town Manager Mike Borg

Assistant Town Manager Antonio Morabito

Clerk of the Council Kerrin Billinghoff

Town Accountant Linda Catanzariti

DPW Director Mark Hollowell

Solid Waste Manager Laura Munson

Tax Collector/Treasurer Chris Sweet

NAFD Brian Brousseau

Invited Guests:

Connor Tarr to be appointed as an Associate Member of Planning Board

Residents Present:

John Donohue, 34 Circle Court

Dick Keltika

Documents Reviewed:

- Town Council Minutes from the June 7, 2023, Meeting
- Town Manager's Report June 12, 2023
- FY24 Public Hearing Budget Presentation
- Measure 2023-083- Approval of Transfer of FY23 Supplemental Free Cash in the amount of \$200,000.00 to support Safety & Security
- Measure 2023-084- Approval of Transfer of FY23 Supplemental Free Cash in the amount of \$479,838.00 for CIP Stabilization
- Measure 2023-085- Re-Appropriation of Police Cruiser Capital Funds for Purchase of Police Motorcycles

II. Approval Of Minutes

- a. Approval of Town Council Minutes of June 7, 2023

Approval of Town Council Minutes of June 7, 2023.

Vice-President Simmons moved to approve the Town Council Meeting Minutes of June 7, 2023.

Councilor Prescott seconded the motion.

Motion carried 6-0

III. Town Councilor Community Announcements

1. President Pare' gave an update on the Town Auditor and that it would cost \$57,000.00 for a one-year extension with the current auditor and the Council could go out to be for the next three-year contract.
2. President Pare' reported that he would like to create an Audit Committee.
3. Vice-President Simmons congratulated Kelly Colleran from NAHS for being named the Soft Ball Player of the Year and will be attending Boston University in the Fall.

IV. Town Manager 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

V. Resident And Community Comment

John Donohue was in attendance to address the Council. He reported that he was in favor of the FY24 Budget and commended the Town Manager, the Department Heads, and the Town Council for all of the hard work that they put into it. He came before the Town Council tonight to defend the budget process, and wanted everyone to know that he stood behind it. Mr. Donohue reviewed the letter in opposition to the FY24 Budget that was presented by the resident at the June 7, 2023 Town Council Meeting.

VI. Confirmations

- a. Measure 2023-087- Confirmation of Appointment of Connor Tarr as an Associate Member of the Planning Board

Town Manager Borg explained that an interview with Connor Tarr of 110 Raymond Hall Drive, North Attleborough was completed with to serve as an Associate Member of the Planning Board. After a favorable interview, he recommends him for appointment to the Board.

Therefore, Mr. Borg respectfully requested the Town Council confirm the appointment of Connor Tarr as an associate member of the Planning Board. His Term will expire on June 30, 2025.

Vice-President Simmons made a motion to approve Measure 2023-087- Confirmation of Appointment of Connor Tarr as an Associate Member of the Planning Board.

Councilor Shanahan second the motion.

Motion carried 6-0.

VII. Sub-Committee Reports

a. Finance

- j. Measure 2023-080- To see if the Town Council will vote to accept the increase in the Cost of Living (COLA) base for Retirees from \$14,000 to \$16,000

Measure 2023-080- To see if the Town Council will vote to accept the increase in the Cost of Living (COLA) base for Retirees from \$14,000 to \$16,000

Vice-President Simmons reviewed the June 8, 2023 Finance Meeting. The last increase of the COLA Base was in 2014 when it went from \$14,000 to \$16,000. An average Town our size does \$16,000. Voted in favor of 6-0.

Vice-President Simmons made a motion to approve Measure 2023-080- To see if the Town Council will vote to accept the increase in the Cost of Living (COLA) base for Retirees from \$14,000 to \$16,000.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

- ii. Measure 2023-082- Approval of Transfer of FY23 Supplemental Free Cash in the amount of \$250,000.00 to support Mason Field Pickleball Courts

Measure 2023-082- Approval of Transfer of FY23 Supplemental Free Cash in the amount of \$250,000.00 to support Mason Field Pickleball Courts

Vice-President Simmons reported that this measure was discussed at the June 8, 2023 Finance Meeting and was voted in favor of unanimously 6-0.

Vice-President Simmons made a motion to approve Measure 2023-082- Approval of Transfer of FY23 Supplemental Free Cash in the amount of \$250,000.00 to support Mason Field Pickleball Courts.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

- iii. Measure 2023-083- Approval of Transfer of FY23 Supplemental Free Cash in the amount of \$200,000.00 to support Safety and Security

Measure 2023-083- Approval of Transfer of FY23 Supplemental Free Cash in the amount of \$200,000.00 to support Safety and Security

Vice-President Simmons reported that this measure was reviewed at the June 8, 2023 Meeting and was voted in favor of unanimously 6-0. This measure was discussed in depth at a previous Executive Session Finance Meeting because of the nature of the topic.

Vice-President Simmons made a motion to approve Measure 2023-083- Approval of Transfer of FY23 Supplemental Free Cash in the amount of \$200,000.00 to support Safety and Security.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

- iv. Measure 2023-084- Approval of Transfer of FY23 Supplemental Free Cash in the amount of \$479,838.00 for CIP Stabilization

Measure 2023-084- Approval of Transfer of FY23 Supplemental Free Cash in the amount of \$479,838.00 for CIP Stabilization

Vice-President Simmons reported that this measure was reviewed at the June 8, 2023 Meeting and was voted in favor of unanimously 6-0.

Vice-President Simmons made a motion to approve Measure 2023-084- Approval of Transfer of FY23 Supplemental Free Cash in the amount of \$479,838.00 for CIP Stabilization.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

- v. Measure 2023-085- Re-Appropriation of Police Cruiser Capital Funds for Purchase of Motorcycles

Measure 2023-085- Re-Appropriation of Police Cruiser Capital Funds for Purchase of Motorcycles

Vice-President Simmons reported that this measure was reviewed at the June 8, 2023 Meeting and was voted in favor of unanimously 6-0.

Vice-President Simmons made a motion to approve Measure 2023-085- Re-Appropriation of Police Cruiser Capital Funds for Purchase of Motorcycles.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

- vi. FY2024 FINAL BUDGET SUBMITTAL MEASURES

Vice-President Simmons as the Finance Sub-Committee Chair, read the following into the record regarding his summary of the FY24 Budget.

FY24 BUDGET

The budget was, once again, based on conservative figures for new growth and local receipts while using accurate costs estimates based on actual spending from previous fiscal years. Town Manager Borg has reviewed, on a number of occasions, the revenue forecasts with the Council and the Public. I would like to note that I personally find the information sharing and transparency of this process exceptional.

The School Department, while not yet providing a three-year history of actual expenses as requested, has provided far more information and detail in the budget process than in years past. The School Department is working on gathering actual expenses moving forward and I look forward to seeing that as part of their budget submission in the future. I do believe, with the new Superintendent, we receive actual expense with next years budget. The school requested budget and town manager approved budget differs by roughly .4% or approximately 120K. For school budget information please refer to the fin com subcommittee meeting and handouts from the school department. They are faced with substantial increases in costs of special education, weaning off of ESSER funds, and contractual increases. They have personnel changes resulting from temporary ESSER hires no longer having funding. The department has decided to retain some of the ESSER positions while cutting other positions in the department.

ITEMS OF NOTE:

Council on Aging: 4/1% increase mostly for salaries and expenses related to programing and dues. Office is fully staffed.

Health Department: 1.5% increase with a decrease in expenses. Office is fully staffed.

Library: .8% decrease. The library had 161 programs during the year with attendance of approximately 1400 residents and 37K visits to the library. Office is fully staffed. They do have a CIP project for bonding for substantial repairs to the library. A request for state aid/grants is in the works to assist with the costs.

Veteran's: 10% increase overall with a 5.8% increase in salaries and a 14.5% reduction in expenses. The office is fully staffed.

Park and Rec and Pools and Beaches: 6.3% increase and 5.2% increase respectively.

The office is fully staffed. They have a number of CIP projects including WWI parking lot repaving, beach grounds and fencing (Park and Rec recently took over control of the beaches), grounds trailer and accessories, UTV and accessories, field grooming equipment and accessories (the maintain the fields we have recently installed), Community Field Light replacement and a truck replacement. As with any CIP for vehicles it is a one in one out policy unless otherwise noted.

Assessors: 4.9% increase. Office is fully staffed.

Town Accountant: 10.1% increase (20K real dollars). One vacant position with the salary in the budget for when hired.

Treasurer Collector: Treasurer 5.5% decrease, Collector 4.6% increase. The office is fully staffed and cross training for working out of the same space in town hall.

Town Manager: 21.4% increase. 2 new proposed positions. New Director of Facilities (joint town and school) and making the part time contracted resident services representative full time resulting in an increase in salaries. Expenses going up due to additional training. We have discussed, for a number of years, the need for a joint facilities person to be in charge of all town properties. The school will maintain a facilities staff, but they will work under the joint facilities director. With respect to the resident services representative, the present part time employee deals with the open and new ANR and is working on closing the backlog and addressing new issues. She works with the department heads to coordinate social media posts and information for the public, answers the phones in town hall to ensure citizens and sent to the correct department, works with the IT department to update the website and streamline "see click fix". She is not only the department-to-department liaison but the citizen to department liaison. As it is our stated goal to increase public awareness and transparency the subcommittee agreed this was a valuable and needed position.

There is a CIP project related to town hall security that was discussed in executive session.

Animal Control: 35.9% increase due to salary for a requested additional position. Presently when the animal control officer is out of the office on a call (which is regular and daily) the office is closed. This effects volunteers, donations, adoptions, etc. The new position would be a full-time staff member who would stay onsite. At the time of our meeting there were 8 dogs, 6 guinea pigs, 1 rabbit, and 45 cats many of which are pregnant. With the reorganization they would go from 1 Kennel Keeper, 1 16hour part time kennel keeper and 2 8-hour part time kennel keepers to 2 full time kennel keepers, 1 full time office clerk and 2 part time 16-hour kennel keepers for a total of 41 "new" paid hours.

Police Department: 8% increase. Salary increases due to contractual obligations such as the Quinn Bill funding. The department is looking for 4 new officers including an additional SRO, possibly 2 additional detectives (we used to have 4 detectives) and an additional patrol officer. Presently there is 1 vacancy. There are 48 positions in the department with 33 patrol officers with almost half having 5 years or less of experience. In 2000 the department had 32 patrol officers. Per the Department of Justice recommendations, we should have 57 officers. The lack of officers and staffing issues is a moral problem. Additional positions, and being able to hire and promote from within, helps with retention. As of the date of our meeting the department has responded to 30K calls including a large increase in domestic calls which are often the most dangerous. For comparison, Franklin has 55 officers and respond to about 13K calls with a population of 35K and Norwood has 26K calls with a population of 31K people. North Attleboro is a busy department. There is a CIP for 4 new cruisers, again one in and one out policy. They are gas vehicles as the hybrids and electric vehicles, due to cost or technology issues to date, are not in the best interest of the town at this time. All administration police vehicles are hybrids.

Fire Department: .1% increase in fire and a 19% increase in ambulance services. The department has seen a 26% increase in calls over the last five years with a 7% increase in ambo runs this year. Elimination of cross staffing at Kelly Blvd has allowed the town to run a full-time ambo out of that station increasing the runs and therefore the reimbursements which cover the costs of salaries, training and new equipment for the ambos themselves. The office has 3 vacancies that will be filled in July, one long term illness that should be back to duty by the time we vote, and one member on active-duty military service due to return in November. They have CIP projects for a new shift commander vehicle, hazard mitigation plan, EMS response vehicle, LUCAS CPR devices.

Human Resources: 20.4% increase due mostly to salary and bookkeeping as this is a shared school/town position. There is one vacant position in this department. They are presently holding the posting for this position to see if needed. The part time contracted (non-bargaining) position revolves around the new health insurance plan with the town going to self-insured. The cost savings from the move more than cover the payment of the position, however depending on the transition present staff may be able to handle it and the position would go unfilled. **TOWN MANGER BORG OR ANY MEMBER OF THE COMMITTEE -feel free to weigh in here, my notes are not as detailed as I would like for this position.**

Conservation: .4% decrease. Fully staffed.

ZBA: 9.6% increase (less than 1K actual dollars). Fully staffed.

Planning: 12.7% increase due to salaries. The office is fully staffed.

Building and Inspections: 1.1% decrease. The office is fully staffed.

Town Clerk: 5.7% increase for salaries with reduction in expenses. The office is fully staffed.

Public Works Admin: 5.5% increase. 6 vacant DPW positions. CIP for truck replacement, office renovations, and document filing upgrades.

Public Works Highway-3.4% increase. To date 10K income from sale of product from new trommel screener. CIP for roads bridges and sidewalks, parking lot maintenance, 268 Smith Street Demo, 6-wheel vehicle replacement, sidewalk mini paver, roller and trailer, brine making system. Cost increases for asphalt resulting in some increases. 4-day maximum response time for see, click, fix with most being done same day.

Public Works-Wastwater-6.4% increase. Any increase in in directs are rate payer funded and come back to the town. CIP-primary clarifier repair, SCADA upgrades, Grimaldi pump station rehab, pump station upgrades, headworks HVAC replacement,

Public Works-Water-15. % increase. See above related to in directs. CIP-water main replacement, whitening street valve replacement, clear well baffles, Vehicle Replacement.

Public Works-Solid Waste-1.9% increase. CIP-scale building restoration, rubber tire excavator, hook line body and containers, cardboard compactor.

IT-11.7% increase due to consolidating other departments IT expenses into this department and necessary software upgrades and licenses. Office fully staffed.

Elections-8.4% decrease due to less elections this year. Office fully staffed.

Vice-President Simmons reported that the Finance Sub-Committee met on June 8, 2023 and each of the following FY24 Budget Measures were voted in favor of

unanimously 6-0, except for Measure 2023-051 that was voted 5-1, Measure 2023-062 that was voted 5-0-1, and Measure 2023-063 that was voted 5-0-1.

1. Measure 2023-051- FY24 General Fund Annual Appropriation

Vice-President Simmons moved to approve Measure 2023-051- FY24 General Fund Annual Appropriation.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

2. Measure 2023-052- FY24 OPEB Funding

Vice-President Simmons moved to approve Measure 2023-052- FY24 OPEB Funding.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

3. Measure 2023-053- FY24 Quinquennial Evaluation

Vice-President Simmons moved to approve Measure 2023-053- FY24 Quinquennial Evaluation.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

4. Measure 2023-054- FY24 Capital Stabilization Fund Transfer

Vice-President Simmons moved to approve Measure 2023-054- FY24 Capital Stabilization Fund Transfer.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

5. Measure 2023-055- FY24 Ambulance Receipts Reserved for Appropriation Transfer

Vice-President Simmons moved to approve Measure 2023-055- FY24 Ambulance Receipts Reserved for Appropriation Transfer.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

6. Measure 2023-056 -FY24 Betterment Stabilization Fund Transfer

Vice-President Simmons moved to approve Measure 2023-056 -FY24 Betterment Stabilization Fund Transfer.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

7. Measure 2023-057- FY24 Solid Waste Enterprise Fund Annual Appropriation

Vice-President Simmons moved to approve Measure 2023-057- FY24 Solid Waste Enterprise Fund Annual Appropriation.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

8. Measure 2023-058-FY 24 Sewer Enterprise Fund Annual Appropriation

Vice-President Simmons moved to approve Measure 2023-058-FY 24 Sewer Enterprise Fund Annual Appropriation.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

9. Measure 2023-059- FY24 Water Enterprise Fund Annual Appropriation

Vice-President Simmons moved to approve Measure 2023-059- FY24 Water Enterprise Fund Annual Appropriation.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

10. Measure 2023-060- FY24 Comcast PEG Access Enterprise Fund Annual Appropriation

Vice-President Simmons moved to approve Measure 2023-060- FY24 Comcast PEG Access Enterprise Fund Annual Appropriation.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

11. Measure 2023-061- FY24 Verizon PEG Access Enterprise Fund Annual Appropriation

Vice-President Simmons moved to approve Measure 2023-061- FY24 Verizon PEG Access Enterprise Fund Annual Appropriation.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

12. Measure 2023-062- FY24 General Fund Capital Improvement Plan Utilization of FY23 Free Cash

Vice-President Simmons moved to approve Measure 2023-062- FY24 General Fund Capital Improvement Plan Utilization of FY23 Free Cash.

Councilor Shanahan seconded the motion.

Motion carried 5-0-1.

13. Measure 2023-063-FY24 General Fund Capital Projects for Approval

Vice-President Simmons moved to approve Measure 2023-063-FY24 General Fund Capital Projects for Approval.

Councilor Shanahan seconded the motion.

Motion carried 5-0-1.

14. Measure 2023-064- FY24 Ambulance Receipt Reserve Account Transfer-CIP

Vice-President Simmons moved to approve Measure 2023-064-FY24 Ambulance Receipt Reserve Account Transfer – CIP.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

15. Measure 2023-065- FY24 Solid Waste Fund Utilization of Retained Earnings

Vice-President Simmons moved to approve Measure 2023-065- FY24 Solid Waste Enterprise Fund Utilization of Retained Earnings for CIP.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

16. Measure 2023-066-FY24 General Fund Capital Improvement Plan and Funding for Borrowing

Vice-President Simmons moved to approve Measure 2023-066-FY24 General Fund Capital Improvement Plan for Borrowing.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

17. Measure 2023-067 -FY24 Sewer Enterprise Capital Projects for Borrowing

Vice-President Simmons moved to approve Measure 2023-067-FY23 Sewer Enterprise Fund Capital Projects for Borrowing.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

18. Measure 2023-068- FY24 Water Enterprise Capital Project for Borrowing

Vice-President Simmons moved to approve Measure 2023-068 -FY23 Water Enterprise Fund Capital Projects for Borrowing.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

19. Measure 2023-069- FY24 Revolving Accounts Annual Authorization

Vice-President Simmons moved to approve Measure 2023-069- FY24 Revolving Account Annual Authorization.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

20. Measure 2023-070- FY24 Local Acceptance of Certain Property Tax Exemptions

Vice-President Simmons moved to approve Measure 2023-070- FY24 Local Acceptance of Certain Property Exemptions.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

21. Measure 2023-071- FY24 Additional Real Estate Property Tax Exemptions One Hundred Percent

Vice-President Simmons moved to approve Measure 2023-071- FY24 Additional Real Estate Property Tax Exemption of One Hundred Percent (100%).

Councilor Shanahan seconded the motion.

Motion carried 6-0.

22. Measure 2023-072- Establish a Maximum Dollar Amount of \$9,999.99 for Town Manager Line Item Transfers

Vice-President Simmons moved to approve Measure 2023-072- FY24 Establish the Amount for Town Manager Line-Item Transfers.

Councilor Shanahan seconded the motion.

Motion carried 5-1.

b. Economic Growth & Sustainability

- i. Measure 2023-009- Allocation of \$150,000.00 of Commonwealth earmark funding for the formation of the North Attleborough Business Accelerator. AMENDED

Measure 2023-009- Allocation of \$150,000.00 of Community earmark funding for the formation of the North Attleborough Business Accelerator. AMENDED

Councilor Read the following into the record:

Summary Account - Economic Growth and Sustainability

Sub-Committee Meeting Date: June 8th, 6:00 PM

The Economic Growth and Sustainability Sub-Committee convened on June 8th to discuss Measure 2023-009, which pertains to the allocation of funding for the establishment of the North Attleborough Business Accelerator. An amendment was proposed, suggesting the replacement of \$100,000 of ARPA funding with \$150,000 of Commonwealth earmark funding.

The primary objective of the proposed measure is to create the North Attleborough Business Accelerator, overseen by a board composed of Town Representatives, financial institutions, local and regional small business associations, as well as local business partners. The board's role would involve reviewing applications, conducting assessments, and making final decisions on grant awards of up to \$25,000 for local businesses in North Attleborough and new businesses planning to establish themselves in the town.

During the meeting, Town Manager Board provided updates to the previously presented plan, including board assignments and the introduction of a rubric for evaluating applicant presentations. It was emphasized that this rubric should focus on assessing the return on investment (ROI) for the town rather than solely evaluating the quality of the presentation. The committee acknowledged that further adjustments may be made to the rubric before accepting applications.

Although committee member Richard McCarthy was unable to attend the meeting, he shared his thoughts with Kerrin, which were discussed during the session. He opposed the measure moving forward as is.

Lastly, it was agreed upon that 501C3 organizations would be excluded from applying for this program, and the focus would be placed on supporting businesses in North Attleborough to foster economic growth and development within the town.

The meeting concluded with a request for the committee to approve the amended measure, reflecting the changes discussed during the session. The committee voted 4-0 in favor of recommending.

Vice-President Simmons made a motion to approve Measure 2023-009- Allocation of \$150,000.00 of Community earmark funding for the formation of the North Attleborough Business Accelerator. AMENDED.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

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.

VIII. Old Business

a. None at this time.

IX. New Business

a. Measure 2023-081- End of Year Transfers (Municipal Relief Transfers)

Measure 2023-081- 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 \$ 244,502.81 from various department budgets and line items.

Town Manager Borg requested that this measure be referred to the Finance Sub-Committee.

Vice-President Simmons made a motion to refer Measure 2023-081 - End of Year Transfers (Municipal Relief Transfers) to the Finance Sub-Committee for further discussion and review.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

- b. Measure 2023-088- Approval of the Waste Management Contract for 5 Years of Refuse and Recycling Services for the Town

Measure 2023-088- Approval of Solid Waste Enterprise 5-year Contract with Waste Management for Collection, Transportation, and Disposal Processing of Solid Waste and Recyclable Materials.

The Solid Waste Enterprise solicited proposals for Curbside Trash and Recycling Collection and Disposal and appurtenant services with the option to transition from a true "Pay-as-You-Throw" program to a modified Trash Cart with "Pay-as-You-Throw" for any overage. Waste Management submitted the most advantageous proposal with a 5-Year Contract **Option, which requires Town Council approval. The Board of Public Works has voted to approve rates to support a program of 35-gallon Trash Carts.**

Therefore, I am requesting that the Town Council vote to approve the Town Manager to enter into a 5-Year Contract with Waste Management for or Collection, Transportation, and Disposal/Processing of Solid Waste and Recyclable Materials to be funded through the annual Solid Waste Enterprise rates.

Town Manager Borg requested that this measure be referred to the Finance Sub-Committee for further review.

Vice-President Simmons made a motion to refer Measure 2023-088- Approval of Solid Waste Enterprise 5-year Contract with Waste Management for Collection, Transportation, and Disposal Processing of Solid Waste and Recyclable Materials, to the Finance Sub-Committee for further consideration and review.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

- c. Measure 2023-089- Request to Transfer Funds from Solid Waste Retained Earnings in the Amount of \$425,038.00 for the Purchase of 35 Gallon Residential Trash Carts

- 1. Measure 2023-089- Request to Transfer Funds from Solid Waste Retained Earnings in the Amount of \$425,038.00 for the Purchase of 35 Gallon Residential Trash Carts

The Town will be entering into a Contract with Waste Management to collect residential trash in 35-gallon carts. **The Solid Waste Division found that it is in the rate-payer's best interest for the Town to purchase the Carts directly using retained earnings.** The Department of Environmental Protection will reimburse \$30 per cart (over \$260,000) as part of their waste reduction programs.

Therefore, I respectfully request the Town Council vote to approve expenditure of \$425,038.00 from the Solid Waste Enterprise Fund for the following Capital Purchases:

35 Gal- Eco Trash Carts (9,100)	\$345,618.00
Assembly and Delivery (9,100)	\$ 52,325.00
Spare Lids (100)	\$ 850.00
Spare Axles and Wheels (Allowance) \$	1,000.00
Incoming Freight	\$ 25,245.00
	Total: \$425,038.00

Town Manager Borg requested this measure be referred to the Finance Sub-Committee for further review.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

X. Adjournment

Vice-President John Simmons made a motion to adjourn at 9:05PM.

Councilor Shanahan seconded the motion.

Motion carried 6-0.