

Michael Borg
Town Manager



TOWN OF NORTH ATTLEBOROUGH
43 South Washington Street
North Attleborough MA 02760
508-699-0100

6/12/2023

INTEROFFICE MEMORANDUM

DATE: Wednesday, June 12, 2024
TO: Town Clerk
FROM: Michael Borg *Michael Borg*
CC: Linda Catanzariti Town Accountant
Chris Sweet Town Treasurer/Tax Collector
Assistant Town Manager Antonio Morabito

RE: FY2025 Budget Measures:

Measure 2024-090- FY25 General Fund Annual Appropriation. AMENDED
Measure 2024-091- FY25 OPEB Funding
Measure 2024-092- FY25 Quinquennial Evaluation
Measure 2024-093- FY25 Ambulance Receipts Reserved for Appropriation Transfer
Measure 2024-094- FY25 Solid Waste Enterprise Fund Annual Appropriation. AMENDED
Measure 2024-095- FY25 Sewer Enterprise Fund Annual Appropriation. AMENDED
Measure 2024-096- FY25 Water Enterprise Fund Annual Appropriation. AMENDED
Measure 2024-097- FY25 Comcast PEG Access Enterprise Fund Annual Appropriation
Measure 2024-098- FY25 Verizon PEG Access Enterprise Fund Annual Appropriation
Measure 2024-99- FY25 General Fund Capital Improvement Plan for Borrowing. AMENDED
Measure 2024-100- FY25 General Fund Capital Improvement Plan FY24 Free Cash. AMENDED
Measure 2024-101- FY25 Capital Improvement Plan Ambulance Receipt Reserve Account
Measure 2024-102- FY25 Capital Improvement Plan Fire Alarm Revolving Account
Measure 2024-103 - FY25 Solid Waste Enterprise Fund Utilization of Retained Earnings for CIP. AMENDED
Measure 2024-104- FY25 Water Enterprise Fund Capital Projects for Borrowing. AMENDED
Measure 2024-105- FY25 Sewer Enterprise Fund Capital Projects for Borrowing. AMENDED
Measure 2024-106- FY25 Revolving Account Annual Authorization. AMENDED
Measure 2024-107- FY25 Additional Real Estate Property Tax Exemption of One Hundred Percent
Measure 2024-108- FY25 Establish the Amount for Town Manager Line-Item Transfers

Town Council Meeting-President Justin Pare'
FY2024 Budget Measures 2024-090 through Measure 2024-108:

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."

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

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."

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."

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."

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."

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."

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."

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."

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, rehabilitation, replacement, maintenance and improvement of roads, bridges, sidewalk and lots	\$700,000
DPW- Highway	Dredging, improvements, restoration and remediation of	

	the Ten Mile River	\$1,500,000
Schools	Replacement, repair, installation and upgrade of the HVAC/ Boiler located at the Falls Elementary School	\$750,000
	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."

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 & Recreation	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.

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

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
NAFD	Staff/Fire Prevention Car Replacement w/ Ancillary Equipment & Longevity Pkg.	\$68,000
	Total:	\$68,000

**Measure 2024-103 -FY25 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	Project Title	Cost
DPW- Solid Waste	Hooklift Recycling Containers	\$40,000
DPW-Solid Waste	Swap Shop Facility	\$45,000
	Total:	\$85,000

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

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 of a gravel pack well system at Kelley Blvd.	\$400,000
DPW-Water	Acquisition of a new 10-wheeled dump truck for the Water Department, including original equipment and appurtenances	\$325,000
	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."

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 of disk filters at the Wastewater Treatment Plant	\$200,000
DPW- Wastewater	Replacement, removal and installation of headworks grit elevator and screw at the Wastewater Treatment Facility	\$2,300,000
DPW- Wastewater	Replacement, removal and installation of aeration system diffusers at the Wastewater Treatment Facility	\$145,000
	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."

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

Measure 2024-107- FY25 Additional Real Estate Property Tax Exemption of One Hundred Percent

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 ."

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."

The Town Council met on April 8, 2024, and on behalf of the Town Council, a motion was made by Councilor Slobogan to refer **FY2025 Budget Measures 2024-090 through Measure 2024-108** to the Finance Sub-Committee for further review and discussion.

The motion was seconded by Councilor Donovan.

Motion carried 7-0.

The Finance Sub-Committee met on May22, 2024, and on behalf of the Finance Sub-Committee, a motion was made by Councilor Donovan to report back to the Town Council a favorable recommendation for each of the **FY2025 Budget Measures:** Measure 2024-091, Measure 2024-092, Measure 2024-093, Measure 2024-097, Measure 2024-098, Measure 2024-099, Measure 2023-057, Measure 2023-058, Measure 2023-059, Measure 2023-060, Measure 2023-061, Measure 2024-100, Measure 2024-101, Measure 2024-102, Measure 2024-103, Measure 2024 - 104, Measure 2024-105, Measure 2024-106, Measure 2024-107, and Measure 2024-108.

Motion seconded by Councilor Costello.

Motion carried 5-0.

The Finance Sub-Committee met on June 6, 2024, and on behalf of the Finance Sub-Committee, a motion was made by Councilor Donovan to report back to the Town Council a favorable recommendation for each of the **FY2025 Budget Measures:** Measure 2024-090, Measure 2024-094, Measure 2024-095, and Measure 2024-96.

Motion seconded by Councilor Costello.

Motion carried 5-0.

The Town Council met on June 10, 2024, and on behalf of the Council, a motion was made by Councilor Slobogan to approve each of the **FY2025 Budget Measures:** Measure 2024-090, Measure 2024-091, Measure 2024-092, Measure 2024-093, Measure 2024-094, Measure 2024-095, Measure 2024-096, Measure 2024-097, Measure 2024-098, Measure 2024-099, Measure 2024-100, Measure 2024-101, Measure 2024-102, Measure 2024-103, and Measure 2024-104.

Motion seconded by Councilor Donovan.

Motion carried 8-0.

Councilor Slobogan made a motion to approve the following **FY2025 Budget Measures:** Measure 2024-100, Measure 2024-101, Measure 2024-102, Measure 2024-103, Measure 2024 - 104, Measure 2024-105, Measure 2024-106, Measure 2024-107, and Measure 2024-108.

Motion seconded by Councilor Donovan.

Motion carried 9-0.