

**DEDHAM  
FINANCE AND WARRANT COMMITTEE**



**REPORT & RECOMMENDATIONS FOR THE  
SPRING ANNUAL TOWN MEETING  
MONDAY, MAY 17, 2021 AT 6:00 P.M.**

**VETERANS FIELD AT STONE PARK/DEDHAM HIGH  
SCHOOL ATHLETIC FIELD  
WHITING AVENUE**

## FISCAL YEAR 2021 DEDHAM FINANCE AND WARRANT COMMITTEE

	PRECINCT	TERM ENDS
DAVE ROBERTS, CHAIR	3	2023
MICHELLE PERSSON REILLY, VICE	7	2021
BETH PIERCE, AT LARGE	1	2020
SUSAN FAY	4	2022
KEVIN PRESTON	2	2022
JOHN HEFFERNAN	6	2023
LIZ O'DONNELL	5	2021
MARTY LINDEMANN	1	2021
MICHAEL LEAHY, AT LARGE	5	2021

DANIEL J. DRISCOLL, MODERATOR (1993-PRESENT)

### PAST MODERATOR

H. HOLTON WOOD (1964-1993)

### PAST FINANCE COMMITTEE CHAIRS

2021-PRESENT	DAVE ROBERTS
2018-2020	KEVIN PRESTON
2014-2017	JOHN HEFFERNAN
2012-2014	RUSSELL C. STAMM
2007-2012	DAVID N. MARTIN
2006-2007	MARK DRISCOLL
2002-2006	CHRISTOPHER E. MELLEN
2001-2002	WILLIAM A. PODOLSKI
2000-2001	VALERIE T. IRVING
1998-2000	CONSTANTINE P. CALLIONTZIS
1996-1998	PAUL G. JOYCE
1995-1996	FRANCIS T. KEALLY
1993-1995	RICHARD C. BREMER
1992-1993	DAVID E. KRUSZ
1991-1992	KEVIN E. YOUNG
1990-1991	JAMES A. MACDONALD
1989-1990	SANDRA A. LYNCH
1988-1989	JAMES V. HERRIGAN
1987-1988	STEPHEN P. RAHAVY
1986-1987	MARGOT C. PYLE
1985-1986	JAMES S. MCDONALD
1984-1985	FRANCIS J. SALLY
1983-1984	DAVID THIBODEAU
1981-1983	JOHN I. STANTON, JR.
1980-1981	ANTHONY THACHER

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**Moderator's Letter to Town Meeting Representatives  
and the Citizens of Dedham**



**TOWN OF DEDHAM**  
Town Moderator

Dear Town Meeting Representative:

For the second year in a row, we have decided to adapt our Town Meeting logistics to the reality of COVID 19. We will be meeting on **May 17, 2021**, the third Monday in May, our regular date, but will be convening outdoors at the Dedham High School athletic field as we did last year. In the event of rain, we will meet on May 18. In order to take advantage of as much daylight as possible the Meeting will be held at **6:00 PM, instead of the usual 7:00 PM.**

We learned on the run last year about the best way to conduct an outdoor meeting, relying on the expertise of many of our Town officials and borrowing ideas from other towns that were also holding outdoor meetings. The planning for this year went more smoothly as we are using the same principal vendor and are receiving the same generous support from the Dedham School Department, the Public Works Department, Dedham Police and Fire, as well as Town Hall officials including Town Manager Leon Goodwin, Assistant Town Manager Nancy Baker and our experienced Town Clerk, Paul Munchbach.

Unlike last year, we are not asking you to limit the Warrant discussions to only the most pressing issues. We will deliberate the full Warrant. Fortunately, the Warrant is not as full as is usually the case for the Spring Annual Town Meeting.

We are asking you to arrive between 5:30 and 6:00 this year to avoid last minute crushes of people congregating at the entrances. We are also asking you to move immediately to your assigned seating areas and refrain from mingling on the field before the Meeting.

Hopefully this will be the last time we need to work with these limitations. The COVID infection numbers and positivity rates are moving in the right direction; at least they are as I prepare this letter. Let's all exercise continued patience. Remember, our behavior is not just a personal choice. What we do (or don't do) impacts others, including those whose age or health may make them more vulnerable.

Thank you to all who have helped to plan and organize this Meeting and my thanks to you for your continued high level of participation in the governance of our Town.

As always, please feel free to contact me with any questions or concerns: [djdriscoll29@gmail.com](mailto:djdriscoll29@gmail.com) or 617-510-1797.

Dan Driscoll, Moderator

**Finance Committee Chair's Letter to Town Meeting Representatives  
and the Citizens of Dedham**



**TOWN OF DEDHAM**  
Finance and Warrant Committee

Dear Town Meeting Representatives and the Citizens of Dedham:

There are eighteen articles on the Spring 2021 Warrant. Seventeen fall within the purview of the Finance and Warrant Committee. Article Fourteen is within the jurisdiction of the Planning Board. The Finance and Warrant Committee (FWC) conducted public hearings (via Zoom) on all the articles including presentations from the town department heads regarding their budget submissions. In addition, the FWC had hearings on proposed Capital items and heard from proponents, and in some cases, opponents of each article.

As is past practice, the recommendation of the FWC is contained at the end of each Article. I would like to take this opportunity to bring to your attention the following information and recommendations.

Within the Public Works budget, the white goods/bulk items pick up is estimated at \$300,000 for FY 21-22. The FWC recommendation is to fund this item for one half year, (@\$150,000) until January 1, 2022. This will allow the town administration six months to develop and publicize an alternative plan for the service. This also coincides with the renewal of the contract for rubbish and recycling.

The FWC is recommending the funding of a playground at 96 Trenton Rd. in the Manor neighborhood at a cost of \$389,000.

In an effort to lessen the impact on the tax levy, the FWC is recommending the town administration's proposal of transfers of \$1,500,000 from the general stabilization fund and \$1,000,000 in free cash to the operating budget.

There is no disputing the fact that the pandemic has had an impact on our Town budget, in particular the Robin Reyes fund. The decrease in meals and hotel tax revenues, understandably, has been dramatic.

There has been discussion relative to the recently passed American Rescue Plan which includes financial relief for cities and towns. There is no doubt that additional funding would be well received. However, we are charged with the responsibility to recommend a balanced budget for Town Meeting consideration and vote and so our recommendations are based on what we know at this juncture. The impact of the pandemic on our town and residents was at the forefront of our thinking throughout our process. There were many worthy items, particularly capital, that we would have

liked to recommend, but doing so would not be prudent at this time. It is hoped that by the Fall Town Meeting the fiscal outlook will be much clearer as to the allocation of federal assistance, and we can evaluate any impact and potentially make adjustments at that time.

On behalf of the FWC, we would like to recognize the preparation, direction, guidance and assistance of Town Manager Leon Goodwin, Assistant Town Manager Nancy Baker and Finance Director John Arnett.

In closing, the FWC would like to take notice of the passing of our former colleague Kevin Hughes. He was a productive and contributing member and when he spoke, people listened. He cared about the best interests of all, from our youngest citizens through his efforts for better playing fields, to his concern that senior citizens be able to stay in their homes. He is missed.

If you have questions regarding the FWC recommendations, please do not hesitate to contact me at [bostate72@gmail.com](mailto:bostate72@gmail.com).

Regards,  
David Roberts, Chair  
Finance and Warrant Committee

## FY2022 Sources and Uses of Funds

<b>General Fund Summary</b>		<b>FY2018</b>	<b>FY2019</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2022</b>
		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Curr Budget</b>	<b>Town Manager</b>	<b>FinCom</b>
<b>Sources</b>							
State Aid		8,197,628	8,957,998	9,827,502	9,840,694	10,081,457	10,081,457
Local Receipts for Major Cap Stabil		-	-	-	-	-	-
Local Receipts for Operations		7,655,802	8,955,549	7,979,978	7,710,000	7,010,000	7,010,000
Free Cash (for All Uses)		5,641,168	7,957,862	3,249,062	2,867,811	1,000,000	1,000,000
Major Cap Stabil for Debt Service		1,696,445	3,864,633	4,142,377	4,036,922	5,377,113	5,377,113
Enterprise Funds Trsf In for Indirects		902,727	854,223	812,037	796,350	785,000	785,000
Other Available Funds		3,200,000	-	1,200,000	500,000	1,500,000	1,500,000
Tax Levy		84,537,212	86,602,476	89,836,926	93,399,228	97,258,672	97,096,116
Total Sources		<b>111,830,982</b>	<b>117,192,741</b>	<b>117,047,881</b>	<b>119,151,005</b>	<b>123,012,242</b>	<b>122,849,686</b>
<b>Uses</b>							
General Government		5,119,022	5,504,443	5,528,922	6,793,253	7,667,699	7,667,699
Public Safety		12,532,268	13,523,934	13,687,832	15,035,520	14,996,045	14,996,045
Public Works		6,094,608	6,486,174	7,262,651	8,049,769	8,135,127	7,985,127
Town Facilities		1,197,311	1,310,128	1,436,735	2,030,640	2,140,345	2,140,345
Human Services		1,141,646	1,170,575	1,137,535	1,354,011	1,356,542	1,356,542
Culture & Recreation		2,203,080	2,321,011	2,340,227	2,613,597	2,737,080	2,687,080
Town		<b>28,287,935</b>	<b>30,316,264</b>	<b>31,393,902</b>	<b>35,876,790</b>	<b>37,032,838</b>	<b>36,832,838</b>
Dedham District Education		40,773,527	42,283,109	45,155,072	46,670,564	48,549,509	48,549,509
Regional District Education		1,485,829	1,633,287	1,898,572	2,026,644	2,034,840	2,072,284
Schools		<b>42,259,356</b>	<b>43,916,396</b>	<b>47,053,644</b>	<b>48,697,208</b>	<b>50,584,349</b>	<b>50,621,793</b>
Employee Benefits		20,821,379	18,771,524	16,928,360	17,171,698	17,418,125	17,418,125
Debt Service		10,134,022	11,471,816	11,115,396	10,929,444	12,250,000	12,250,000
Shared Expenses		<b>30,955,401</b>	<b>30,243,340</b>	<b>28,043,756</b>	<b>28,101,142</b>	<b>29,668,125</b>	<b>29,668,125</b>
Operating Capital		-	-	-	-	-	-
Operating Expenditures		<b>101,502,692</b>	<b>104,476,000</b>	<b>106,491,302</b>	<b>112,675,140</b>	<b>117,285,312</b>	<b>117,122,756</b>
Major (Cash) Capital		2,646,168	2,650,319	1,010,682	523,210	-	-
Trsfr to Major Cap Stabil Fund Prior Yrs		-	700,000	500,000	500,000	1,250,000	1,250,000
Trsfr to General Stabilization		-	-	-	-	-	-
Snow & Ice Deficit		475,000	-	125,000	-	-	-
Other Articles		-	-	963,000	777,242	-	-
Other Expenditures		<b>3,121,168</b>	<b>3,350,319</b>	<b>2,598,682</b>	<b>1,800,452</b>	<b>1,250,000</b>	<b>1,250,000</b>
Other Charges to be Raised		3,678,774	3,555,930	4,359,271	4,319,991	4,476,930	4,476,930
Total Uses		<b>108,302,634</b>	<b>111,382,249</b>	<b>113,449,255</b>	<b>118,795,583</b>	<b>123,012,242</b>	<b>122,849,686</b>
					<b>355,422</b>	<b>(0)</b>	<b>(0)</b>
<b>Enterprise Fund Summary</b>							
<b>Sources</b>							
Sewer Enterprise		7,459,102	7,098,736	7,549,315	6,583,182	6,826,986	6,826,986
Total Sources		<b>7,459,102</b>	<b>7,098,736</b>	<b>7,549,315</b>	<b>6,583,182</b>	<b>6,826,986</b>	<b>6,826,986</b>
<b>Uses</b>							
Sewer Enterprise (Direct Operating)		5,582,102	5,824,070	6,160,801	6,443,182	6,686,986	6,686,986
Sewer Enterprise (Capital)		1,877,000	1,870,000	-	140,000	140,000	140,000
Total Uses		<b>7,459,102</b>	<b>7,694,070</b>	<b>6,160,801</b>	<b>6,583,182</b>	<b>6,826,986</b>	<b>6,826,986</b>
Surplus/(Deficit)*					-	0	0

\*See CAFR statements for prior year budget-to-actual results and unbudgeted transfers (e.g. Free Cash generation).



**Spring Annual Town Meeting Articles and Recommendations**  
*All recommendations of the Finance and Warrant Committee are by unanimous vote except where noted.*

**1. ELECTION OF TOWN OFFICIALS**

**ARTICLE ONE:** To choose all necessary Town Officers. Saturday, April 10, 2021.

**2. PERSONNEL BY-LAW CHANGES AND BARGAINING AGREEMENTS**

**ARTICLE TWO:** *By the Board of Selectmen:* To see if the Town will vote to adopt changes in Schedule A (Classification Schedule), or Schedule B (Compensation Schedule), or Schedule C (Fringe Benefits) of the Personnel Wage and Salary Administration Plan; to act upon the recommendations of the Town Manager as to actions he deems advisable and necessary in order to maintain a fair and equitable pay level and compensation policy; to implement collective bargaining agreements listed below, the funding for which is included in the appropriate departmental budgets under Article Three:

1. AFSCME, Local #362 (Library Staff Unit)
2. Dedham Police Patrolman's Association, Massachusetts Coalition of Police, Local #448, AFL-CIO
3. Dedham Police Association (Lieutenants & Sergeants)
4. Dedham Firefighter's Association, Local 1735
5. AFSCME, Local #362 (DPW- Unit A)
6. AFSCME, Local #362 (DPW-Unit B)
7. AFSCME, Local #362 (Town Hall)
8. AFSCME, Local #362 (Parks)
9. AFSCME, Local #362 (Civilian Dispatchers)

or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

***RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE:*** That the Town approve agreements with AFSCME, Local #362 (Library Staff Unit), AFSCME Local #362 (DPW-Unit A) and AFSCME Local #362 (DPW-Unit B) for Fiscal Years 2022, 2023 and 2024; and adopt changes in Schedule B (compensation schedule) of the Personnel Wage and Salary Administration Plan for Fiscal Year 2022; and that amounts to fund such agreements be transferred

from the salary contingency account in the Town Manager's FY'22 budget and that the Director of Finance be authorized to apportion the same among the appropriate line items for such purposes.

Article 2 ratifies and funds collective bargaining agreements for AFSCME Local #362 (Library Staff Unit), AFSCME Local #362 (DPW-Unit A) and AFSCME Local #362 (DPW-Unit B).

### 3. **TOWN OPERATING BUDGET**

**ARTICLE THREE:** To see what sum of money the Town will raise and appropriate, or transfer from available funds to defray departmental and incidental expenses of the Town for the fiscal year commencing July 1, 2021, not otherwise provided for, or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

**RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE:** The Finance and Warrant Committee voted 8-1 that the sum of \$117,122,756.00 be raised and appropriated as designated for the specific purposes hereafter designated, to be expended only for the purposes under the direction of respective boards, committees or officers of the Town.

Article 3 provides for the salaries and benefits of all Town employees and necessary expenditures to provide Town services.

	<b>FY2019</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2022</b>	<b>FY2022</b>
	<b>Actual</b>	<b>Actual</b>	<b>Orig Budget</b>	<b>Curr Budget</b>	<b>Dept Request</b>	<b>Town Manager</b>	<b>FinCom</b>
<b>Town Manager</b>							
1 Personal Services	472,292	444,335	930,954	827,279	1,646,111	1,646,111	1,646,111
2 Purchase of Services	259,979	178,353.13	100,000	111,228	119,000	119,000	119,000
3 Supplies & Materials	-	-	-	-	-	-	-
4 Other Charges & Expenses*	1,053,540	1,118,692	1,219,925	1,219,925	1,290,598	1,290,598	1,290,598
<b>TOTAL</b>	<b>1,785,811</b>	<b>1,741,381</b>	<b>2,250,879</b>	<b>2,158,432</b>	<b>3,055,709</b>	<b>3,055,709</b>	<b>3,055,709</b>
*Bus program stopped in FY20.						<b>41.6%</b>	<b>41.6%</b>
<b>Legal</b>							
5 Purchase of Services	210,552	209,158	250,000	263,063	250,000	250,000	250,000
6 Litigation & Judgments	4,360	1,208	25,000	25,000	25,000	25,000	25,000
<b>TOTAL</b>	<b>214,912</b>	<b>210,366</b>	<b>275,000</b>	<b>288,063</b>	<b>275,000</b>	<b>275,000</b>	<b>275,000</b>
						<b>-4.5%</b>	<b>-4.5%</b>
<b>Finance &amp; Warrant Committee</b>							
7 Purchase of Services	414	-	-	-	-	-	-
8 Supplies & Materials	-	-	-	-	-	-	-
9 Other Charges & Expenses	280	280	-	-	-	-	-
10 Reserve Fund*	-	-	250,000	250,000	246,169	246,169	246,169
<b>TOTAL</b>	<b>694</b>	<b>280</b>	<b>250,000</b>	<b>250,000</b>	<b>246,169</b>	<b>246,169</b>	<b>246,169</b>
*Transferred and expended elsewhere						<b>-1.5%</b>	<b>-1.5%</b>
<b>Finance Department</b>							
11 Personal Services	830,652	812,003	809,824	878,484	1,089,169	1,089,169	1,089,169
12 Purchase of Services	832,413	950,409	950,915	1,142,411	987,737	987,737	987,737
13 Supplies & Materials	10,062	3,889	13,000	16,995	13,000	13,000	13,000
14 Other Charges & Expenses	8,085	6,026	11,735	11,735	12,235	12,235	12,235
<b>TOTAL</b>	<b>1,681,212</b>	<b>1,772,327</b>	<b>1,785,474</b>	<b>2,049,625</b>	<b>2,102,141</b>	<b>2,102,141</b>	<b>2,102,141</b>
						<b>2.6%</b>	<b>2.6%</b>
<b>Central Purchasing</b>							
15 Personal Services	10,000	11,300	10,000	10,000	10,000	10,000	10,000
16 Overtime	64,786	50,821	60,000	61,857	60,000	60,000	60,000
17 Purchase of Services	74,736	79,971	75,000	75,000	75,000	75,000	75,000
18 Supplies & Materials	54,933	55,158	90,000	90,000	90,000	90,000	90,000
19 Other Charges & Expenses	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>204,455</b>	<b>197,250</b>	<b>235,000</b>	<b>236,857</b>	<b>235,000</b>	<b>235,000</b>	<b>235,000</b>
						<b>-0.8%</b>	<b>-0.8%</b>
<b>Assessing</b>							
20 Personal Services	368,618	377,847	385,331	396,310	404,587	404,587	404,587
21 Purchase of Services	33,175	49,140	156,750	156,750	46,750	46,750	46,750
22 Supplies & Materials	365	-	500	500	500	500	500
23 Other Charges & Expenses	2,017	1,619	3,500	3,500	3,500	3,500	3,500
<b>TOTAL</b>	<b>404,175</b>	<b>428,606</b>	<b>546,081</b>	<b>557,060</b>	<b>455,337</b>	<b>455,337</b>	<b>455,337</b>
						<b>-18.3%</b>	<b>-18.3%</b>
<b>Human Resources</b>							
24 Personal Services	218,443	200,229	252,073	256,007	266,736	266,736	266,736
25 Purchase of Services	47,125	21,810	95,000	100,000	97,075	97,075	97,075
26 Other Charges & Expenses	2,826	608	4,600	2,600	2,600	2,600	2,600
<b>TOTAL</b>	<b>268,393</b>	<b>222,647</b>	<b>351,673</b>	<b>358,607</b>	<b>366,411</b>	<b>366,411</b>	<b>366,411</b>
						<b>2.2%</b>	<b>2.2%</b>
<b>Town Clerk</b>							
27 Personal Services*	310,109	281,831	314,560	321,835	303,573	303,573	303,573
28 Purchase of Services	48,187	38,316	49,080	49,080	39,880	39,880	39,880
29 Supplies & Materials	656	355	1,200	1,200	800	800	800
30 Other Charges & Expenses	1,495	901	1,500	1,500	1,200	1,200	1,200
<b>TOTAL</b>	<b>360,446</b>	<b>321,404</b>	<b>366,340</b>	<b>373,615</b>	<b>345,453</b>	<b>345,453</b>	<b>345,453</b>
*Includes salary for elected official (Town Clerk).						<b>-7.5%</b>	<b>-7.5%</b>
<b>Conservation</b>							
31 Personal Services	101,600	109,262	111,715	114,947	122,680	122,680	122,680
32 Purchase of Services	-	-	-	-	5,800	5,800	5,800

33 Supplies & Materials	243	557	650	650	650	650	650
34 Other Charges & Expenses	3,564	5,503	6,300	6,300	3,900	3,900	3,900
<b>TOTAL</b>	<b>105,407</b>	<b>115,322</b>	<b>118,665</b>	<b>121,897</b>	<b>133,030</b>	<b>133,030</b>	<b>133,030</b>
						9.1%	9.1%
<b>Environmental</b>							
35 Personal Services	57,440	59,360	39,553	42,818	-	-	-
36 Purchase of Services	27,845	24,195	-	270	-	-	-
37 Supplies & Materials	388	-	-	-	-	-	-
38 Other Charges & Expenses	1,471	1,246	-	1,700	-	-	-
<b>TOTAL</b>	<b>87,143</b>	<b>84,801</b>	<b>39,553</b>	<b>44,788</b>	-	-	-
						-100.0%	-100.0%
<b>Planning</b>							
39 Personal Services	129,386	170,172	205,745	209,635	222,941	222,941	222,941
40 Purchase of Services	34,220	10,236	22,250	22,250	102,250	102,250	102,250
41 Supplies & Materials	-	9,012	-	-	-	-	-
42 Other Charges & Expenses	-	-	9,050	9,050	9,050	9,050	9,050
<b>TOTAL</b>	<b>163,606</b>	<b>189,420</b>	<b>237,045</b>	<b>240,935</b>	<b>334,241</b>	<b>334,241</b>	<b>334,241</b>
*reclass expenses from Econ Devel						38.7%	38.7%
<b>Economic Development</b>							
43 Personal Services	100,687	100,216	103,979	104,873	109,708	109,708	109,708
44 Purchase of Services	14,787	688	8,500	8,500	9,500	9,500	9,500
45 Supplies & Materials	-	-	-	-	-	-	-
46 Other Charges & Expenses	6,480	-	-	-	-	-	-
<b>TOTAL</b>	<b>121,954</b>	<b>100,904</b>	<b>112,479</b>	<b>113,373</b>	<b>119,208</b>	<b>119,208</b>	<b>119,208</b>
*reclass expenses to Planning						5.1%	5.1%
<b>BPCC</b>							
47 Purchase of Services	106,235	144,215	-	-	-	-	-
<b>TOTAL</b>	<b>106,235</b>	<b>144,215</b>	-	-	-	-	-
						0.0%	0.0%
<b>TOTAL GENERAL GOVERNMENT</b>	<b>5,504,443</b>	<b>5,528,922</b>	<b>6,568,189</b>	<b>6,793,253</b>	<b>7,667,699</b>	<b>7,667,699</b>	<b>7,667,699</b>
						12.9%	12.9%
<b>Police</b>							
48 Personal Services	5,483,306	5,545,717	5,712,376	5,707,306	5,726,306	5,726,306	5,726,306
49 Overtime	571,047	457,008	672,193	692,129	616,434	616,434	616,434
50 Purchase of Services	175,861	170,975	464,467	467,280	332,682	332,682	332,682
51 Supplies & Materials	124,737	131,881	157,879	162,537	143,590	143,590	143,590
52 Other Charges & Expenses	18,113	18,276	23,990	23,990	27,166	27,166	27,166
<b>TOTAL</b>	<b>6,373,064</b>	<b>6,323,856</b>	<b>7,030,905</b>	<b>7,053,242</b>	<b>6,846,178</b>	<b>6,846,178</b>	<b>6,846,178</b>
						-2.9%	-2.9%
<b>Fire</b>							
53 Personal Services	5,329,352	5,443,769	5,859,734	5,770,541	6,048,137	6,048,137	6,048,137
54 Overtime	468,432	576,269	467,888	622,405	477,246	477,246	477,246
55 Purchase of Services	112,624	102,300	186,435	176,435	198,035	198,035	198,035
56 Supplies & Materials	87,486	93,445	154,823	147,823	162,693	162,693	162,693
57 Other Charges & Expenses	10,457	6,960	11,920	11,920	11,995	11,995	11,995
<b>TOTAL</b>	<b>6,008,350</b>	<b>6,222,743</b>	<b>6,680,800</b>	<b>6,729,123</b>	<b>6,898,106</b>	<b>6,898,106</b>	<b>6,898,106</b>
						2.5%	2.5%
<b>Dispatch</b>							
58 Personal Services	555,475	531,401	588,244	605,746	608,851	608,851	608,851
59 Overtime	64,052	76,032	58,770	63,101	61,663	61,663	61,663
60 Purchase of Services	26,460	25,595	38,894	38,894	39,494	39,494	39,494
61 Supplies & Materials	-	-	3,500	3,500	3,500	3,500	3,500
62 Other Charges & Expenses	-	-	1,340	1,340	1,340	1,340	1,340
<b>TOTAL</b>	<b>645,987</b>	<b>633,028</b>	<b>690,748</b>	<b>712,580</b>	<b>714,848</b>	<b>714,848</b>	<b>714,848</b>
						0.3%	0.3%
<b>Building Inspection</b>							
63 Personal Services	493,305	502,945	509,033	523,670	524,168	524,168	524,168
64 Overtime	-	3,314	8,000	8,159	6,000	6,000	6,000
65 Purchase of Services	-	-	-	-	-	-	-

66 Supplies & Materials	106	-	2,000	2,000	1,500	1,500	1,500
67 Other Charges & Expenses	765	1,151	3,000	3,000	1,500	1,500	1,500
<b>TOTAL</b>	<b>494,176</b>	<b>507,410</b>	<b>522,033</b>	<b>536,829</b>	<b>533,168</b>	<b>533,168</b>	<b>533,168</b>
							-0.7%
							-0.7%
<b>Civil Preparedness</b>							
68 Purchase of Services	1,386	485	1,395	1,395	1,395	1,395	1,395
69 Supplies & Materials	970	310	2,350	2,350	2,350	2,350	2,350
70 Other Charges & Expenses	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>2,356</b>	<b>794</b>	<b>3,745</b>	<b>3,745</b>	<b>3,745</b>	<b>3,745</b>	<b>3,745</b>
							0.0%
							0.0%
<b>TOTAL PUBLIC SAFETY</b>	<b>13,523,934</b>	<b>13,687,832</b>	<b>14,928,231</b>	<b>15,035,520</b>	<b>14,996,045</b>	<b>14,996,045</b>	<b>14,996,045</b>
							-0.3%
							-0.3%
<b>Dedham Public Schools*</b>							
Personal Services	32,462,866	35,589,465	36,854,066	36,833,066	38,152,840	38,152,840	38,152,840
Purchase of Services	4,345,972	4,419,942	4,421,899	4,421,899	4,916,149	4,784,149	4,784,149
Supplies & Materials	1,317,057	1,387,062	1,180,277	1,201,277	1,301,467	1,313,467	1,313,467
Other Charges & Expenses	479,879	262,663	124,113	124,113	120,750	120,750	120,750
71 <b>TOTAL: DPS EDUCATION</b>	<b>38,605,774</b>	<b>41,659,131</b>	<b>42,580,355</b>	<b>42,580,355</b>	<b>44,491,206</b>	<b>44,371,206</b>	<b>44,371,206</b>
*Priors include C/F & encumbrances							4.2%
							4.2%
<b>School Facilities</b>	<b>3,677,335</b>	<b>3,495,941</b>	<b>4,068,737</b>	<b>4,090,209</b>	<b>4,178,303</b>	<b>4,178,303</b>	<b>4,178,303</b>
<b>TOTAL: DPS</b>	<b>42,283,109</b>	<b>45,155,072</b>	<b>46,649,092</b>	<b>46,670,564</b>	<b>48,669,509</b>	<b>48,549,509</b>	<b>48,549,509</b>
							4.0%
							4.0%
<b>Regional School Districts</b>							
72 Norfolk Agricultural School	31,440	26,184	26,000	26,000	26,000	26,000	26,000
73 Blue Hills Regional School District	1,601,847	1,872,387	2,000,644	2,000,644	2,008,840	2,008,840	2,046,284
<b>TOTAL</b>	<b>1,633,287</b>	<b>1,898,572</b>	<b>2,026,644</b>	<b>2,026,644</b>	<b>2,034,840</b>	<b>2,034,840</b>	<b>2,072,284</b>
							0.4%
							2.3%
<b>TOTAL (NET) EDUCATION*</b>	<b>40,239,061</b>	<b>43,557,703</b>	<b>44,606,999</b>	<b>44,606,999</b>	<b>46,526,046</b>	<b>46,406,046</b>	<b>46,443,490</b>
*Net of employee benefits							4.0%
							4.1%
<b>Engineering</b>							
74 Personal Services	470,246	502,320	521,887	526,031	537,076	537,076	537,076
75 Purchase of Services	35,246	24,089	59,605	59,605	82,600	82,600	82,600
76 Supplies & Materials	7,738	12,388	16,200	16,200	16,200	16,200	16,200
77 Other Charges & Expenses	5,796	4,150	11,020	11,020	11,020	11,020	11,020
<b>TOTAL</b>	<b>519,026</b>	<b>542,947</b>	<b>608,712</b>	<b>612,856</b>	<b>646,896</b>	<b>646,896</b>	<b>646,896</b>
							5.6%
							5.6%
<b>Public Works</b>							
78 Personal Services	1,595,961	1,704,945	2,090,696	2,091,758	1,907,956	1,907,956	1,907,956
79 Overtime	139,780	158,845	189,000	189,000	189,000	189,000	189,000
80 Purchase of Services*	617,049	1,486,050	1,359,175	1,359,175	1,444,175	1,444,175	1,444,175
81 Supplies & Materials	280,263	298,791	325,950	325,950	325,950	325,950	325,950
82 Other Charges & Expenses	8,219	23,731	14,000	14,000	14,000	14,000	14,000
<b>TOTAL</b>	<b>2,641,272</b>	<b>3,672,362</b>	<b>3,978,821</b>	<b>3,979,883</b>	<b>3,881,081</b>	<b>3,881,081</b>	<b>3,881,081</b>
*Moved from Street Lighting							-2.5%
							-2.5%
<b>Snow &amp; Ice</b>							
83 Snow & Ice Expenditures	970,103	633,207	677,000	677,030	677,000	677,000	677,000
<b>TOTAL</b>	<b>970,103</b>	<b>633,207</b>	<b>677,000</b>	<b>677,030</b>	<b>677,000</b>	<b>677,000</b>	<b>677,000</b>
							0.0%
							0.0%
<b>Street Lighting</b>							
84 Street Lighting*	141,570	-	-	-	-	-	-
<b>TOTAL</b>	<b>141,570</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
*Moved to Public Works budget							0.0%
							0.0%
<b>Rubbish &amp; Recycling</b>							
85 Rubbish/Recycling	2,214,203	2,414,134	2,780,000	2,780,000	2,930,150	2,930,150	2,780,150
<b>TOTAL</b>	<b>2,214,203</b>	<b>2,414,134</b>	<b>2,780,000</b>	<b>2,780,000</b>	<b>2,930,150</b>	<b>2,930,150</b>	<b>2,780,150</b>
							5.4%
							0.0%
<b>TOTAL PUBLIC WORKS</b>	<b>6,486,174</b>	<b>7,262,651</b>	<b>8,044,533</b>	<b>8,049,769</b>	<b>8,135,127</b>	<b>8,135,127</b>	<b>7,985,127</b>

						1.1%	-0.8%
<b>Facilities - Town</b>							
86 Personal Services	402,159	502,063	635,903	630,088	706,046	706,046	706,046
87 Overtime	7,137	6,973	18,824	18,928	18,824	18,824	18,824
88 Purchase of Services	373,021	421,239	571,357	563,276	571,357	571,357	571,357
89 Supplies & Materials	109,181	115,941	157,195	157,195	157,195	157,195	157,195
90 Utilities	414,216	381,179	658,227	658,227	683,997	683,997	683,997
91 Other Charges & Expenses	4,413	9,341	2,926	2,926	2,926	2,926	2,926
<b>TOTAL</b>	<b>1,310,128</b>	<b>1,436,735</b>	<b>2,044,432</b>	<b>2,030,640</b>	<b>2,140,345</b>	<b>2,140,345</b>	<b>2,140,345</b>
						5.4%	5.4%
<b>Facilities - School</b>							
92 Personal Services	1,798,029	1,774,677	1,934,850	1,956,322	1,978,491	1,978,491	1,978,491
93 Overtime	170,826	167,902	182,100	182,100	186,652	186,652	186,652
94 Purchase of Services	502,536	451,222	481,043	481,043	481,043	481,043	481,043
95 Supplies	209,099	190,512	233,637	233,637	233,637	233,637	233,637
96 Utilities	996,845	908,666	1,234,607	1,234,607	1,295,980	1,295,980	1,295,980
97 Other Charges & Expenses	-	2,962	2,500	2,500	2,500	2,500	2,500
<b>TOTAL</b>	<b>3,677,335</b>	<b>3,495,941</b>	<b>4,068,737</b>	<b>4,090,209</b>	<b>4,178,303</b>	<b>4,178,303</b>	<b>4,178,303</b>
						2.2%	2.2%
<b>TOTAL FACILITIES</b>	<b>4,987,463</b>	<b>4,932,676</b>	<b>6,113,169</b>	<b>6,120,849</b>	<b>6,318,648</b>	<b>6,318,648</b>	<b>6,318,648</b>
						3.2%	3.2%
<b>Board of Health</b>							
98 Personal Services	366,649	340,458	374,457	365,302	401,281	401,281	401,281
99 Purchase of Services	1,967	42,170	1,600	44,524	1,600	1,600	1,600
100 Supplies & Materials	662	1,004	1,100	1,100	1,850	1,850	1,850
101 Other Charges & Expenses	19,565	16,342	22,700	22,700	22,700	22,700	22,700
<b>TOTAL</b>	<b>388,843</b>	<b>399,973</b>	<b>399,857</b>	<b>433,627</b>	<b>427,431</b>	<b>427,431</b>	<b>427,431</b>
						-1.4%	-1.4%
<b>Council On Aging</b>							
102 Personal Services	225,533	242,333	264,391	271,200	280,903	280,903	280,903
103 Purchase of Services	6,473	4,660	15,000	15,000	15,000	15,000	15,000
104 Supplies & Materials	7,098	6,621	27,500	27,500	27,500	27,500	27,500
105 Other Charges & Expenses	1,762	581	2,700	2,700	2,700	2,700	2,700
<b>TOTAL</b>	<b>240,866</b>	<b>254,196</b>	<b>309,591</b>	<b>316,400</b>	<b>326,103</b>	<b>326,103</b>	<b>326,103</b>
						3.1%	3.1%
<b>Youth Commission</b>							
106 Personal Services	300,313	305,306	88,739	313,918	320,004	320,004	320,004
107 Purchase of Services	2,467	4,586	5,150	5,000	5,000	5,000	5,000
108 Supplies & Materials	314	3,866	300	1,750	1,750	1,750	1,750
109 Other Charges & Expenses	1,475	1,050	186,000	1,900	1,900	1,900	1,900
<b>TOTAL</b>	<b>304,569</b>	<b>314,808</b>	<b>280,189</b>	<b>322,568</b>	<b>328,654</b>	<b>328,654</b>	<b>328,654</b>
						1.9%	1.9%
<b>Veterans Services</b>							
110 Personal Services	86,481	58,299	88,739	89,967	82,904	82,904	82,904
111 Purchase of Services	1,094	857	5,150	5,150	5,150	5,150	5,150
112 Supplies & Materials	200	-	300	300	300	300	300
113 Other Charges & Expenses	148,522	109,402	186,000	186,000	186,000	186,000	186,000
<b>TOTAL</b>	<b>236,297</b>	<b>168,558</b>	<b>280,189</b>	<b>281,417</b>	<b>274,354</b>	<b>274,354</b>	<b>274,354</b>
						-2.5%	-2.5%
<b>TOTAL HUMAN SERVICES</b>	<b>1,170,575</b>	<b>1,137,535</b>	<b>1,269,826</b>	<b>1,354,011</b>	<b>1,356,542</b>	<b>1,356,542</b>	<b>1,356,542</b>
						0.2%	0.2%
<b>Library</b>							
114 Personal Services	977,365	895,314	1,143,545	1,166,582	1,159,483	1,159,483	1,159,483
115 Overtime	8,225	12,899	12,000	12,258	12,000	12,000	12,000
116 Purchase of Services	73,368	92,579	108,260	108,260	106,366	106,366	106,366
117 Supplies & Materials	216,250	236,068	239,000	239,000	227,876	227,876	227,876
118 Other Expenses	6,884	6,622	8,700	8,700	8,700	8,700	8,700
<b>TOTAL</b>	<b>1,282,092</b>	<b>1,243,482</b>	<b>1,511,505</b>	<b>1,534,800</b>	<b>1,514,425</b>	<b>1,514,425</b>	<b>1,514,425</b>

						-1.3%	-1.3%
<b>Parks &amp; Recreation</b>							
119 Personal Services	666,194	743,471	679,856	668,128	752,146	752,146	752,146
120 Overtime	9,637	8,481	11,500	11,500	17,250	17,250	17,250
121 Purchase of Services	48,880	18,562	41,000	41,000	39,000	39,000	39,000
122 Supplies & Materials	124,310	120,075	144,000	144,000	144,000	144,000	144,000
123 Utilities	160	1,488	2,250	2,250	-	-	-
124 Other Charges & Expenses	600	757	600	600	50,600	50,600	600
<b>TOTAL</b>	<b>849,781</b>	<b>892,834</b>	<b>879,206</b>	<b>867,478</b>	<b>1,002,996</b>	<b>1,002,996</b>	<b>952,996</b>
						15.6%	9.9%
<b>Endicott Estate</b>							
125 Personal Services	137,988	153,331	155,551	156,770	165,109	165,109	165,109
126 Purchase of Services	17,698	18,298	17,650	17,650	17,650	17,650	17,650
127 Supplies & Materials	3,451	2,281	5,000	5,000	5,000	5,000	5,000
128 Other Charges & Expenses	-	-	1,900	1,900	1,900	1,900	1,900
<b>TOTAL</b>	<b>159,138</b>	<b>173,910</b>	<b>180,101</b>	<b>181,320</b>	<b>189,659</b>	<b>189,659</b>	<b>189,659</b>
						4.6%	4.6%
<b>Civic &amp; Cultural Programs</b>							
129 Civic Pride	20,000	20,000	20,000	20,000	20,000	20,000	20,000
130 Cultural Council	10,000	10,000	10,000	10,000	10,000	10,000	10,000
<b>TOTAL</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>
						0.0%	0.0%
<b>TOTAL CULTURE &amp; RECREATION</b>	<b>2,321,011</b>	<b>2,340,227</b>	<b>2,600,812</b>	<b>2,613,597</b>	<b>2,737,080</b>	<b>2,737,080</b>	<b>2,687,080</b>
						4.7%	2.8%
<b>Debt Service</b>							
Principal On Debt	8,134,716	7,812,883	7,716,825	7,716,825	8,430,825.00	8,430,825.00	8,430,825.00
Interest	3,337,100	3,302,513	3,212,619	3,212,619	3,819,174.99	3,819,174.99	3,819,174.99
131 <b>TOTAL DEBT SERVICE*</b>	<b>11,471,816</b>	<b>11,115,396</b>	<b>10,929,444</b>	<b>10,929,444</b>	<b>12,250,000</b>	<b>12,250,000</b>	<b>12,250,000</b>
						12.1%	12.1%
<b>Thereof: Excluded Debt</b>							
Excluded Debt Service	2,753,198	2,426,973	2,356,673	2,474,168	2,392,823	2,392,823	2,392,823
Premium Adjustment	(32,843)	(29,061)	(26,194)	(26,194)	(23,951)	(23,951)	(23,951)
<b>TOTAL EXCLUDED DEBT SERVICE</b>	<b>2,720,355</b>	<b>2,397,912</b>	<b>2,330,479</b>	<b>2,447,974</b>	<b>2,368,872</b>	<b>2,368,872</b>	<b>2,368,872</b>
Major Capital Debt Service*	3,864,633	4,142,377	4,036,922	4,036,922	5,377,113	5,377,113	5,377,113
*Major capital debt service is paid for by transfer from RR Major Capital Stabilization fund.							
<b>Employee Benefits</b>							
132 Unemployment	20,924	7,266	35,000	35,000	50,000	50,000	50,000
133 Medicare Tax	822,715	851,897	16,500	800,000	875,000	875,000	875,000
134 Health Insurance	10,973,285	10,631,510	4,103,261	11,687,000	12,096,045	12,096,045	12,096,045
135 OPEB Liability Contribution*	1,724,479	1,680,142	438,937	438,937	-	-	-
136 Pensions, Contributory	5,124,523	3,690,062	800,000	4,103,261	4,306,080	4,306,080	4,306,080
137 Pensions, Non-Contributory	15,007	15,890	46,000	16,500	-	-	-
138 Deferred Compensation	-	-	11,687,000	-	-	-	-
139 Life Insurance	45,421	46,594	-	46,000	46,000	46,000	46,000
140 111F Claims	45,170	5,000	45,000	45,000	45,000	45,000	45,000
<b>TOTAL BENEFITS</b>	<b>18,771,524</b>	<b>16,928,360</b>	<b>17,171,698</b>	<b>17,171,698</b>	<b>17,418,125</b>	<b>17,418,125</b>	<b>17,418,125</b>
						1.4%	1.4%
*OPEB contribution made by transfer out							
<b>TOTAL OPERATING EXPENDITURE</b>	<b>104,476,000</b>	<b>106,491,302</b>	<b>112,232,901</b>	<b>112,675,140</b>	<b>117,405,312</b>	<b>117,285,312</b>	<b>117,122,756</b>
Personal Services	55,454,371	58,920,911	62,346,075	62,700,019	65,172,275	65,172,275	65,172,275
Other Expense	49,021,630	47,570,392	49,886,826	49,975,122	52,233,037	52,113,037	51,950,481
<b>Total Expense</b>	<b>104,476,000</b>	<b>106,491,302</b>	<b>112,232,901</b>	<b>112,675,140</b>	<b>117,405,312</b>	<b>117,285,312</b>	<b>117,122,756</b>

From system budget must subtract intergovernmental charges recorded elsewhere in budget

#### 4. CAPITAL IMPROVEMENTS BUDGET

**ARTICLE FOUR:** To see what sum of money the Town will vote to raise and appropriate, transfer from available funds or borrow to implement capital improvements and capital projects, or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

**RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE:** The Finance and Warrant Committee voted 8-1 that the sum of \$1,600,000.00 be appropriated from the Sewer Enterprise Fund to pay for the costs of items 2 and 10, and that the Town borrow \$5,103,167.00 to pay for the costs of items 1, 3, 4, 11 thru 17, 20, 22 thru 29, 32, and 36 thru 39 as showing in the column labeled “FinCom” in the following table, and to meet this appropriation, the Treasurer, with the approval of the Select Board, is authorized to borrow said amount under and pursuant to Chapter 44, Sections 7 and 8 of the General Laws, or any other enabling authority, and issue bonds and notes therefor; provided further that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

Article 4 funds capital requests for FY2022.
--



Line #	Department	Project Description	Recommendations			Funding Source - General Fund				Funding Source - Enterprise	
			Org Req.	CEC Rec	FWC Rec	Tax Levy	Free Cash	Lease	Bond (Debt)	Enterprise (Reserves)	Enterprise (Bonded)
1	DPW	Sidewalks	500,000	-	500,000				500,000		
2	DPW	Sewer Repairs	600,000	600,000	600,000				-		600,000
3	DPW	Roads	900,000	675,000	675,000				675,000		
4	DPW	Transfer Station Demo	3,000,000	3,000,000	1,200,000				1,200,000		
5	DPW	Sprague Street Sidewalk	250,000	-	-				-		
6	DPW	River Street Drainage Improvements	260,000	260,000	-				-		
7	DPW	Gradall	345,000	-	-				-		
8	DPW	Crane Street Drainage Improvements	80,000	80,000	-				-		
9	DPW	Brookdale Cemetery Lawn Crypts	120,000	120,000	-				-		
10	Engineering	Inflow & Infiltration	1,000,000	1,000,000	1,000,000				-		1,000,000
11	Engineering	Greenlodge Street Corridor Improvements	84,000	84,000	84,000				84,000		
12	Engineering	Elm St/Rustcraft Rd/Bussey St TIP - Design	180,000	180,000	180,000				180,000		
<b>Public Works</b>			<b>7,319,000</b>	<b>5,999,000</b>	<b>4,239,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,639,000</b>		<b>1,600,000</b>
13	Environmental	Electric Vehicle & Charging Station	32,000	-	20,000				20,000		
<b>General Government</b>			<b>32,000</b>	<b>-</b>	<b>20,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,000</b>		<b>-</b>
14	Facilities	DPW Roof Replacements - Mechanics/P&R garages	85,000	85,000	85,000				85,000		
15	Facilities	Endicott Sprinklers/Utility Excavation (add'l funding)	168,000	168,000	168,000				168,000		
16	Facilities	Security Cameras - Phase 2 Town Buildings	30,000	22,000	22,000				22,000		
17	Facilities	Siemens HVAC Controls Upgrade	70,000	16,000	16,000				16,000		
18	Facilities	DPW Cemetery Fire Alarm System	10,000	10,000	-				-		
19	Facilities	DPW Main Entrance ADA Vestibule	200,000	-	-				-		
<b>Town Facilities</b>			<b>563,000</b>	<b>301,000</b>	<b>291,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>291,000</b>		<b>-</b>
20	Fire	Engine & Ladder Trucks / Engine 3	660,000	660,000	660,000				660,000		
21	Fire	Rescue Equipment / Extrication Equipment for Engine 5	37,000	-	-				-		
22	Police	Police Vehicles	209,300	174,000	174,000				174,000		
23	Police	Mobile Data Terminals (9)	32,337	32,337	32,337				32,337		
24	Police	Two-Way Radios	149,475	110,000	110,000				110,000		
<b>Public Safety</b>			<b>1,088,112</b>	<b>976,337</b>	<b>976,337</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>976,337</b>		<b>-</b>
25	School Facilities	Asbestos Abatement	100,000	75,000	75,000				75,000		
26	School Facilities	Office ADA Renovations	150,000	150,000	150,000				150,000		
27	School Facilities	SPED Program Needs	25,000	25,000	25,000				25,000		
28	School Facilities	Roof Repairs	100,000	100,000	100,000				100,000		
29	School Facilities	DHS Electrical Infrastructure	125,000	125,000	125,000				125,000		

30	School Facilities	Gym Improvements	20,000	-	-	-	-	-	-	
31	School Facilities	Plumbing Renovations	30,000	30,000	-	-	-	-	-	
32	School Facilities	Modernize Library Spaces	400,000	285,000	400,000	-	-	400,000	-	
33	School Facilities	DHS Turf Field and Track Replacement	300,000	300,000	-	-	-	-	-	
34	School Facilities	DHS Window Replacement	100,000	-	-	-	-	-	-	
35	School Facilities	School Fields/Backstops	75,000	22,200	-	-	-	-	-	
36	School Facilities	Entrance Safety Vestibules	50,000	50,000	50,000	-	-	50,000	-	
37	School Technology	Computer Refresh	137,830	137,830	137,830	-	-	137,830	-	
38	School Technology	Avery Interactive Board Replacement	84,000	84,000	84,000	-	-	84,000	-	
<b>School Facilities</b>			<b>1,696,830</b>	<b>1,384,030</b>	<b>1,146,830</b>	<b>-</b>	<b>-</b>	<b>1,146,830</b>	<b>-</b>	
<hr/>										
39	Council On Aging	Passenger Van	50,000	30,000	30,000	-	-	30,000	-	
<b>Human Services</b>			<b>50,000</b>	<b>30,000</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>30,000</b>	<b>-</b>	
<hr/>										
<b>Total All Capital:</b>			<b>10,748,942</b>	<b>8,690,367</b>	<b>6,703,167</b>	<b>-</b>	<b>-</b>	<b>5,103,167</b>	<b>1,600,000</b>	

## 5. PRIOR YEARS BILLS

**ARTICLE FIVE:** *By the Director of Finance:* To see what sum of money the Town will vote to raise and appropriate, or transfer from available funds for payment of outstanding bills of prior fiscal years, or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

**RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE:** That the sum of \$1,395.00 be paid to HUB Technical Services, Inc. for an FY'20 invoice, and that said sum be transferred and appropriated from FY'21 line item 12205100 519110 for such purposes.

Article 5 appropriates funds which enables the Town to pay for prior year bills.
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## 6. LINE ITEM TRANSFERS FOR CURRENT FISCAL YEAR

**ARTICLE SIX:** *By the Finance Committee:* To see what sum of money the Town will vote to raise and appropriate, or transfer from available funds to meet additional expenses of the current fiscal year not adequately funded under Article Three of the 2020 Spring Annual Town Meeting (FY'21) or any other article thereof, or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

**RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE:** That the following sums of money, totaling \$1,175,200.00, be transferred from available funds as scheduled on the following chart to meet additional expenses for the current fiscal year:

FROM				TO		
LIT #	Department Name	Code Description	Amount	Department Name	Code Description	Amount
1	Selectmen	Personnel Services	267,379	Finance	Overtime	600
2	Police	Overtime	31,221	Purchasing	Overtime	1,000
				Assessing	Personal Services	11,000
				Town Clerk	Personal Services	12,000
				Planning Board	Personal Services	10,000
				Economic Development	Personal Services	4,000
				Police	Personal Services	20,000
				Building Inspection	Personal Services	12,000
				Facilities - Town	Overtime	8,000
				Council on Aging	Personal Services	10,000
				Parks & Recreation	Personal Services	10,000
				Employee Benefits	Personal Services	30,000
				Employee Benefits	Personal Services	130,000
				Employee Benefits	Personal Services	40,000
3	Police	Overtime	10,000	Town Clerk	Purchased Services	10,000
				Selectmen	Purchased Services	10,000
				Finance	Purchased Services	100,000
				Finance	Purchased Services	29,000
				Finance	Supplies & Materials	1,000
				Finance	Personal Services	20,000
				Planning Board	Purchased Services	5,000
				Public Works	Purchased Services	100,000
				Public Works	Supplies & Materials	40,000
				Health	Other Expense	4,000
5	Fire	Purchased Services	20,000	Facilities - School	Purchased Services	30,000
	Fire	Supplies & Materials	10,000			
6	Human Resources	Personnel Services	10,000	Facilities - School	Purchased Services	12,000
7	Public Works	Personnel Services	1,221			
8	Conservation	Personnel Services	779			
9	Police	Overtime	8,779	Health	Purchased Services	15,000
10	Conservation	Personnel Services	6,221			
11	Finance	Personnel Services	5,000	Health	Purchased Services	8,000
12	Conservation	Personnel Services	3,000			
13	Facilities - School	Utilities	92,600	Facilities - School	Purchased Services	92,600
14	Free Cash	Free Cash	400,000	Snow & Ice	Other Expense	400,000
	Total		1,175,200			1,175,200
	Surplus / Deficit		-			-

LIT #	
1	Reclassify - Excess balance for settling contracts in FY21 to stabilize various departments to ensure funding
2	Reclassify - Potential excess OT for stabilization of various personnel lines
3	Reclassify - Excess for police details charged to Town for ATM

4	Reclassify - Excess from attrition. To support the following:
	1) Additional cost for audit services, 2) Additional costs for consulting services for unfilled Finance FTE positions, 3) replacement cost of computer equipment, 4) Ensure coverage of costs, 5) Transition coverage for onboarding, 6) ensure coverage for line items, 7) underbudgeted line for ground/tree line, 8) underbudgeted line for paving materials, 9) coverage of underbudgeted line for non-COVID general testing supplies
5	Reclassify - Savings from timing of repairs. Transfer to School cover additional grounds maintenance and repair
6	Reclassify - Excess from timing of hiring a HR Dir. To cover misc expenses.
7	Reclassify - Excess from attrition. To cover misc expenses.
8	Reclassify - Excess from moved employee . To cover misc expenses.
9	Reclassify - Potential excess OT to cover increased expenses over FY21
10	Reclassify - Excess from moved employee to cover increased expenses of FY21
11	Reclassify - Excess from timing of Dir of Finance hire date to cover health FY21 additional costs
12	Reclassify - Excess from moved employee to cover Health FY21 additional costs
13	Reclassify - Excess from unfilled schools to cover cost of heating unit
14	Appropriate - from available reserves to cover additional costs of winter event if FY21

Article 6 transfers money from one municipal account to another for the payment of additional expenses in the current fiscal year ending June 30, 2021.

**7. SPECIAL PURPOSE STABILIZATION FUNDS, DEPOSIT FUNDS**

**ARTICLE SEVEN:** *By the Director of Finance.* To see what sum or sums of money the Town will vote to raise and appropriate or transfer from available funds to one or more special purpose stabilization funds, or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

**RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE:** That the sum of \$1,250,000.00 be raised and appropriated to the Robin Reyes Major Capital Facilities Stabilization Fund.

Article 7 adds to the balance of this fund.

**8. SPECIAL PURPOSE STABILIZATION FUNDS, APPROPRIATION**

**ARTICLE EIGHT:** *By the Director of Finance.* To see what sum of money the Town will vote to appropriate from any special purpose fund or from one or more special purpose stabilization funds, to one or more of the stated purposes for such funds to be expended at the direction of a specified officer or multiple member body of the Town, or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

**RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE:** That the sum of \$5,377,113.00 be appropriated from the Robin Reyes Major Capital Facilities Stabilization Fund for the purpose of paying debt service for Fiscal Year 2022; that the sum of \$260,619.13 be appropriated from Special Revenue Fund for Cable for Public, Education and Government programming, to be paid to Dedham Visionary Access Corp., and that the sum of \$1,500,000.00 to be appropriated from the General Stabilization Fund to the General Fund for FY'22 budget purposes.

Article 8 authorizes an expenditure from the Robin Reyes Major Capital Facilities Stabilization Fund to pay debt service for Fiscal Year 2022, the quarterly payment to Dedham Visionary Access Corp from cable subscriber revenues paid to the Town, and an appropriation from the General Stabilization Fund to the General Fund for Fiscal Year 2022 budget purposes.

**9. DEPARTMENTAL REVOLVING FUNDS**

**ARTICLE NINE:** *By the Town Manager.* To see if the Town will vote, pursuant to G.L. c.44, §53E½, to amend Section 39-40(b) of the General Bylaws, Revolving Funds, to alter any of the expenditure limits set forth therein, or take any other action relative thereto. *Referred to By Law Review Committee and Finance and Warrant Committee for study and report.*

**RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE:** That the Town vote to amend Section 39-40(b) as follows, with the text to be inserted shown in bold and text to be deleted shown in strikethrough:

	Current Spending Limit	Proposed Spending Limit
Board of Health	<del>\$15,000.00</del>	<b>\$25,000.00</b>
Council on Aging	<del>\$15,000.00</del>	<b>\$35,000.00</b>
<del>Veterans Services</del>	<del>\$5,000.00</del>	<del>\$0.00</del>

and further to amend Section 39-39 by deleting the text shown in strikethrough ~~Veterans' Fund (paying costs and expenses related to said programs)~~, and that said balance of \$1,495.14 close to the General Fund.

Article 9 increases the authority to spend limit in the revolving accounts for Board of Health and Council on Aging, and eliminates the revolving fund previously authorized for Veterans Services, with the balance of the fund closing to the General Fund.

10. **SEWER ENTERPRISE FUND**

**ARTICLE TEN:** *By the Director of Finance.* To see what sum of money the Town will vote to raise and appropriate or transfer from available funds to operate the Sewer Enterprise Fund for the fiscal year commencing on July 1, 2022, or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

**RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE:** That the following sums listed under the heading "Revenues" be raised or transferred from available funds to operate the Sewer Enterprise Fund for FY2022, and, further, to approve the FY2022 budget for the Sewer Enterprise, including amounts appropriated under Article 4 and included herein for reference only, all as set forth in the chart:

	FY2019 Rev Budget	FY2020 Rev Budget	FY2021 Rev Budget	FY2022 Budget
<b>Sewer Enterprise</b>				
<b>Revenues</b>				
Sewer Receipts	7,800,000	7,400,000	7,379,532	7,611,986
Reserves	876,273	-	-	-
<b>Total Revenues</b>	<b>8,676,273</b>	<b>7,400,000</b>	<b>7,379,532</b>	<b>7,611,986</b>
<b>Direct Operating</b>				
Personal Services	48,504	97,668	166,145	169,468
MWRA Assessment	5,643,546	5,913,520	5,877,037	6,117,518
Other Expenses	260,000	276,775	400,000	400,000
<b>Direct Operating</b>	<b>5,952,050</b>	<b>6,287,963</b>	<b>6,443,182</b>	<b>6,686,986</b>
Capital Outlay Transfers	1,870,000	300,000	140,000	140,000
<b>Total Direct Expenditures</b>	<b>7,822,050</b>	<b>6,587,963</b>	<b>6,583,182</b>	<b>6,826,986</b>
Indirect Expenditures (Rev to GF)	854,223	812,037	796,350	785,000
<b>Total Enterprise Expenditures</b>	<b>8,676,273</b>	<b>7,400,000</b>	<b>7,379,532</b>	<b>7,611,986</b>

Article 10 authorizes the budget for the operation, maintenance, and extension of the sewer system and the billing and collection of sewer use fees as an enterprise fund in Fiscal Year 2022.

11. **MANDATED STORMWATER PERMIT-PHASE II**

**ARTICLE ELEVEN:** *By the Director of Engineering.* To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money for the purpose of complying with the Town’s National Pollutant Elimination Discharge System (NPDES) Phase II Stormwater General Permit for Small Municipal Separate Storm Sewer Systems (MS4) issued by the Environmental Protection Agency (EPA) or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

**RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE:** That the sum of \$422,500.00 be transferred from Free Cash for the purpose of paying costs associated with the Town’s National Pollutant Discharge Elimination System (NPDES) Phase II Stormwater General Permit for Small Municipal Separate Storm Sewer Systems (MS4) issued by the Environmental Protection Agency (EPA).

Article 11 authorizes an expenditure to complete phase II of a mandated permit program.



12. **REPORTS OF COMMITTEES**

**ARTICLE TWELVE:** *By Town Meeting Vote:* To hear and act upon the reports of the various Town Committees, as required by vote of prior Town Meetings; to see what sum of money the Town will vote to raise and appropriate, transfer from available funds, or borrow to carry out the recommendations of said committees; or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

**RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE:** That it be so voted to accept the Interim Reports of the Electronic Voting Committee and the Snow Removal Committee.

Article 12 Accepts reports from the Electronic Voting Committee and the Snow Removal Committee.
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13. **APPROPRIATION FOR PROPOSED TRENTON ROAD PLAYGROUND**

**ARTICLE THIRTEEN:** *By District 5 Town Meeting Members Carlene Campbell Hegarty, Kerry Hawkins, Marianne Martin and P.J. McGowan.* To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to design, construct, and equip the property known as Trenton Road Playground, 96 Trenton Rd, identified in Assessor's Records as Parcel 183-8, to include a less than 5,000 sq.ft. fully ADA accessible playground with poured in place rubber, as well as demolition and site preparation, and any and all incidental and related expenses; and, as funding therefor, authorize the Treasurer, with the approval of the Board of Selectmen, to borrow such sum of money pursuant to G.L. c.44, §§7 or 8 or any other enabling authority and issue bonds and notes therefor; provided further that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs; authorize the Board of Selectmen to apply for, accept, and expend any grants or loans in connection herewith; and to authorize the Board of Selectmen to enter into all agreements, execute any and all documents, and take all action necessary to carry out this project, or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

**RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE:** The Finance and Warrant Committee voted 8-0-1 that the Town vote to appropriate \$389,000.00 to design, construct, and equip the property known as Trenton Road Playground, 96 Trenton Rd, identified in Assessor's Records as Parcel 183-8, and also to include demolition and site preparation, and any and all incidental and related expenses; and, as funding therefor, to authorize the Treasurer, with the approval of the Select Board, to borrow such sum of money pursuant to G.L. c.44, §7 or 8 or any other enabling authority and issue bonds and notes therefor; provided further that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs; authorize the Select Board to apply for, accept, and expend any grants or loans in connection herewith; and to authorize the Select Board to enter into all agreements, execute any and all documents.

Article 13 would authorize borrowing in the amount of \$389,000.00 for the design, construction and equipping of a new playground known as the Trenton Road Playground.

14. **ZONING AMENDMENT – SECTION 4.5.1**

**ARTICLE FOURTEEN:** *By District 7 Town Meeting Representative Peter A. Zahka, II*

To see if the Town will vote to amend Section 4.5.1 of the Dedham Zoning By-Law by adding at the end thereof the following new subsection:

d. A lot which otherwise satisfies the requirements and conditions of this Section shall retain its status as separate building lot notwithstanding said lot is occupied by a garage, shed, or similar accessory structure,

or take any other action relative thereto. *Referred to Planning Board for study and report.*

**RECOMMENDATION OF THE PLANNING BOARD:** That it be so voted.

Article 14 would amend Section 4.5.1 (Special Lot Size Exceptions for Dwellings) of the Dedham Zoning Bylaw by allowing lots that otherwise satisfy the requirements and conditions to certain vacant lots in the Town, to retain their protected status if such lot is occupied by a garage, shed, or similar accessory structure.

15. **AUTHORIZATION FOR TWO YEAR CONTRACT EXTENSION FOR EMERGENCY AMBULANCE SERVICES WITH FALLON AMBULANCE**

**ARTICLE FIFTEEN:** *By the Town Manager.* To see if the Town will vote, in accordance with Chapter 73 “Purchasing,” and specifically, Section 73-5 “Contracts not to extend more than three years unless authorized,” to authorize a two-year extension to a contract with Fallon Ambulance to provide Emergency Ambulance Services for the Town of Dedham for the period January 1, 2021 to December 31, 2023, or take any other action relative thereto. *Referred to By Law Review Committee and Finance and Warrant Committee for study and report.*

**RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE:** That it be so voted, with the contract period to end December 31, 2022.

Article 15 would authorize the second of two, two-year extensions with Fallon Ambulance to provide Emergency Ambulance Services to the Town of Dedham.

16. **PETITION TO THE GENERAL COURT RE: PROPOSED CHARTER AMENDMENT**

**ARTICLE SIXTEEN:** *By Board of Health Members Leanne Jasset, Kathy Reda and Mary Ellard.*

To see if the Town will vote to authorize the Select Board to petition the General Court to adopt the following legislation amending the Town Charter to revise the authority of Town Manager with respect to the appointment and supervision of the Health Department Director, the department head for the Board of Health, and to transfer such authority to said Board of Health, all as set forth below, provided, however, that the General Court may make changes of form only to such petition unless authorized by the Select Board, and to authorize the Select Board to approve such amendments as may be requested that are within the scope of the public purposes of this petition, or take any other action relative thereto.

An Act to Amend the Charter of the Town of Dedham

SECTION 1. Notwithstanding any general or special law to the contrary, the charter of the town of Dedham as on file with the archivist of the commonwealth as required by section 3 of chapter 43B of the general laws is amended by inserting at the end of section 3-6 of article 3 the following new subsection:-  
(c) Powers and Duties — The board of health may annually appoint a health department director for a term of one year and until a successor is chosen and qualified, and who may be removed by the board at any time when, in the judgment of the board, the public interest so requires; any vacancy may be filled by the board for the remainder of the unexpired term. Such director shall be subject to the town’s personnel bylaws and policies as they may be amended from time to time, and to any other requirements applicable to all town employees, including but not limited to compliance with periodic conflict of interest law certification.

SECTION 2. Article 4 of the said charter of the town of Dedham is hereby amended by deleting the first sentence of subsection (b) of section 4-2, by inserting after the words “parks and recreation commission” the following: and board of health

SECTION 3. Said article 4 of said charter of the town of Dedham is hereby further amended by inserting after the words “park and recreation director” the following: and health department director,

or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

**RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE:** That it be indefinitely postponed.

Article 16 would authorize the Select Board to petition the General Court to amend the Town Charter to revise the authority of the Town Manager with respect to the appointment and supervision of the Health Director.
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17. **PROPOSED CHARTER AMENDMENT – SECTION 6-4 NOTICE OF VACANCIES**

**ARTICLE SEVENTEEN:** *By Select Board Member Dimitria Sullivan.* To see if the

Town will vote to amend the Dedham Charter, Section 6-4 Notice of Vacancies, by inserting the following underlined text:

Whenever a vacancy occurs in any town office or town employment or on any multiple member body, except for positions covered under the civil service laws, whether by reason of death, resignation, expiration of a fixed term for which a person has been appointed or otherwise, the appointing authority shall cause public notice of the vacancy to be posted on the town bulletin boards, town website and other available electronic media. No permanent appointment to fill such a position shall be effective until at least 14 days following such posting. Any person who desires to be considered for appointment to the position may, within 10 days following the date the notice is posted or such later date as set forth in the posting, file with the select board or other appointing authority a statement which sets forth in clear and specific terms the qualifications which such person holds for the position. Further, the town shall provide written or electronic notice to those members of appointed multiple-member bodies whose terms are expiring no later than 90 days prior thereto; provided, however, that failure to provide such notice on or before the date indicated shall not extend the term of such appointment.

or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

**RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE:** That it be so voted and further, that the Select Board be authorized to file with the General Court a Home Rule Petition for such purposes; and further that the General Court be authorized to make changes of form only to such petition unless authorized by the Select Board, and to authorize the Select Board to approve such amendments as may be requested that are within the scope of the public purposes of this petition.

Article 17 amends the existing Section 6-4 of the Dedham Charter, Notice of Vacancies, to include language regarding posting of vacancies on the Town website and other available electronic media, and providing notice to members of multiple member bodies whose terms are expiring.

18. **REVISION AND ACCEPTANCE OF STATUTES RELATING TO PROCEDURES TO ENFORCE PARKING VIOLATIONS**

**ARTICLE EIGHTEEN:** *By the Town Manager.* To see if the Town will vote to rescind its acceptance of M.G.L. Chapter 90, Section 20A1/2, relating to the Town's ability and applicable procedures to enforce parking violations, and to accept in its place the provisions of M.G.L. Chapter 90, Section 20A, for the same purpose, or take any other action relative thereto. *Referred to Finance and Warrant Committee for study and report.*

**RECOMMENDATION OF THE FINANCE AND WARRANT COMMITTEE:** The Finance and Warrant Committee voted 8-1 that it be so voted.

Article 18 would rescind the prior acceptance of MGL Ch. 90 Sec. 20A1/2, and authorize the acceptance of MGL Ch. 90 Sec. 20A, both of which relate to the Town's ability and applicable procedures to enforce parking violations.
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## **APPENDICES**

## FULL-TIME EQUIVALENT POSITIONS

<b>DEDHAM FTE's</b>	<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>	<b>FY2019</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Request</b>	<b>Request</b>
Administration	35.5	35.7	33.0	32.6	32.2	32.7	33.2	34.0	38.0
Public Safety	141.0	141.0	141.0	145.0	145.0	145.0	145.0	142.0	142.0
Public Works	28.0	28.0	28.0	28.0	28.0	28.4	28.4	29.4	28.4
Combined Facilities	32.5	32.5	32.5	33.5	38.5	40.8	40.9	39.9	41.5
Health & Human Services	13.8	13.8	13.6	13.3	13.3	13.7	14.4	14.9	14.9
Culture & Recreation	27.1	27.5	27.5	27.5	30.0	28.9	28.9	27.9	27.9
Town	<b>277.8</b>	<b>278.4</b>	<b>275.6</b>	<b>279.9</b>	<b>287.0</b>	<b>289.4</b>	<b>290.9</b>	<b>288.2</b>	<b>292.8</b>
Education (non-grant)	<b>515.0</b>	<b>486.2</b>	<b>490.3</b>	<b>500.7</b>	<b>493.9</b>	<b>495.6</b>	<b>509.1</b>	<b>509.9</b>	<b>511.5</b>
Enterprise	-	-	-	-	-	<b>0.6</b>	<b>1.6</b>	<b>1.6</b>	<b>1.6</b>
	<b>792.8</b>	<b>764.6</b>	<b>765.9</b>	<b>780.6</b>	<b>780.9</b>	<b>785.6</b>	<b>801.5</b>	<b>799.7</b>	<b>805.9</b>
Changes in FTE's		<b>(28.3)</b>	<b>1.3</b>	<b>14.7</b>	<b>0.3</b>	<b>4.7</b>	<b>15.9</b>	<b>(1.8)</b>	<b>6.2</b>



## **MUNICIPAL FINANCE TERMINOLOGY**

The following terms are frequently used in the Annual Town Report and at Town Meeting. Definitions are provided in order to provide an understanding of their meaning:

**FREE CASH:** The amount certified annually by the State Bureau of Accounts by deducting from Surplus Revenue (formally the “Unreserved Fund Balance” or “Excess and Deficiency”) all uncollected taxes of prior years. Surplus Revenue is the amount by which the cash accounts receivable and other assets of the Town exceed the liabilities and reserves. Surplus revenues build up mainly from unexpended balances of general appropriations and from excess receipts from non-tax sources (Local Receipts) over estimated receipts. Free Cash may be appropriated by vote of the Town Meeting.

**OTHER AVAILABLE FUNDS:** Certain receipts, when received by the Town, must be set aside and reserved for particular appropriation. These include the Endicott Estate Receipts, Sale of Cemetery Lots and Graves, and Parking Meter Receipts. In addition, funds from the Overlay Surplus (the accumulated amount of the overlay for various years not used or required to be held in the overlay account) may be used by a town to offset budget requests for the next year. Also, all unused balances from prior years’ Special Article Appropriations may be transferred to meet a new appropriation.

**CHERRY SHEET:** Named for the cherry colored paper on which the Massachusetts Department of Revenue traditionally has printed it, listing the amounts of state and county assessments, as well as the estimated state distribution (State Aid).

**RESERVE FUND:** This fund is established by the Town Meeting and may be composed of (a) an appropriation (not exceeding 5% of last year’s levy), (b) money transferred from existing accounts or funds, or (c) both. The Reserve Fund amounts to an omnibus appropriation, to be transferred by vote of the Finance Committee for extraordinary or unforeseen expenditures where the Committee decides such expenditures would be approved by Town Meeting. “Extraordinary” covers items, which are not in the usual line, or are great or exceptional. “Unforeseen” includes items, which were unforeseen at the time of the Town Meeting, when appropriations were voted.

**GENERAL STABILIZATION FUND:** This fund serves as a general financial reserve for the Town. Money may be appropriated to the Fund up to ten percent of the preceding year’s tax levy, but the Fund may not exceed ten percent of the total tax valuation of the Town. The Fund may be used for any legal purpose by a two-thirds vote of the Town Meeting. Interest earned remains in the Fund.

**OVERLAY SURPLUS:** The Overlay is the amount from the property tax levy in excess of appropriations and other charges. It is used to cover abatements and exemptions granted locally or on appeal. The Overlay Surplus is the unused portion of previous years’ overlays.

**MITIGATION STABILIZATION:** These are special purpose reserves created by vote of Town Meeting. Like the General Stabilization Fund, expenditures from these funds require a two-thirds vote of Town Meeting.

**MAJOR CAPITAL FACILITIES STABILIZATION:** This is another special purpose reserve created by vote of Town Meeting. Expenditures may be made from the fund only on a two-thirds vote of Town Meeting. It is a management policy of the Town that this fund be used for major construction or renovation of buildings estimated to cost \$4 million or more.

**MWRA:** The Massachusetts Water Resources Authority was established in 1985 to provide water supply services and sewer collection, treatment and disposal services to the region. To fund its operations and

debt the MWRA sets user rates and assesses each town in the area according the metered flow of water through the sewers. Dedham funds its sewer assessment from billings based upon a metered water use rate set by the Selectmen. The Town is not assessed water use charges.

**PROPERTY TAX LEVY:** The total revenue a community raises through property taxes. Often just called the "levy," it is the largest source of revenue for most Massachusetts cities and towns. This is different from the tax rate, which is the tax amount charged individual properties per \$1,000 of property valuation. The tax rate is set each year by the town.

**LEVY LIMIT:** The maximum amount a community may levy in a year. The levy limit can increase only by 2 ½ percent each year, plus adjustment for new growth and the addition of the debt service for previously voted tax overrides, such as debt exclusions.

**LEVY CEILING:** The maximum amount a community may levy under all conditions. A community's levy ceiling is 2 ½ percent of the aggregated valuation of all taxable properties.

**EXCESS LEVY CAPACITY:** If a community sets its levy below its levy limit, the difference between them is called excess levy capacity. The levy limit is not affected by excess capacity, however, meaning that in future years a town can tax up to that limit regardless of the previous levy. For example, a one percent levy increase one year allows the town to raise the levy by 4 percent the next year - the normal 2 ½ percent, plus the 1 ½ percent not taxed the year before.

**NEW GROWTH:** A community can increase its levy limit annually based on new development and other growth in the tax base. Property that has increased in value because of new construction, new subdivision parcels and condominium conversions, and new properties are all considered new growth. An increase in property value assessed during triennial reevaluation (appreciation) is not considered new growth.

**GENERAL OVERRIDE:** Residents can vote to increase tax levies beyond the levy limit, as long as the community is below the levy ceiling. The increase is included in the levy for that year and added to the base used to calculate future levy limits. An override requires a majority vote of the town at a special town election.

**DEBT EXCLUSION:** A debt exclusion allows towns to raise funds to pay for debt incurred by the town. The amount of the payment is added to the levy for the life of the debt, and is not included in calculations of the new levy limit for future years. A debt exclusion requires a two-thirds majority vote to borrow at town meeting and requires a majority vote at a special town election.

**CAPITAL OUTLAY EXPENDITURE EXCLUSION:** A type of tax override that allows towns to raise funds for capital projects. Its rules are similar to those for debt exclusions, except the cost is only added to the levy for the year in which the project is undertaken.

## **SELECTED STATUTES AND BY-LAWS REFERENCED**

### **Ch 44, Municipal Finance, §7(1) and §7(1A), Cities and Towns, Purposes for Borrowing Money Within Debt Limits**

Section 7 Cities and towns may incur debt, within the limit of indebtedness prescribed in section ten, for the purposes hereinafter set forth, and payable within the periods hereinafter specified or, except for clauses (3C), (11), (16), (18), (19), (21) and (22), within such longer period not to exceed 30 years based upon the maximum useful life of the

public work, improvement or asset being financed, as determined in accordance with guidelines established by the division of local services within the department of revenue:

(1) For the construction or reconstruction of surface drains, sewers, sewerage systems and sewage treatment and disposal facilities, thirty years

(1A) For the lining by cement or metal of sewers constructed for sanitary and surface drainage purposes and for sewage disposal, ten years

(2) For acquiring land for public parks or playgrounds or public domain under chapter forty-five, thirty years; but no indebtedness incurred for public domain shall exceed one half of one per cent of the equalized valuation of the city or town

(2A) For the construction of an artificial ice-skating rink for which refrigeration equipment is required on land owned by the city or town, fifteen years

(2B) For the construction of an outdoor swimming pool on land owned by the city or town, fifteen years

(3) For acquiring land, or interests in land, for any purpose for which a city or town is or may hereafter be authorized to acquire land or interests therein, not otherwise specifically provided for; for the construction of buildings which cities or towns are or may hereafter be authorized to construct, or for additions to such buildings where such additions increase the floor space of said buildings, including the cost of original equipment and furnishings of said buildings or additions, twenty years

(3A) For remodeling, reconstructing or making extraordinary repairs to public buildings owned by the city or town, including original equipment and landscaping, paving and other site improvements incidental or directly related to such remodeling, reconstruction or repair, for a term not exceeding 20 years

(3B) For energy conservation, alternative energy or renewable energy improvements to public buildings or facilities owned or leased by the city or town, or on property owned or leased by the city or town, 20 years

(3C) For a revolving loan fund established under section 53E3/4; to assist in the development of renewable energy and energy conservation projects on privately-held buildings, property or facilities within the city or town, 20 years

(4) For the construction or reconstruction of bridges of stone or concrete or of iron superstructure, twenty years

(5) For the original construction of public ways or the extension or widening thereof, including land damages and the cost of pavement and sidewalks laid at the time of said construction, or for the construction of stone, block, brick, cement concrete, bituminous concrete, bituminous macadam or other permanent pavement of similar lasting character, or for the original construction and surfacing or the resurfacing with such pavement of municipally owned and operated off-street parking areas, under specifications approved by the department of highways, ten years

(6) For macadam pavement or other road material, or for the resurfacing with such pavement or other road material of municipally owned or operated off-street parking areas, under specifications approved by the department of highways, or for the construction of sidewalks of brick, bituminous concrete, stone or concrete, five years

(7) For the construction of walls or dikes for the protection of highways or property, ten years

(8) For the purchase of land for cemetery purposes, ten years

(9) For the cost of equipment, 5 years

(9A) For the remodeling, reconstruction or rehabilitation of existing firefighting apparatus and heavy equipment including, but not limited to, front-end loaders, road graders, sidewalk plows and motorized sweepers; five years

(10) For connecting dwellings or other buildings with common sewers, when the cost is to be assessed in whole or in part on the abutting property owners, five years

(11) For the payment of final judgments, one year  
*[There is no clause (12)]*

(13) In Boston, for acquiring fire or police boats, fifteen years

(14) For traffic signal, or public lighting installations, fire alarm or police communication installations and for the purpose of extending and improving such installations, ten years

(15) In Boston, for the original construction, or the extension or widening, with permanent pavement of lasting character conforming to specifications approved by the state department of highways and under the direction of the board of park commissioners of the city of Boston, of ways, other than public ways, within or bounding on or connecting with any public park in said city, including land damages and the cost of pavement and sidewalks laid at the time of said construction, or for the construction of such ways with stone, block, brick, cement concrete, bituminous concrete, bituminous macadam or other permanent pavement of similar lasting character under specifications approved by said department of highways, ten years

(16) For the payment of premiums for fire insurance contracts or policies covering a period of five years, four years

(17) For improvements made under section twenty-nine of chapter ninety-one and for the construction or reconstruction of public wharves, ten years

(17A) For dredging of tidal and non-tidal rivers and streams, harbors, channels and tidewaters, 10 years

(18) For the payment of charges incurred under contracts authorized by section four of chapter forty for the expert appraisal of taxable property or for the preparation of assessors maps, including charges for aerial mapping in connection with the preparation of such maps, ten years

(19) For the payment of charges incurred under contracts authorized by section four D of chapter forty, but only for such contracts as are for purposes comparable to the purposes for which loans may be authorized under the provisions of this section Each authorized issue shall constitute a separate loan, and such loans shall be subject to the conditions of the applicable clauses of this section

(20) For developing land for burial purposes and for constructing paths and avenues and embellishing the grounds in said developed areas in a cemetery owned by the city or town, five years The proceeds from the sale of the exclusive rights of burials in any of the lots in such cemetery shall be kept separate from other funds and be appropriated for the payment of any indebtedness incurred for such developments, notwithstanding the provisions of section fifteen of chapter one hundred and fourteen

(21) For the cost of architectural services for plans and specifications for any proposed building for which a city, town or district is authorized to borrow, or for the cost of architectural services for plans and specifications for additions to buildings owned by a city, town, or district where such additions increase the floor space of said buildings, five years if issued before any other debt relating to said buildings or additions is authorized, otherwise the period fixed by law for such other debt relating to said building or additions; provided, however, that at the time the loan is issued the city, town or district owns the land on which the proposed building or additions would be constructed

(22) For the cost of engineering or architectural services for plans and specifications for any project not defined in clause (21) for which a city, town or district is authorized to borrow, five years if issued before any other debt relating to said project is authorized, otherwise the period fixed by law for such other debt relating to said project

(23) For the construction of municipal tennis courts, including platform tennis courts and the acquisition of land and the construction of buildings therefor, including the original equipment and furnishing of said buildings, fifteen years

*[There is no clause (24)]*

(25) For the construction of municipal outdoor recreational and athletic facilities, including the acquisition and development of land and the construction and reconstruction of facilities; fifteen years

(26) For energy audits as defined in section three of chapter twenty-five A, if authorized separately from debt for energy conservation or alternative energy projects; five years

(27) For the undertaking of projects for the preservation and restoration of publicly-owned freshwater lakes and great ponds in accordance with the provisions of section thirty-seven A of chapter twenty-one

(28) For the development, design, purchase and installation of computer hardware, other data processing equipment and computer assisted integrated financial management and accounting systems; ten years

(29) For the development, design, purchase of computer software incident to the purchase,

installation and operation of computer hardware and other data processing equipment and computer assisted integrated financial management and accounting systems; five years

(30) For installation, repair or replacement of exposed structural or miscellaneous steel, which has been treated with the hot-dip galvanizing process; three years

(31) For the purpose of removing asbestos from municipally owned buildings; ten years

(32) For the cost of cleaning up or preventing pollution caused by existing or closed municipal facilities not referenced in clause (21) of section 8, including cleanup or prevention activities taken pursuant to chapter 21E or chapter 21H, 10 years; provided, however, that no indebtedness shall be incurred hereunder until plans relating to the project shall have been submitted to and approved by the department of environmental protection

(33) For the construction or reconstruction of seawalls, riprap, revetments, breakwaters, bulkheads, jetties and groins, stairways, ramps and other related structures, 20 years

(34) For any other public work, improvement or asset not specified in this section, with a maximum useful life of at least 5 years, determined as provided in this paragraph, 5 years

Debts may be authorized under this section only by a two-thirds vote.

#### **Ch 44, Municipal Finance, §8 Cities and Towns, Purposes for Borrowing Money Outside Debt Limits**

Section 8. Cities and towns may incur debt, outside the limit of indebtedness prescribed in section ten, for the following purposes and payable within the periods hereinafter specified or except with respect to clauses (1), (2), (3A), (5), (6), (7), (9) and (19), within such longer period not to exceed 30 years based upon the maximum useful life of the public work, improvement or asset being financed, as determined in accordance with guidelines established by the division of local services within the department of revenue:

(1) For temporary loans under sections four, six, six A, seventeen and seventeen A, the periods authorized by those sections.

(2) For maintaining, distributing and providing food, other common necessities of life and temporary shelter for their inhabitants upon the occasions and in the manner set forth in section nineteen of chapter forty, two years.

(3) For establishing or purchasing a system for supplying a city, town, or district and its inhabitants with water, for taking or purchasing water sources, either from public land or private sources, or water or flowage rights, for the purpose of a public water supply, or for taking or purchasing land for the protection of a water system, thirty years.

(3A) For conducting groundwater inventory and analysis of the community water supply, including pump tests and quality tests relating to the development of using said

groundwater as an additional source or a new source of water supply for any city, town or district, ten years.

(4) For the construction or enlargement of reservoirs, and the construction of filter beds, standpipes, buildings for pumping stations including original pumping station equipment, and buildings for water treatment, including original equipment therefor, and the acquisition of land or any interest in land necessary in connection with any of the foregoing, thirty years.

(4A) For remodeling, reconstructing or making extraordinary repairs to reservoirs and filter beds, thirty years; provided, however, that no indebtedness shall be incurred hereunder until plans relating to the project shall have been submitted to the department of environmental protection, and the approval of said department has been granted therefor.

(5) For the laying and relaying of water mains of not less than six inches but less than sixteen inches in diameter, and for lining and relining such mains with linings of not less than one-sixteenth of an inch, for the development of additional well fields, for wells and for pumping station equipment, forty years.

(6) For constructing and reconstructing and laying and relaying aqueducts and water mains of sixteen inches or more in diameter, and for lining such mains with linings of not less than one-sixteenth of an inch, forty years.

(7) For the extension of water mains, forty years.

(7A) For the purchase and installation of water meters, ten years.

(7B) For the payment of the town's share of the cost to increase the storage capacity of any reservoir, including land acquisition, constructed by the water resources commission for flood prevention or water resources utilization, twenty years.

(7C) For the purchase, replacement or rehabilitation of water departmental equipment, ten years.

(8) For establishing, purchasing, extending, or enlarging a gas or electric lighting plant, a community antenna television system, whether or not operated by a gas or electric lighting plant, or a telecommunications system operated by a municipal lighting plant, 20 years; but the outstanding indebtedness so incurred shall not exceed in a town 5 per cent and in a city 2.5 per cent of the equalized valuation of such town or city; provided, however, that the majority of the members of the municipal finance oversight board, may authorize a city to incur indebtedness under this clause in excess of 2.5 per cent but not in excess of 5 per cent of the equalized valuation of such city, and may authorize a town to incur indebtedness under this clause in excess of 5 per cent but not in excess of 10 per cent of the equalized valuation of such town.

(8A) For remodeling, reconstructing, or making extraordinary repairs to a gas or electric lighting plant, a community antenna television system, or a telecommunications system operated by a municipal lighting plant, when approved by the majority of the members of

the municipal finance oversight board, for such number of years not exceeding ten, as said board shall fix; provided, however, that the indebtedness incurred under this clause shall be included in the limit of indebtedness for gas and electric lighting plants, community antenna television systems or telecommunications systems that are operated by municipal lighting plants, as set forth in clause

(8). Each city or town seeking approval by said board of a loan under this clause shall submit to it all plans and other information considered by the board to be necessary for a determination of the probable extended use of such plant, community television antenna system or telecommunications system likely to result from such remodeling, reconstruction, or repair, and in considering approval under this clause of a requested loan and the terms thereof, special consideration shall be given to such determination.

(9) For emergency appropriations that are approved by the director, not more than 2 years or such longer period not to exceed 10 years as determined by the director after taking into consideration the ability of the city, town or district to provide other essential public services and pay, when due, the principal and interest on its debts, the amount of federal and state payments likely to be received for the purpose of the appropriations and such other factors as the director may deem necessary or advisable; provided, however that for the purposes of this clause, "emergency" shall mean a sudden, unavoidable event or series of events which could not reasonably have been foreseen or anticipated at the time of submission of the annual budget for approval; provided further, that emergency shall not include the funding of collective bargaining agreements or items that were previously disapproved by the appropriating authority for the fiscal year in which the borrowing is sought; and provided further, that for the purposes of this clause, debt may be authorized by the treasurer of the city, town or district, with the approval of the chief executive officer in a city or town, or the prudential committee, if any, or by the commissioners in a district.

(9A) For emergency appropriations approved by a majority of the members of the municipal finance oversight board, up to the period fixed by law for such debt as determined by the board; provided, however, that this clause shall apply only to appropriations for capital purposes including, but not limited to, the acquisition, construction, reconstruction or repair of any public building, work, improvement or asset and upon a demonstration by the city, town or district that the process for authorizing debt in the manner otherwise provided by law imposes an undue hardship in its ability to respond to the emergency; provided further, that for purposes of this clause, "emergency" shall mean a sudden, unavoidable event or series of events which could not reasonably have been foreseen or anticipated at the time of submission of the annual budget for approval; and provided further, that for the purposes of this clause, debt may be authorized by the treasurer of the city, town or district, with the approval of the chief executive officer in a city or town, or the prudential committee, if any, or by the commissioners in a district.

(10) For acquiring land or constructing buildings or other structures, including the cost of original equipment, as memorials to members of the army, navy, marine corps, coast guard, or air force, twenty years; but the indebtedness so incurred shall not exceed one half of one per cent of the equalized valuation of the city or town.



The designation of any such memorial shall not be changed except after a public hearing by the board of selectmen or by the city council of the municipality wherein said memorial is located, notice of the time and place of which shall be given, at the expense of the proponents, by the town or city clerk as the case may be, by publication not less than thirty days prior thereto in a newspaper, if any, published in such town or city; otherwise, in the county in which such town or city lies; and notice of which shall also have been given by the proponents, by registered mail, not less than thirty days prior to such hearing, to all veterans' organizations of such town or city.

*[There is no clause (11).]*

(12) For acquiring street railway property under sections one hundred and forty-three to one hundred and fifty-eight, inclusive, of chapter one hundred and sixty-one, operating the same, or contributing toward the sums expended or to be expended by a transportation area for capital purposes, ten years; but the indebtedness so incurred shall not exceed two per cent of the equalized valuation of the city or town.

(13) For the acquisition, construction, establishment, enlargement, improvement or protection of public airports, including the acquisition of land, ten years; but the outstanding indebtedness so incurred shall not exceed one per cent of the equalized valuation of the city or town. The proceeds of indebtedness incurred hereunder may be expended for the acquisition, construction, establishment, enlargement, improvement or protection of such an airport, including the acquisition of land, jointly by two or more municipalities.

(14) For the financing of a program of eradication of Dutch elm disease, including all disbursements on account of which reimbursement is authorized or may be authorized by the commonwealth, county, any city or town, or by any manner of assessment or charges, pursuant to and consistent with the provisions of chapter one hundred and thirty-two, five years.

(15) For the construction of sewers, sewerage systems and sewage treatment and disposal facilities, or for the lump sum payment of the cost of tie-in to such services in a contiguous city or town, for a period not exceeding 30 years; provided, however, that either (i) the city or town has an enterprise or special revenue fund for sewer services and that the accountant or auditor or other officer having similar duties in the city or town shall have certified to the treasurer that rates and charges have been set at a sufficient level to cover the estimated operating expenses and debt service related to the fund, or (ii) the issuance of the debt is approved by a majority of the members of the municipal finance oversight board.

(16) For the construction of municipal golf courses, including the acquisition of land, the construction of buildings, and the cost of original equipment and furnishings, twenty years.

(17) For the payment of charges incurred under contracts authorized by section four D of chapter forty, but only for such contracts as are for purposes comparable to the purposes for which loans may be authorized under the provisions of this section. Each authorized

issue shall constitute a separate loan, and such loans shall be subject to the conditions of the applicable clauses of this section.

(18) For the construction of a regional incinerator for the purpose of disposing solid waste, refuse and garbage by two or more communities, twenty years, but the indebtedness so incurred shall not exceed three per cent of the last preceding equalized valuation of the city or town.

(19) For the lending or granting of money to industrial development financing authorities and economic development and industrial corporations, with the approval of the Massachusetts office of business development and the director of housing and community development. For the purpose of this clause the city or town may borrow outside its debt limit to an amount not to exceed one hundred thousand dollars or two and one half per cent of its equalized valuation, whichever is the lesser.

(20) For the purposes of implementing project financed in whole or in part by the Farmers Home Administration of the United States Department of Agriculture, pursuant to the provisions of 7 USC 1921, et seq., up to forty years. Regional school districts established pursuant to the provisions of any general or special law shall be authorized to incur debt for the purposes and within the limitations described in this clause.

(21) For the cost of cleaning up or preventing pollution caused by existing or closed landfills or other solid waste disposal facilities, including clean up or prevention activities taken pursuant to chapter twenty-one E or chapter twenty-one H, thirty years; provided, however, that no indebtedness shall be incurred hereunder until plans relating to the project shall have been submitted to the department of environmental protection and the approval of said department has been granted therefor.

(22) For the construction of incinerators, refuse transfer facilities, recycling facilities, composting facilities, resource recovery facilities or other solid waste disposal facilities, other than landfills, for the purpose of disposing of waste, refuse and garbage, twenty-five years; provided, however, that no indebtedness shall be incurred hereunder until plans relating to the project shall have been submitted to the department of environmental protection and the approval of said department has been granted therefor.

(23) For remodeling, reconstructing or making extraordinary repairs to incinerators, refuse transfer facilities, recycling facilities, resource recovery facilities or other solid waste disposal facilities, other than landfills, owned by the city, town or district, and used for the purpose of disposing of waste, refuse and garbage, for such maximum term not exceeding 10 years; provided, however, that no indebtedness shall be incurred hereunder until plans relating to the project shall have been submitted to the department of environmental protection and the approval of said department has been granted therefor.

(24) For the purpose of closing out a landfill area, opening a new landfill area, or making improvements to an existing landfill area, twenty-five years; provided, however, that no indebtedness shall be incurred hereunder until plans relating to the project shall have been submitted to the department of environmental protection and the approval of said department has been granted therefor.

(25) For the acquisition of a dam or the removal, repair, reconstruction and improvements to a dam owned by a municipality, as may be necessary to maintain, repair or improve such dam, 40 years; provided, however, that this clause shall include dams as defined in section 44 of chapter 253 acquired by gift, purchase, eminent domain under chapter 79 or otherwise and located within a municipality, including any real property appurtenant thereto, if such dam and any appurtenant real property is not at the time of such acquisition owned or held in trust by the commonwealth.

Debts, except for temporary loans, may be authorized under this section only by a two thirds vote.

Debts for purposes mentioned in clauses (3), (4), (4A), (5), (6), (7), (7A) and (7B) of this section shall not be authorized to an amount exceeding ten per cent of the equalized valuation of the city or town.

**Chapter 44: Section 20. Proceeds from sale of bonds; restrictions on use; disposition of premiums**

Section 20. The proceeds of any sale of bonds or notes shall be used only for the purposes specified in the authorization of the loan; provided, however, that such proceeds may also be used for costs of preparing, issuing and marketing the bonds or notes, except as otherwise authorized by this section. If a balance remains after the completion of the project for which the loan was authorized, the balance may at any time be appropriated by a city, town or district for any purposes for which a loan may be incurred for an equal or longer period of time than that for which the original loan, including temporary debt, was issued. Any balance not in excess of \$50,000 may be applied, with the approval of the chief executive officer, for the payment of indebtedness. If a loan has been issued for a specified purpose but the project for which the loan was authorized has not been completed and no liability remains outstanding and unpaid on account thereof, a city, by a two-thirds vote of all of the members of the city council, or a town or district, by a two-thirds vote of the voters present and voting thereon at an annual town or district meeting, may vote to abandon or discontinue the project and the unexpended proceeds of the loan may be appropriated for any purpose for which a loan may be authorized for an equal or longer period of time than that for which the original loan, including temporary debt, was issued. Any premium received upon the sale of the bonds or notes, less the cost of preparing, issuing and marketing them, and any accrued interest received upon the delivery of the bonds or notes shall be: (i) applied, if so provided in the loan authorization, to the costs of the project being financed by the bonds or notes and to reduce the amount authorized to be borrowed for the project by like amount; or (ii) appropriated for a project for which the city, town or district has authorized a borrowing, or may authorize a borrowing, for an equal or longer period of time than the original loan, including any temporary debt, was issued, thereby reducing the amount of any bonds or notes authorized to be issued for the project by like amount. Notwithstanding this section, no appropriation from a loan or balance thereof shall be made that would increase the amount available from borrowed money for any purpose to an amount in excess of any limit imposed by general law or special act for that purpose. Additions to the levy limit for a debt exclusion are restricted to the true interest cost incurred to finance the excluded project.

#### **Ch 44, Municipal Finance, §53E1/2, Revolving Funds**

Section 53E1/2 Notwithstanding the provisions of section fifty-three, a city or town may annually authorize the use of one or more revolving funds by one or more municipal agency, board, department or office which shall be accounted for separately from all other monies in such city or town and to which shall be credited only the departmental receipts received in connection with the programs supported by such revolving fund Expenditures may be made from such revolving fund without further appropriation, subject to the provisions of this section; provided, however, that expenditures shall not be made or liabilities incurred from any such revolving fund in excess of the balance of the fund nor in excess of the total authorized expenditures from such fund, nor shall any expenditures be made unless approved in accordance with sections forty-one, forty-two, fifty-two and fifty-six of chapter forty-one

Interest earned on any revolving fund balance shall be treated as general fund revenue of the city or town No revolving fund may be established pursuant to this section for receipts of a municipal water or sewer department or of a municipal hospital No such revolving fund may be established if the aggregate limit of all revolving funds authorized under this section exceeds ten percent of the amount raised by taxation by the city or town in the most recent fiscal year for which a tax rate has been certified under section twenty-three of chapter fifty-nine No revolving fund expenditures shall be made for the purpose of paying any wages or salaries for full time employees unless such revolving fund is also charged for the costs of fringe benefits associated with the wages or salaries so paid; provided, however, that such prohibition shall not apply to wages or salaries paid to full or part-time employees who are employed as drivers providing transportation for public school students; provided further, that only that portion of a revolving fund which is attributable to transportation fees may be used to pay such wages or salaries and provided, further, that any such wages or salaries so paid shall be reported in the budget submitted for the next fiscal year

A revolving fund established under the provisions of this section shall be by vote of the annual town meeting in a town, upon recommendation of the board of selectmen, and by vote of the city council in a city, upon recommendation of the mayor or city manager, in Plan E cities, and in any other city or town by vote of the legislative body upon the recommendation of the chief administrative or executive officer Such authorization shall be made annually prior to each respective fiscal year; provided, however, that each authorization for a revolving fund shall specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited to the revolving fund; (3) the board, department or officer authorized to expend from such fund; (4) a limit on the total amount which may be expended from such fund in the ensuing fiscal year; and, provided, further, that no board, department or officer shall be authorized to expend in any one fiscal year from all revolving funds under its direct control more than one percent of the amount raised by taxation by the city or town in the most recent fiscal year for which a tax rate has been certified under section twenty-three of chapter fifty-nine Notwithstanding the provisions of this section, whenever, during the course of any fiscal year, any new revenue source becomes available for the establishment of a revolving fund under this section, such a fund may be established in accordance with

this section upon certification by the city auditor, town accountant, or other officer having similar duties, that the revenue source was not used in computing the most recent tax levy

In any fiscal year the limit on the amount that may be spent from a revolving fund may be increased with the approval of the city council and mayor in a city, or with the approval of the selectmen and finance committee, if any, in a town; provided, however, that the one percent limit established by clause (4) of the third paragraph is not exceeded

The board, department or officer having charge of such revolving fund shall report to the annual town meeting or to the city council and the board of selectmen, the mayor of a city or city manager in a Plan E city or in any other city or town to the legislative body and the chief administrative or executive officer, the total amount of receipts and expenditures for each revolving fund under its control for the prior fiscal year and for the current fiscal year through December thirty-first, or such later date as the town meeting or city council may, by vote determine, and the amount of any increases in spending authority granted during the prior and current fiscal years, together with such other information as the town meeting or city council may by vote require.

At the close of a fiscal year in which a revolving fund is not reauthorized for the following year, or in which a city or town changes the purposes for which money in a revolving fund may be spent in the following year, the balance in the fund at the end of the fiscal year shall revert to surplus revenue unless the annual town meeting or the city council and mayor or city manager in a Plan E city and in any other city or town the legislative body vote to transfer such balance to another revolving fund established under this section

The director of accounts may issue guidelines further regulating revolving funds established under this section.

**SUPPORTING DOCUMENTATION FOR ARTICLES**

**ARTICLE 2 - MEMORANDUMS OF AGREEMENTS**

**MEMORANDUM OF AGREEMENT  
BETWEEN THE  
TOWN OF DEDHAM  
AND THE  
AMERICAN FEDERATION OF  
STATE, COUNTY, AND MUNICIPAL EMPLOYEES,  
AFL-CIO STATE COUNCIL NO. 93, LOCAL 362,  
PUBLIC LIBRARY STAFF**

March 9, 2021

NOW COMES the Town of Dedham (“the Town”) and the American Federation of State, County, and Municipal Employees, AFL-CIO State Council No. 93, Local 362, Town Hall Unit (“the Union”), both acting by and through their respective bargaining teams, and hereby agree as follows:

WHEREAS, the Town and the Union are parties to a Collective Bargaining Agreement that expire on June 30, 2021 (“the Previous Agreement”);

WHEREAS, the Town and the Union are desirous of entering into a successor agreement to the Previous Agreement based on the Previous Agreement as modified herein;

NOW, THEREFORE, it is agreed as follows:

1. Article XXV, Classification Plan and Pay Rates:

A new salary schedule shall be prepared reflecting an increase in wages of 1.75% effective July 1, 2021, an increase of 2% effective July 1, 2022, and an increase of 2.25% effective July 1, 2023.

2. Article XXIX, Effective Date of Agreement.: The Successor Agreement shall reflect an effective date of July 1, 2021 and a termination date of June 30, 2024.



3. Other Modifications: The Successor Agreement shall also reflect the changes set forth in Proposals A, B, C, attached hereto and made a part of this Memorandum of Agreement.

4. The cost items of this Agreement are subject to approval by Town Meeting.

5. This Memorandum of Agreement shall be considered off-the-record until ratified by the Union's membership and the Board of Selectmen and, as applicable, funded by Town Meeting. The bargaining teams shall sponsor and support such ratification. Failing such ratification and/or funding by Town Meeting, this Memorandum of Agreement shall be deemed null and void and both parties will be free to return to their prior bargaining positions.

For the Town:

3.9.21 Carl A. Scott - MC  
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\_\_\_\_\_  
\_\_\_\_\_

For the Union:

Lisa J. Raymond  
William M. Quinn  
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\_\_\_\_\_  
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**PROPOSAL A :**

The “Miscellaneous Provisions” article of the Previous Agreement shall be modified by adding the following language in a new numbered paragraph:

Except in instances where a different method of communication is required by federal or state law or regulation, e-mail may be used by the Town to communicate with members of the bargaining unit. The union and the Town agree to cooperate in finding a workable solution for any bargaining unit member who does not have access to an email account for this purpose.

**PROPOSAL B:**

The “Miscellaneous Provisions” article of the Previous Agreement shall be modified by adding the following language in a new numbered paragraph:

Notwithstanding any language in the collective bargaining agreement to the contrary, the parties agree to conform their practices with respect to the collection of agency fees to the decision issued in 2018 by the Supreme Court of the United States in Janus v. AFSCME Council 31.

**PROPOSAL C :**

- A. The definition of “Employer” in Article I, Definitions, of the Previous Agreement shall be modified by replacing “Trustees of the Dedham Public Library located in the Town of Dedham” with “Town of Dedham”.
- B. Delete all references to the Trustees and/or Board of Trustees in Article XII. Replace “Board of Trustees” in the section on General Leaves of Absence with “Town Manager”.
- C. Replace “Library Trustees” in Article XIII, E with “Town”.
- D. Replace “Trustees” with “Town” in Article XXI and elsewhere throughout the Previous Agreement so as to conform the new agreement to the parties’ intent that the Town is the employer.
- E. As a housekeeping matter, amend Article II, Recognition, to conform it to previous agreements between the parties as to covered positions. As amended, this Article should read as follows (~~this is current language, to be marked up to reflect changes~~):

The Employer recognizes the Union as the exclusive representative of those permanent, full-time and part-time employees of the employer working at least twenty (20) hours per week ~~in the position of Professional Librarian, including the titles of Children’s Librarian, Technical Services Librarian, Reference Librarian, Adult Services Librarian & Circulation Librarian, Circulation Supervisor and the position of Library Assistant. Excluded from the bargaining unit are all other~~ employees. *excluding the Library Director, the Circulation and Collection Manager, and the User Experience and Access Manager, and all other managerial and confidential employees.*

**MEMORANDUM OF AGREEMENT  
BETWEEN THE  
TOWN OF DEDHAM  
AND THE  
AMERICAN FEDERATION OF  
STATE, COUNTY, AND MUNICIPAL EMPLOYEES,  
AFL-CIO STATE COUNCIL NO. 93, LOCAL 362,  
DPW UNIT A**

March 9  
February \_\_, 2021

NOW COMES the Town of Dedham (“the Town”) and the American Federation of State, County, and Municipal Employees, AFL-CIO State Council No. 93, Local 362, DPW Unit A (“the Union”), both acting by and through their respective bargaining teams, and hereby agree as follows:

WHEREAS, the Town and the Union are parties to a Collective Bargaining Agreement that expires on June 30, 2021 (“the Previous Agreement”);

WHEREAS, the Town and the Union are desirous of entering into a successor agreement to the Previous Agreement based on the Previous Agreement as modified herein;

NOW, THEREFORE, it is agreed as follows:

1. Article XXV, Classification Plan and Pay Rates:

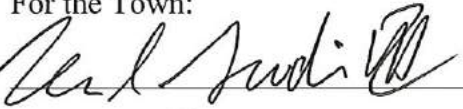
A new salary schedule shall be prepared reflecting an increase in wages of 1.75% effective July 1, 2021, an increase of 2% effective July 1, 2022, and an increase of 2.25% effective July 1, 2023.


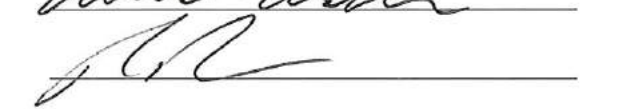
2. Article XXIX, Effective Date of Agreement.: The Successor Agreement shall reflect an effective date of July 1, 2021 and a termination date of June 30, 2024.

3. Other Modifications: The Successor Agreement shall also reflect the changes set forth in Proposals A, B + C, attached hereto and made a part of this Memorandum of Agreement.

4. The cost items of this Agreement are subject to approval by Town Meeting.

5. This Memorandum of Agreement shall be considered off-the-record until ratified by the Union's membership and the Board of Selectmen and, as applicable, funded by Town Meeting. The bargaining teams shall sponsor and support such ratification. Failing such ratification and/or funding by Town Meeting, this Memorandum of Agreement shall be deemed null and void and both parties will be free to return to their prior bargaining positions.

TA  
9.9.21  
For the Town:  
  
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For the Union:  
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**PROPOSAL A :**

The "Miscellaneous Provisions" article of the Previous Agreement shall be modified by adding the following language in a new numbered paragraph:

Except in instances where a different method of communication is required by federal or state law or regulation, e-mail may be used by the Town to communicate with members of the bargaining unit. The union and the Town agree to cooperate in finding a workable solution for any bargaining unit member who does not have access to an email account for this purpose.

**PROPOSAL B :**

The "Miscellaneous Provisions" article of the Previous Agreement shall be modified by adding the following language in a new numbered paragraph:

Notwithstanding any language in the collective bargaining agreement to the contrary, the parties agree to conform their practices with respect to the collection of agency fees to the decision issued in 2018 by the Supreme Court of the United States in Janus v. AFSCME Council 31.

**PROPOSAL C**

Amend Article XXIV to provide for a combined uniform/shoe stipend as follows:

FY 22	\$1,200
FY 23	\$1,300
FY 24	\$1,400



**MEMORANDUM OF AGREEMENT  
BETWEEN THE  
TOWN OF DEDHAM  
AND THE  
AMERICAN FEDERATION OF  
STATE, COUNTY, AND MUNICIPAL EMPLOYEES,  
AFL-CIO STATE COUNCIL NO. 93, LOCAL 362,  
DPW UNIT B**

March 9  
~~February~~, 2021

NOW COMES the Town of Dedham (“the Town”) and the American Federation of State, County, and Municipal Employees, AFL-CIO State Council No. 93, Local 362, DPW Unit B (“the Union”), both acting by and through their respective bargaining teams, and hereby agree as follows:

WHEREAS, the Town and the Union are parties to a Collective Bargaining Agreement that expires on June 30, 2021 (“the Previous Agreement”);

WHEREAS, the Town and the Union are desirous of entering into a successor agreement to the Previous Agreement based on the Previous Agreement as modified herein;

NOW, THEREFORE, it is agreed as follows:

1. Article XXV, Classification Plan and Pay Rates:

A new salary schedule shall be prepared reflecting an increase in wages of 1.75% effective July 1, 2021, an increase of 2% effective July 1, 2022, and an increase of 2.25% effective July 1, 2023.

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For the Town:

3.9.2

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For the Union:

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**PROPOSAL A :**

The “Miscellaneous Provisions” article of the Previous Agreement shall be modified by adding the following language in a new numbered paragraph:

Except in instances where a different method of communication is required by federal or state law or regulation, e-mail may be used by the Town to communicate with members of the bargaining unit. The union and the Town agree to cooperate in finding a workable solution for any bargaining unit member who does not have access to an email account for this purpose.

**PROPOSAL B:**

The "Miscellaneous Provisions" article of the Previous Agreement shall be modified by adding the following language in a new numbered paragraph:

Notwithstanding any language in the collective bargaining agreement to the contrary, the parties agree to conform their practices with respect to the collection of agency fees to the decision issued in 2018 by the Supreme Court of the United States in Janus v. AFSCME Council 31.

**PROPOSAL C**

Ament Article XXIV to provide for a combined uniform/shoe stipend as follows:

FY 22	\$1,200
FY 23	\$1,300
FY 24	\$1,400

**ARTICLE 9 - REVOLVING FUNDS**

Town of Dedham, MA  
 Thursday, April 22, 2021

## Chapter 39. Finances

### Article VI. Departmental Revolving Funds

#### § 39-39. Revolving funds established.

[Amended 11-21-2018 ATM by Art. 15; 5-20-2019 by Art. No. 12]

There are hereby established in the Town of Dedham, pursuant to the provisions of G.L. c. 44, § 53E1/2, the following Revolving Funds:

<b>Program or Purpose</b>	<b>Department Receipts</b>	<b>Representative or Board Authorized to Spend</b>
Pool Fund (Operation and maintenance of Dedham Pool)	Pool User Fees	Park and Recreation Director
Firearms Fee Fund (Pay share of State fees/Balance to be expended for needs of Police Department)	Firearms Permits	Police Chief
Police Cruiser Fee Fund (Police cruiser maintenance, repairs and fuel)	Fees for police cruisers used at private details	Police Chief
Board of Health Programs (Paying costs and expenses associated with health clinics, educational programs, and Tobacco enforcement)	Various Health Clinics and Tobacco Related Fines	Health Director
Council on Aging Programs (Paying costs and expenses related to said programs)	Fees from Various Council on Aging Programs	Council on Aging Director
Recreation (Paying costs and expenses related to said programs)	Receipts from recreational programs, including dog park	Park and Recreation Director
Veterans' Fund (Paying costs and expenses related to said programs)	Receipts from all Veterans Programs	Veteran's Agent
Avery School (MBACC) (Paying costs and expenses	Rental Income	Town Manager

Program or Purpose	Department Receipts	Representative or Board Authorized to Spend
related to building maintenance)		

**§ 39-40. Expenditure limitation.**

- A. Expenditures from each revolving fund set forth herein shall be subject to the limitation established by Town Meeting, or any increase therein, all as may be authorized in accordance with G.L. c. 44, § 53E1/2.
- B. Fiscal year spending limits for such revolving funds shall be set as follows:  
[Amended 11-21-2018 ATM by Art. 15; 5-20-2019 by Art. No. 12]

Program or Purpose	FY Spending Limit
Pool Fund (Operation and maintenance of Dedham Pool)	\$225,000
Firearms Fee Fund (Pay share of State fees/Balance to be expended for needs of Police Department)	\$5,000
Police Cruiser Fee Fund (Police cruiser maintenance, repairs and fuel)	\$20,000
Board of Health Programs (Paying costs and expenses associated with health clinics, educational programs, and Tobacco enforcement)	\$15,000
Council on Aging Programs (Paying costs and expenses related to said programs)	\$15,000
Recreation (Paying costs and expenses related to said programs)	\$190,000
Veterans' Fund (Paying costs and expenses related to said programs)	\$5,000
Avery School (MBACC) (Paying costs and expenses related to building maintenance)	\$2,500

**ARTICLE 12 - REPORTS OF COMMITTEES**



## **Report of the Electronic Voting Working Group**

The Group originally began meeting in 2020, before the COVID outbreak. Meetings resumed several months ago. The members interviewed town officials at several towns that have adopted electronic voting for town meeting. We were favorably impressed by those findings.

We next moved to identify and interview possible vendors. Two vendors operate extensively in Massachusetts. Both vendors sent material and made presentations describing costs and functionality features.

We then enlisted the assistance of the Town Manager and the new Director of Information Technology to help with the assessment of the two products. Both vendors have or are in the process of making second presentations for the benefit of the new IT Director.

Two of our members have been working on a proposed by law which would allow for the implementation of electronic voting. Town Counsel is reviewing that draft.

We will have a final recommendation in time for a vote at the Fall Annual Town Meeting.

Thank you.

Dan Driscoll  
Moderator

# SNOW COMMITTEE INTERIM REPORT

## HISTORY

The 2019 Spring Meeting adopted Article 24, which established the Snow Committee.<sup>1</sup> After the Moderator appointed members, the Snow Committee began meeting in late summer/early Fall 2019 and conducted its initial research (see appendix A). After that initial work, the Committee went on hiatus and two members vacated their positions. In Spring 2021 the Moderator advertised and filled the vacant positions, and the Snow Committee resumed meeting on March 8, 2021.

## MEMBERSHIP

Current members are Frederick Civian, Elizabeth Martin, Micah Flynn, Bethany Gauthier and Peter Reynolds.

## SNOW COMMITTEE WORKPLAN

The Snow Committee intends to present its Final Report to the Fall 2021 Town meeting. With the assistance of DEP Director Joseph Flanagan, the Committee is conducting additional research into the practices of other Towns, will report on actions that Dedham takes to remove snow from sidewalks, and, after a series of public meetings, will evaluate options “concerning the establishment of a local Dedham rule requiring commercial, industrial and/or institutions to remove snow and ice from sidewalks.”

## KEY LEGAL ISSUE: WHO IS RESPONSIBLE FOR CLEARING SNOW FROM SIDEWALKS?

The Towns’ sidewalks are public ways; they are not private property. Although the Legislature permits a Town to adopt a local rule requiring private property owners to clear those public ways, that is not a step that should be taken lightly. In addition, while

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<sup>1</sup> **ARTICLE TWENTY-FOUR:** *By District One Town Meeting Representative Fred Civian.* To see if the Town will vote to establish a five (5) member Snow Removal Recommendation Committee, charged with evaluating options for and recommending actions concerning the establishment of a local Dedham rule requiring commercial, industrial and/or institutions to remove snow and ice from sidewalks serving their properties; such Snow Removal Recommendation Committee shall be appointed by the Moderator and shall present its report and recommendations to the 2019 Fall Annual Town Meeting, or take any other action relative thereto.

it is hypothetically possible for a Town to clear all sidewalks, “*manpower and financial restraints prohibit that from occurring.*” (Norwood Town Website.)

## **POLICY CHOICES**

The two truths discussed above present clear options for Dedham:

- Do not change snow removal policies
- Pass a local rule requiring private property owners to do more
- Allocate additional funds so that DPW will do more
- Adopt a hybrid approach requiring both private property owners and DPW to do more

When discussing these options, Committee members also began considering voluntary actions, such as working with the Town DPW on business education and awareness. The Committee intends to include these voluntary actions in its Final Report and to work with local residents and groups who advocate snow removal from sidewalks across Town. DPW Director Joseph Flanagan is actively assisting the Committee in its work.

## **RESIDENTIAL SIDEWALK CLEARING**

In its March 2021 public meetings most of the public comment we received concerned the issue of sidewalk clearing in residential areas. The Snow Committee’s charge from Town Meeting was to issue a report “evaluating options for and recommending actions” concerning commercial, industrial and institutional properties. The Committee believes that addressing residential snow clearing must be part of the Town’s approach, and the Committee may explore ways to help with that issue.

+++++

INTERIM REPORT ADOPTED BY THE SNOW COMMITTEE APRIL 5, 2021

SO VOTED: Yes: Flynn, Martin, Gauthier, Reynolds, Civian

No: n/a

# APPENDIX A

## SNOW COMMITTEE INTERIM REPORT

### DEDHAM SNOW COMMITTEE INITIAL RESEARCH – Fall 2019

#### MA TOWN SNOW REMOVAL RULES

<https://www.bostonglobe.com/2016/12/29/table-sidewalk-snow-shoveling-rules-across-massachusetts/aNI6WXzQf6urBg9DeHKetI/story.html?event=event12>

The data are dated Feb. 3, 2016. If a town has no other information, it either does not have sidewalks, does not have regulations, or has not provided information to the state officials who compiled this data.

NORWOOD - [http://www.norwoodma.gov/departments/public\\_works/snow\\_and\\_ice\\_policy.php](http://www.norwoodma.gov/departments/public_works/snow_and_ice_policy.php)

- Business responsible: yes; see Town Bylaws Article XII, Section 26 and Snow and Ice Policy FAQs
- When: Within 6 hours of daylight after precipitation stops
- Fines for business: no
- Town responsible: sometimes
- When does town shovel: Once the storm has ended and roads have been plowed
- The town plows 31 miles of sidewalk, near schools, Norwood Center, and Washington St.

DEDHAM and CANTON - no info

#### NEEDHAM

- Business responsible: yes
- When: 5 hours after snowfall or precipitation stops between sunrise and sunset
- Fines for business: maximum \$50
- Town responsible: sometimes
- When does town shovel: Once snow and ice depths reach 4"
- The town plows 52 miles of sidewalk on school walking routes and sometimes the downtown business district in the event of an emergency.

#### WESTWOOD

- Business responsible: sometimes
- When: no maximum
- Fines for business: no
- Town responsible: sometimes
- When does town shovel: After roads have been plowed
- The town will clear all sidewalks used to walk to schools, businesses, and public transportation. Property owners must clear sidewalks that are not in the town sidewalk route.

#### WALPOLE

- Business responsible: no

- When: N/A
- Fines for business: N/A
- Town responsible: sometimes
- When does town shovel: no maximum
- Town maintains about 50 miles of sidewalks, including routes to schools, buses, and the commuter rail.

**MA CASE LAW CHANGE IN 2010** re: LIABILITY ON PRIVATE PROPERTY PAPADOPOULOS vs TARGET: A person slipped and fell on a patch of ice in the parking lot in front of a Target department store. He sued Target. The judge denied the claim because that snow and ice was "natural accumulation" that, under prior case law, created no liability for the property owner. The plaintiff appealed. The Supreme Judicial Court abolished the old rule and stated that property owners had the same duty of reasonable care for snow and ice as with other hazards.

#### **WHAT ABOUT PUBLIC SIDEWALKS IN FRONT OF BUSINESSES**

Towns may create bylaws requiring property owners to clear snow and ice from public sidewalks adjacent to their businesses. MGL c. 40, § 21 (2), (3), and (4)

#### **WHAT ABOUT SNOW MELTERS?**

See this article about the "SnowDragon" melter. Capital costs, operating costs and significant maintenance issues would be compared against current hauling costs. This model also separates and collects sediment, trash and other pollutants from snow.

<https://www.twincities.com/2013/03/27/machine-melts-minnesota-snow-and-its-removal-costs/>

#### **ISSUES FOR THE SNOW COMMITTEE RE: COMMERCIAL BUSINESSES AND SIDEWALKS:**

- muni responsibility alone? business responsibility alone? shared responsibility?
- What is Towns' current Level Of Effort for sidewalk clearing? Is there a regular sidewalk clearing route?
- Snow melter machine for muni operations? Open to snow contractors or private businesses too?
- See MAPC guidance: <http://www.mapc.org/wp-content/uploads/2017/11/Snow-Removal-ToolkitFINAL1.10.12.pdf>

#### **TOWN ORDINANCES/ADD'L INFO**

**NORWOOD** [http://www.norwoodma.gov/departments/public\\_works/snow\\_and\\_ice\\_policy.php](http://www.norwoodma.gov/departments/public_works/snow_and_ice_policy.php)

*"We do have an ordinance in the Town Bylaws, Article XII, Section 26, which requires any business or commercial enterprise to clear snow from the sidewalk in front of their property within 6 hours of daylight after any snow has ceased to fall. This ordinance is rarely enforced.*

*Public Works does clear snow from 31 miles of sidewalks in Town. These sidewalk routes were established by a joint effort between the Public Works, Police Department and School Department. It generally focuses on areas around schools, Norwood Center and Washington Street through South Norwood. While having Public Works plow all sidewalks may sound ideal, manpower and financial restraints prohibit that from occurring."*

**ARTICLE 13 - TRENTON ROAD PLAYGROUND**



## ITEMIZED OPINION OF PROBABLE COSTS

Project: Trenton Road Playground  
 Project No. 20026.00  
 Phase: Preliminary Design  
 Date: rev 6 April 2021

### NOTE

Due to the inflationary and unpredictable construction climate, this cost opinion may not represent the actual cost of construction.

This is an Opinion of Probable Construction Cost only and is based upon a preliminary design. Activitas has no control over the cost of labor, materials, equipment or services furnished. We also have no control over project schedules, contractor's means and methods of construction or their determination of prices, the competitive bidding market or negotiating conditions. Activitas cannot guarantee that this opinion will not vary from the actual bid and project costs.

There are no costs provided for client costs, financing of funding costs, legal fees, land acquisition or temporary/permanent easements, operations or any other costs associated with this project that are not specifically part of the preliminary scope.

### ASSUMPTIONS:

Sales tax exempt, prevailing wage rate construction.

No rock or ledge excavation is required unless otherwise noted.

Unsuitable, contaminated or hazardous materials are not contemplated unless otherwise noted.

Item #	Item/Remarks	Notes	Total	Unit	Unit Cost	Cost	Subtotal
<b>ITEMIZED OPINION OF PROBABLE PROJECT COSTS</b>							
<b>MOBILIZATION AND SITE PREPARATION</b>							
00001	Mobilization	1	1	ALLOW	5000.00	\$5,000.00	\$4,200.00
2	Construction Entrance	1	1	ALLOW	2500.00	\$2,500.00	
3	Construction Fence at Site Perimeter	1	450	LF	8.00	\$3,600.00	
4	Utility Protection	1	1	ALLOW	2500.00	\$2,500.00	
5	Silt Fence and Filter Sock - Install, Maintain, Remove	2	350	LF	12.00	\$4,200.00	
6	Tree Removals	1	1	ALLOW	5000.00	\$5,000.00	
7	Invasives Removals	1	1	ALLOW	10000.00	\$10,000.00	
8	Budget Offset Work Completed by Town of Dedham	1 & 2	1	ALLOW	(28,600.00)	(\$28,600.00)	
9	Budget Offset Work Completed by Volunteers		1	ALLOW	0.00	\$0.00	
<b>Item Subtotal:</b>							\$4,200.00
<b>EARTHWORK</b>							
00002	Strip Existing Topsoil	1	130	CY	8.00	\$1,040.00	\$5,200.00
2	Screen Topsoil For Reuse within Limit of Work (assumes 20% fluff)	1	156	CY	15.00	\$2,340.00	
3	Dispose of Tailings (assume 10% of Screened Soil)	1	16	CY	20.00	\$312.00	
4	Relocate Existing Topsoil On-site	1	130	CY	5.00	\$650.00	
5	Strip Existing Subsoil	1	130	CY	8.00	\$1,040.00	
6	Relocate Existing Subsoil On-site	1	130	CY	5.00	\$650.00	
7	Budget Offset Work Completed by Town of Dedham	1 & 2	1	ALLOW	(6032.00)	(\$6,032.00)	
8	Import Gravel Fill (assumes 10' profile)	2	130	CY	40.00	\$5,200.00	
<b>Item Subtotal:</b>							\$5,200.00
<b>PLAY STRUCTURES</b>							
00003	Big Kids Play Structure - (Ages 5-12)		6				\$155,646.64



DRAFT PRICING

Item #	Item/Remarks	Notes	Total	Unit	Unit Cost	Cost	Subtotal
	<b>Play Structure</b>						
	Delivery and Installation (included)					\$30,450.00	
2	Little Kids Play Structure - (Ages 2-5)	7	1	BUDGET	30450.00		
	Play Structure		1	ALLOW	15225.00	\$15,225.00	
3	Delivery and Installation (included)	7	1	BUDGET	13050.00		
	Wooden Obstacle Course		1	ALLOW	6525.00	\$6,525.00	
	Play Structure		1	ALLOW	8526.00	\$8,526.00	
	Delivery and Installation (included)		1	ALLOW	4263.00	\$4,263.00	
4	Perimeter Curb		265	LF	30.00	\$7,950.00	
5	PIP Play Surfacing		3,315	SF	18.27	\$60,565.05	
	Crushed Stone Base (Assume 10')		102	CY	40.00	\$4,092.59	
	Subsurface Drainage		1	ALLOW	5000.00	\$5,000.00	
	<b>Item Subtotal:</b>					\$155,646.64	
00004	<b>NATURAL PLAY MODULES</b>	6					\$26,012.51
1	Wooden Sensory Percussion		1	ALLOW	5300.87	\$5,300.87	
	Play Structure		1	ALLOW	2650.44	\$2,650.44	
	Delivery and Installation (included)		1	ALLOW	2001.00	\$2,001.00	
2	Wooden Sensory Music Panel		1	ALLOW	1000.50	\$1,000.50	
3	Wooden Sensory Play and Learn Element		1	ALLOW	6525.00	\$6,525.00	
	Play Structure		1	ALLOW	3262.50	\$3,262.50	
	Delivery and Installation (included)		1	ALLOW	1218.00	\$1,218.00	
4	Wooden Triple Balance Beam		1	ALLOW	609.00	\$609.00	
5	Wooden Balance Stills		1	ALLOW	1305.00	\$1,305.00	
	Play Structure		1	ALLOW	652.50	\$652.50	
	Delivery and Installation (included)		9	EA	156.60	\$1,409.40	
6	Wooden Balance Posts/Seats		1	ALLOW	78.30	\$78.30	
	Play Structure		1	ALLOW			
	Delivery and Installation (included)		1	ALLOW			
	<b>Item Subtotal:</b>					\$26,012.51	
00005	<b>CIRCULATION</b>						\$53,050.00
1	Boardwalk		860	SF	50.00	\$43,000.00	
	Helical Piles		1	ALLOW	2500.00	\$2,500.00	
2	Boardwalk Guard Rail		125	SF	40.00	\$5,000.00	
3	Cement Concrete Pavement		215	SF	10.00	\$2,150.00	
4	Stone Dust Pavement		50	SF	8.00	\$400.00	
	<b>Item Subtotal:</b>					\$53,050.00	
00006	<b>SITE IMPROVEMENTS</b>						\$46,225.00
1	Custom Benches		3	ALLOW	7500.00	\$7,500.00	
2	Educational Signage		3	ALLOW	4500.00	\$4,500.00	
3	Wayfinding/Entrance Signage		3	ALLOW	1500.00	\$1,500.00	
4	Trash and Recycling Containers		3	ALLOW	2500.00	\$2,500.00	
	<b>Budget Offset Items provided by Town of Dedham</b>		3	ALLOW	(2500.00)	(\$2,500.00)	
5	Covered Bus Stop Structure		4	ALLOW	5000.00	\$5,000.00	
	<b>Budget Offset Items provided by Town of Dedham</b>		4	ALLOW	(5000.00)	(\$5,000.00)	
6	Wood Guardrail		80	LF	35.00	\$2,800.00	
	Guardrail at Trenton Road		160	LF	35.00	\$5,600.00	
	Guardrail at Wetland Line						

DRAFT PRICING

Item #	Item/Remarks	Notes	Total	Unit	Unit Cost	Cost	Subtotal
7	50% Wood Surcharge 6' Cedar Fence		240	LF	17.50	\$4,200.00	
	50% Wood Surcharge		100	LF	125.00	\$12,500.00	
8	Wood Arbor at Main Entrance		50	LF	62.50	\$3,125.00	
9	Timber Bollard		1	ALLOW	3500.00	\$3,500.00	
			4	EA	250.00	\$1,000.00	
	<b>Item Subtotal:</b>					<b>\$46,225.00</b>	
<b>00007</b>	<b>PLANTING AND LANDSCAPE IMPROVEMENTS</b>						<b>\$22,525.00</b>
1	Deciduous Trees Shade Trees - 4-5' cal Flowering Trees - 2-3' cal Warranty & Planting Budget	5	5	EA	900.00	\$4,500.00	
			5	EA	750.00	\$3,750.00	
			10	EA	1237.50	\$12,375.00	
	<i>Budget Offset Work Completed by Volunteers</i>		1	EA	(1237.50)	(\$12,375.00)	
2	Evergreen Trees Evergreen 10-12 hi Warranty & Planting Budget	5	10	EA	495.00	\$4,950.00	
			10	EA	742.50	\$7,425.00	
	<i>Budget Offset Work Completed by Volunteers</i>		1	EA	(742.50)	(\$7,425.00)	
3	Shrubs 2'-3" Native Evergreen Shrubs 2'-3" Native Deciduous Shrubs	5	30	EA	75.00	\$2,250.00	
			50	EA	60.00	\$3,000.00	
	18-2' Native Shrubs - Conservation Grade Warranty & Planting Budget	5	75	EA	25.00	\$1,875.00	
			155	EA	80.00	\$12,400.00	
	<i>Budget Offset Work Completed by Volunteers</i>		1	EA	(12,400.00)	(\$12,400.00)	
4	Groundcovers Ferns Herbaceous Warranty & Planting Budget	5	100	EA	12.00	\$1,200.00	
			100	EA	10.00	\$1,000.00	
			200	EA	16.50	\$3,300.00	
	<i>Budget Offset Work Completed by Volunteers</i>		1	EA	(3300.00)	(\$3,300.00)	
	<b>Item Subtotal:</b>					<b>\$22,525.00</b>	
	<b>Subtotal:</b>					<b>\$312,859.15</b>	
	5% General Conditions					\$15,642.96	
	8% Contractors Overhead and Profit					\$25,028.73	
	<b>CONSTRUCTION SUBTOTAL:</b>					<b>\$353,530.84</b>	
	10% Project Contingency					\$35,353.08	
	<b>Soft Costs (Survey, Geotechnical, Design and Construction Administration Fee) (Carried under separate budget).</b>					<b>\$0.00</b>	
	<b>PRELIMINARY OPINION OF PROBABLE PROJECT COSTS</b>					<b>\$388,883.92</b>	
	<i>Value of Work Offset by Town</i>					<i>\$42,132.00</i>	
	<i>Value of Work Offset by Volunteers</i>					<i>\$95,500.00</i>	

- NOTES:
- 1 Work to be completed by Town of Dedham DPW.
  - 2 Purchase of erosion control by project. Installation by Dedham DPW.
  - 3 Benches to be provided by Dedham Recreation. Installation by Dedham Recreation.
  - 4 Dedham DPW to relocate bus shelter from different location in Town per Brandon.
  - 5 Purchase of trees and shrubs by project. Installation by volunteers.
  - 6 State Bid List Pricing. Calculated at 87% to remove 5% GC and 8% O&P.
  - 7 Budgetary pricing provided by Kompan Inc.

**ARTICLE 15 - CONTRACT EXTENSION**

*Town of Dedham, MA  
Thursday, April 22, 2021*

## Chapter 73. Purchasing

### § 73-5. Contracts not to extend more than three years unless authorized.

No board or officer shall make any contract on behalf of the Town, including any renewal, extension or option, the execution of which shall necessarily extend beyond three years from the date of execution, unless specific authority to do so has been given by vote of the Town or as otherwise provided by law.

**ARTICLE 16 - PROPOSED CHARTER AMENDMENT (HEALTH DIRECTOR)**

*Town of Dedham, MA  
Thursday, April 22, 2021*

## Chapter C. Charter

### Article 3. ELECTED OFFICIALS

#### SECTION 3-6. Board of Health

- (a) **Composition, Term of Office** — There shall be a board of health that shall consist of 3 members. The term of office of a board of health member shall be for 3 years. The terms of office of board of health members shall be so arranged that the term of 1 member shall expire each year.
- (b) **Powers and Duties** — The board of health shall be responsible for the formulation and enforcement of rules and regulations affecting the environment and the public health, and shall have all of the powers and duties that are given to boards of health under the constitution and the General Laws and such additional powers and duties as may be authorized by this charter, by by-law or by vote of the representative town meeting.

*Town of Dedham, MA  
Thursday, April 22, 2021*

## Chapter C. Charter

### Article 4. TOWN MANAGER

#### SECTION 4-2. Powers and Duties

The town manager shall be the chief administrative officer of the town, directly responsible to the select board for the administration of all town affairs for which the office of town manager is given responsibility under this charter. The powers and duties of the town manager shall include, but not be limited to, the following:

- (a) to supervise, direct and be responsible for the efficient administration of all functions and activities for which the office of town manager is given authority, responsibility or control by this charter, by by-law, by the representative town meeting, by vote of the select board, or otherwise;
- (b)
  - (1) To appoint for periods not in excess of 5 years, subject to the civil service laws and of any collective bargaining agreements as may be applicable, all department heads, directors, principal deputies or principal agents of multiple member bodies other than those under the jurisdiction of the school committee, board of library trustees, and the parks and recreation commission and officers and positions for which no other method of appointment is provided in this charter; provided, however, that the town manager shall consult with the appropriate elected or appointed multiple member body prior to hiring a department head, director, principal deputy or principal agent for a particular department. Subject to civil service laws and any applicable collective bargaining agreements, all appointments made hereunder shall be for employment "at will", provided, that such employment may be for periods not in excess of 5 years, and shall become effective on the fifteenth day following the day on which notice of the appointment is filed with the select board; provided, however, that if within that period, the select board, by a vote of at least 3 of its members, shall vote to reject such appointment or has sooner voted to affirm it. Notwithstanding the preceding sentence with respect to the "at will" nature of employment, the town manager shall have authority to enter into employment contracts with the fire chief, police chief, and finance director that provide for other terms and conditions of employment, including dismissal. Copies of the notices of all such appointments shall be posted on the town bulletin boards when submitted to the select board.
  - (2) To suspend or remove, any person appointed by the town manager under section 4-2(b)(1); provided, however, that if such person is the department head director, principal deputy or principal agent for a department for which policy is set by an elected or appointed multiple member body, the town manager shall, except in circumstances in which the best interest of the town require immediate action, first

consult with such body with respect to such suspension or removal. The decision of the town manager in suspending or removing any person appointed by the town manager shall be final.

- (c) to be entrusted with the administration of a town personnel system, including, but not limited to, personnel policies and practices, rules and regulations, including provisions for an annual employee performance review, personnel by-laws and collective bargaining agreements entered into by the town. The town manager shall also prepare and keep current a plan establishing the personnel staffing requirements for each town agency, except the school department.
- (d) to fix the compensation of all appointed officers and employees within the limits established by appropriations of the representative town meeting;
- (e)
  - (1) to attend all regular and special meetings of the select board unless unavailable for reasonable cause and shall have a voice, but no vote, in all of its proceedings;
  - (2) to keep the select board fully advised concerning the status of all matters which have been referred to the office of the town manager by the select board by providing to its members for review at each regular meeting of the select board a full and complete summary of all activity conducted by the office of the town manager since the last meeting of the select board;
- (f) to assure that full and complete records of the financial and administrative activities of the town are kept and to render, as often as may be required by the select board, a full report of all town administrative operations during the period reported on, which report shall be made available to the public;
- (g) to keep the select board fully advised as to the needs of the town and shall recommend to the select board and to other elected town officers and agencies for adoption such measures requiring action by them or the representative town meeting as the town manager may deem necessary or desirable;
- (h) to have full jurisdiction over the rental and use of all town facilities and property except property under the control of the school committee or the conservation commission; provided, however, that the town manager shall be responsible for the maintenance and repair of all town buildings and facilities placed under the town manager's control by this charter, by by-law, by vote of the representative town meeting or otherwise;
- (i) to prepare and present, in the manner provided in Article 5A, an annual operating budget for the town and a proposed capital outlay program for the 5 fiscal years next ensuing.
- (j) to assure that a full and complete inventory of all property of the town, both real and personal, is kept, including all property under the jurisdiction of the school committee.
- (k) to negotiate all contracts involving any subject within the jurisdiction of the office of town manager, including contracts with town employees, except employees of the school department, involving wages, hours and other terms and conditions of employment; provided, however, that all such contracts shall be subject to ratification and execution by the select board;
- (l)



- to serve as the chief procurement officer for purposes of chapter 30B of the General Laws and be responsible for purchasing all supplies, material and equipment for all departments and activities of the town, including execution of contracts therefor; provided, however, that the town manager shall examine, or cause to be examined, the quantity, quality and condition of all supplies, material and equipment delivered to or received by any town agency; and provided further, that the town manager shall be responsible for the disposal of all supplies, material and equipment that have been declared surplus by any town agency;
- (m) to see that all of the provisions of the General Laws, this charter, town by-laws and other votes of the representative town meeting and votes of the select board which require enforcement by the town manager or officers subject to the direction and supervision of the town manager are faithfully executed, performed or otherwise carried out;
  - (n) to inquire, at any time, into the conduct of office or performance of duties of any officer or employee, department, board, commission or other town agency;
  - (o) to attend all sessions of all town meetings and answer all questions raised by persons recognized by the moderator which relate to warrant articles and to matters over which the town manager exercises any supervision;
  - (p) to create, reorganize, expand, consolidate or abolish, in the manner provided in Article 5, town agencies serving under the supervision of the town manager, in whole or in part, and provide for reassignment of powers, duties, functions and responsibilities with and among such agencies so created or existing, notwithstanding any specific designation of a town agency or any specific assignment of powers, duties, functions and responsibilities within this charter; provided, however, that for the purposes of said Article 5, functions assigned by this charter to appointed town agencies under the supervision of the town manager may be assigned to any other agency under the supervision of the town manager or to any board, commission, committee, department, position or office of any such agency in the manner provided in said Article 5;
  - (q) to coordinate the activities of all town agencies serving under the office of town manager and the office of select board with those under the control of other officers and multiple member bodies elected directly by the voters; provided, however, that for the purpose of effecting coordination and cooperation among all agencies of the town, the town manager may require the persons so elected, or their representatives, to meet with the town manager, at reasonable times, to submit such reports and summaries of actions taken as may be deemed to be necessary or desirable to have available for the purpose of such coordination; and
  - (r) to perform any other duties as are required to be performed by the town manager by the town by-laws, administrative organization plan, votes of the representative town meeting, votes of the select board or otherwise.
  - (s) To supervise and direct all appointed department heads, directors, principal deputies and principal agents of elected and appointed multiple member bodies, but excluding the library director and parks and recreation director, with respect to day-to-day performance, in a manner consistent with the town's personnel by-laws and policies, and, if applicable, contracts or collective bargaining agreements. The town manager shall, in connection therewith, provide for an annual review of such department heads, directors, principal deputies and principal agents with respect to day-to-day performance, with or without the respective multiple member body.

<b>Part I</b>	ADMINISTRATION OF THE GOVERNMENT
<b>Title VII</b>	CITIES, TOWNS AND DISTRICTS
<b>Chapter 43B</b>	HOME RULE PROCEDURES
<b>Section 3</b>	PETITION FOR ADOPTION AND REVISION OF CHARTER; FILING; OBJECTIONS

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Section 3. The adoption of a charter for any city or town under sections two and three of Article LXXXIX of the Amendments to the Constitution and the revision of any charter so adopted shall be initiated by filing with the board of registrars of voters of the city or town a petition signed by at least fifteen per cent of the number of registered voters residing in said city or town at the preceding state election. Such petition may consist of a number of separate sheets, but each sheet shall be in substantially the form prescribed therefor in section fifteen and shall be signed and completed in accordance with the instructions contained therein. The city or town clerk shall furnish forms for such petition to any registered voter of the city or town requesting the same. Within ten days from such filing, the board shall check each name to be certified by it on the petition, shall certify thereon the number of signatures so checked which are names of registered voters in the city or town, and shall report the results to the city council or board of selectmen, as the case may be, by filing its report with the city or town clerk. Only names so checked shall be deemed to be names of registered voters for purposes of such petition. The board need

not certify more than one hundred and forty per cent of the number of names required to file a petition, and names not certified in the first instance shall not thereafter be certified on the same petition.

The sheets constituting a petition need not be filed at the same time. For the purposes of this section and of section three of said Article LXXXIX, such a petition shall be deemed to be filed whenever the persons responsible for its filing notify the board in writing that the filing is complete. Before receiving such notice, the board may, but shall not be required to, certify signatures on the sheets of the petition already filed.

Objections to the sufficiency and validity of the signatures on any such petition as certified by the board of registrars of voters shall be made in the same manner as provided by section seven of chapter fifty-five B, within two working days after the filing of the aforementioned certification report by the board.

**ARTICLE 17 - PROPOSED CHARTER AMENDMENT (NOTICE OF VACANCIES)**

*Town of Dedham, MA  
Thursday, April 22, 2021*

## Chapter C. Charter

### Article 6. ADMINISTRATIVE PROVISIONS

#### SECTION 6-4. Notice of Vacancies

Whenever a vacancy occurs in any town office or town employment or on any multiple member body, except for positions covered under the civil service laws, whether by reason of death, resignation, expiration of a fixed term for which a person has been appointed or otherwise, the appointing authority shall cause public notice of the vacancy to be posted on the town bulletin boards. No permanent appointment to fill such a position shall be effective until at least 14 days following such posting. Any person who desires to be considered for appointment to the position may, within 10 days following the date the notice is posted or such later date as set forth in the posting, file with the select board or other appointing authority a statement which sets forth in clear and specific terms the qualifications which such person holds for the position.

**ARTICLE 18 - RECISION & ACCEPTANCE OF STATUTES**

**Part I** ADMINISTRATION OF THE GOVERNMENT

**Title XIV** PUBLIC WAYS AND WORKS

**Chapter 90** MOTOR VEHICLES AND AIRCRAFT

**Section 20A1/2** CITIES OF BOSTON AND CAMBRIDGE; PARKING VIOLATIONS; TAGS; APPEARANCE; FAILURE TO APPEAR; ADJUDICATION BY MAIL

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Section 20A1/2. In the cities of Boston and Cambridge and in any city or town which accepts the provisions of this section, each manager in a city having a Plan D or E form of charter or the mayor, with the approval of the city council or board of aldermen in any other city, or the town council or board of selectmen of a town shall designate or appoint a parking clerk. The parking clerk shall report to the council or aldermen of a city, the council or board of selectmen of a town and shall supervise and coordinate the processing of parking notices in such city or town. The parking clerk shall have the authority, after such authorization by the mayor and city council in a city or town council or selectmen in a town, to hire and designate such personnel as may be necessary or contract by competitive bid for such services, subject to appropriation, to implement the provisions of this section; provided, however, that such positions shall be filled in the city of Boston and Cambridge by granting preference to persons who had been employees of said cities in the fire, police or traffic crossing guard service, and all such positions in said city of Boston and

Cambridge shall be subject to chapter thirty-one, and in no case in the city of Boston and Cambridge shall the amount expended for administration of this section exceed eleven per cent of the total amount of the annual receipts collected by the parking clerk.

It shall be the duty of every police officer who takes cognizance of a violation of any provision of any rule, regulation, order, ordinance or by-law regulating the parking of motor vehicles established for their respective city or town, forthwith to give the offender a notice, which shall be in tag form as provided in this section, to appear before the parking clerk of the city or town wherein the violation occurred at any time during regular office hours, not later than twenty-one days after the date of such violation. All tags shall be prepared in triplicate and shall be prenumbered.

Said tag shall be affixed securely to the motor vehicle and shall contain, but shall not be limited to, the following information: the make, color and registration number of the vehicle involved and the state of issuance of said registration number, the date, time and place of the violation, the specific violation charged and, if a meter violation, the number of said meter, the name and badge number of the officer and his division, a schedule of established fines, instructions for the return of the tag and a notice which reads: This notice may be returned by mail, personally or by an authorized person. A hearing may be obtained upon the written request of the registered owner. Failure to obey this notice within twenty-one days after the date of violation may result in the non-renewal of the license to drive and the registration of the registered owner.



At or before the completion of each tour of duty, the officer shall give to his commanding officer those copies of each notice of such violation taken cognizance of during such tour. Said commanding officer shall retain and safely preserve one of such copies and shall at a time no later than the beginning of the next business day of the city or town after receipt of such notice deliver another of such copies to the parking clerk before whom the offender has been notified to appear. The parking clerk shall maintain a docket of all such notices to appear.

Any person notified to appear before the parking clerk, as provided herein, may appear before such parking clerk, or his designee, and confess the offense charged, either personally or through an agent duly authorized in writing or by mailing to such parking clerk the notice accompanied by the fine provided therein, such payment to be made only by postal note, money order or check made out to the parking clerk. Payment of the fine established shall operate as a final disposition of the case. Notice affixed to a motor vehicle as provided in this section, shall be deemed a sufficient notice, and a certificate of the officer affixing such notice that it has been affixed thereto, in accordance with this section, shall be deemed prima facie evidence thereof and shall be admissible in any judicial or administrative proceeding as to the facts contained therein.

The traffic and parking commission of the city of Boston, the traffic commission or traffic director of any other city or town having such a commission or director with authority to promulgate traffic rules, the city council of any other city, and the board of selectmen of any other town, shall, from time to time, establish by rule or regulation a schedule of fines for violations subject to this section committed within such city or town; provided, however, that all such fines shall be uniform for the same offense committed in the same zone or district, if any; and provided,

further, that the fine for the violation of the parking of motor vehicles within ten feet of a fire hydrant shall not be more than one hundred dollars, and provided, further, that the fine for the violation of parking a motor vehicle within a posted bus stop shall be \$100; and provided further, that any fine established under the provisions of this section for all other parking violations shall not exceed \$50, if paid within 21 days, nor shall it exceed \$55, if paid thereafter, but before the parking clerk reports to the registrar, as provided below and shall not exceed \$75 if paid thereafter.

Should any person notified to appear hereunder fail to appear and, if a fine is provided hereunder, to pay the same, or having appeared desire not to avail himself of the benefits of the procedure established by this section, the parking clerk shall forthwith schedule the matter before a person hereafter referred to as a hearing officer, said hearing officer to be the parking clerk of the city or town wherein the violation occurred or such other person or persons as the parking clerk may designate. Written notice of the date, time and place of said hearing shall be sent by first-class mail to the registered owner. Said hearing shall be informal, the rules of evidence shall not apply and the decision of the hearing officer shall be final subject to judicial review as provided by section fourteen of chapter thirty A.

If any person fails to appear in accordance with said notice, the parking clerk shall notify the registrar of motor vehicles who shall place the matter on record and, upon receipt of two or more such notices, shall not renew the license to operate a motor vehicle of the registered owner of the vehicle or the registration of said vehicle until after notice from the parking clerk that all such matters have been disposed of in accordance with law. Upon such notification to the registrar, an additional twenty

dollar charge, payable to the registrar of motor vehicles, shall be assessed against the registered owner of said vehicle. It shall be the duty of the parking clerk to notify the registrar forthwith that such case has been so disposed of in accordance with law, provided however, that a certified receipt of full and final payment from the parking clerk of the city or town in which the violation occurred shall also serve as legal notice to the registrar that said violation has been disposed of. The notice to appear provided herein shall be printed in such form as the registrar of motor vehicles may approve. The parking clerk shall distribute such notices to the commanding officer of the police department of the city or town upon request, and shall take a receipt therefor. The registrar shall approve such other forms as he deems appropriate to implement this section, and said forms shall be printed and used by the cities and towns.

If any person shall have failed to appear in accordance with five or more said notices, notwithstanding any notification to the registrar, the parking clerk may notify the chief of police or director of traffic and parking of said city or town that the vehicle involved in said multiple violations shall be removed and stored, or otherwise immobilized by a mechanical device, at the expense of the registered owner of said vehicle until such time as the matter has been disposed of in accordance with law.

As used in this section, the words "motor vehicle" shall, so far as apt, include trailer, semi-trailer and semi-trailer unit.

The provisions of this section shall apply to violations of rules and regulations relative to the use of parking areas subject to the control of the county commissioners adjacent to or abutting county buildings, and county commissioners are hereby authorized to make such rules and

regulations. Said provisions shall also apply to violations of rules and regulations relative to the parking of motor vehicles established by any commission or body empowered to make such rules and regulations.

Any person notified to appear before the parking clerk, as provided herein, without waiving his right to a hearing before the parking clerk or hearing officer as provided by this section, and also without waiving judicial review as provided by section fourteen of chapter thirty A, may challenge the validity of the parking violation notice and receive a review and disposition of the violation from the parking clerk or a hearing officer by mail. The alleged parking violator may, upon receipt of the notice to appear, send a signed statement explaining his objections to the violation notice as well as signed statements from witnesses, police officers, government officials and any other relevant parties. Photographs, diagrams, maps and other documents may also be sent with the statements. Any such statements or materials sent to the parking clerk for review shall have attached the persons' name and address as well as the ticket number and the date of the violation. The parking clerk or hearing officer shall, within twenty-one days of receipt of said material, review the material and dismiss or uphold the violation and notify, by mail, the alleged violator of the disposition of the hearing. If the outcome of the hearing is against the alleged violator, the parking clerk or hearing officer shall explain the reasons for the outcome on the notice. Such review and disposition handled by mail shall be informal, the rules of evidence shall not apply, and the decision of the parking clerk shall be final subject to any hearing provisions provided by this section or to judicial review as provided by section fourteen of chapter thirty A. Each parking violation issued shall carry a statement explaining the procedure to adjudicate the violation by mail.

**Part I** ADMINISTRATION OF THE GOVERNMENT**Title XIV** PUBLIC WAYS AND WORKS**Chapter** MOTOR VEHICLES AND AIRCRAFT**90****Section 20** PENALTIES AND PUNISHMENTS

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Section 20. A person convicted of a violation of any provision of this chapter the punishment for which is not otherwise provided, or of a violation of any rule or regulation of the registrar made under authority of section thirty-one, shall be punished by a fine of not more than thirty-five dollars for the first offense, not less than thirty-five nor more than seventy-five dollars for a second offense, and not less than seventy-five nor more than one hundred and fifty dollars for subsequent offenses committed during any twelve-month period; provided, however, that any person convicted of operating a motor vehicle without having been issued a license by the registrar shall be punished by a fine of not more than \$500 for a first offense, by a fine of not less than \$500 nor more than \$1,000, for a second offense and by a fine of not less than \$1,000 nor more than \$2,000, for any subsequent offense; provided, however, that any person convicted of operating or permitting the operation of a school bus carrying passengers in excess of the number authorized under section seven B shall be punished by a fine of not more than one hundred dollars

or by imprisonment for not more than thirty days, or both, and that any person convicted of violating any of the provisions of section sixteen shall be punished by a fine of not less than twenty nor more than one hundred dollars, and that any person convicted of operating a motor vehicle, trailer, semitrailer, semitrailer unit or tandem unit in violation of section nineteen shall be punished by a fine of not more than one hundred dollars and that any person convicted of knowingly operating a motor vehicle, trailer, semitrailer, semitrailer unit or tandem unit or any owner or bailee convicted of requiring or permitting the operation thereof in violation of section nineteen A or of the terms of any permit issued under sections thirty and thirty A of chapter eighty-five shall be punished by a fine of forty dollars for each one thousand pounds of weight or fraction thereof by which the gross weight of such motor vehicle, trailer, semitrailer, semitrailer unit or tandem unit as operated exceeds either that permitted by said section nineteen A or by permit issued for such motor vehicle, trailer, semitrailer, semitrailer unit or tandem unit under sections thirty and thirty A of chapter eighty-five, whichever is greater; provided, further, that if the total of such excess weight is greater than ten thousand pounds, the fine shall be eighty dollars for each one thousand pounds or fraction thereof over said ten thousand pounds; and, provided further, that in a case of so-called irreducible loads, if the owner or bailee of the motor vehicle, trailer, semitrailer, semitrailer unit or tandem unit, or his agent, servant or employee did not have reasonable means or opportunity to ascertain the weight of the load prior to applying for the permit, then the fine shall be ten dollars for each one thousand pounds of weight by which the gross weight of such motor vehicle, trailer, semitrailer, semitrailer

unit or tandem unit as operated exceeds either that permitted by said section nineteen A or section thirty A or the gross weight specified in such permit but in no event more than five hundred dollars.

Any person convicted of a violation of the provisions of section seventeen, or of a violation of a special regulation lawfully made under the authority of section eighteen shall be punished by a fine of not less than fifty dollars. Where said conviction is for operating a vehicle at a rate of speed exceeding ten miles per hour over the speed limit for the way upon which the person was operating, an additional fine of ten dollars for each mile per hour in excess of the ten miles per hour shall be assessed.

Any person convicted of a violation of the provisions of section seventeen while operating any motor vehicle, trailer, semitrailer, semitrailer unit or tandem unit under a permit issued under sections thirty and thirty A of chapter eighty-five and while the weight of such motor vehicle, trailer, semitrailer, semitrailer unit or tandem unit exceeds the limits provided in section nineteen A, exclusive of the additional limits provided in such permit, shall be punished by a fine of not more than one hundred dollars for the first offense, not less than one hundred nor more than one hundred and fifty dollars for a second offense committed in any twelve-month period, and not less than one hundred and fifty nor more than three hundred dollars for subsequent offenses committed in any twelve-month period, and complaints of such violations, notwithstanding the subsequent provisions of this section shall not be placed on file by the court.

There shall be a surcharge of \$50 on a fine assessed against a person convicted or found responsible of a violation of section 17 or a violation of a special regulation lawfully made under the authority of section 18. The first \$50.00 of each surcharge shall be transferred by the registrar of motor vehicles to the state treasurer for deposit into the Head Injury Treatment Services Trust Fund. The remaining amount shall be transferred by the registrar to the state treasurer for deposit in the General Fund.

Upon a third or subsequent conviction in the same twelve month period of a violation of section sixteen or section seventeen or of a regulation made under section eighteen said violation having occurred in the same year, the registrar shall forthwith revoke the license of the person convicted, and no new license shall be issued to such person for at least thirty days after the date of such revocation, nor thereafter except in the discretion of the registrar; provided, however that a holder of a learner's permit who is convicted of a violation under section 17 or section 17A, or under a special regulation under section 18, shall, in addition to any other penalty, fine, suspension, revocation or requirement that may be imposed for such violation, have his learner's permit suspended for 90 days for a first offense and for 1 year for a subsequent offense and the person shall be required to reapply for his learner's permit before he may be issued a license to operate a motor vehicle pursuant to section 8; and provided further, that a holder of a junior operator's license who is convicted of a violation under section 17 or section 17A, or under a special regulation under section 18 shall, in addition to any other penalty, fine, suspension, revocation or requirement that may be imposed for such violation, have such license suspended for 90 days for a first offense and 1 year for a subsequent offense and the junior operator shall also be required to



complete the state courts against road rage program sponsored by the trial court and the department of the state police. The registrar shall impose a \$500 reinstatement fee upon a junior operator who seeks to have his license reinstated following a suspension under this paragraph. A junior operator whose license is suspended pursuant to this paragraph shall not be eligible for license reinstatement until he also completes a program selected by the registrar that encourages attitudinal changes in young drivers who have committed a violation of the motor vehicle laws and until he successfully completes a driving test as required by the registrar. In addition to any reinstatement fee, there shall be a surcharge of \$50 assessed against a person who seeks to have the person's license reinstated following a revocation or suspension under this paragraph. The surcharge shall be transferred by the registrar of motor vehicles to the state treasurer for deposit into the Thomas P. Kennedy Spinal Cord Injury Trust Fund established pursuant to section 59A of chapter 10.

Any person who operates and any person who owns or permits to be operated a motor vehicle or trailer that fails to meet the safety standards established by the registrar pursuant to section 7A shall be punished by a fine of \$25. Any person who owns and fails to have inspected a motor vehicle owned by him, as required pursuant to section 7A or 7V of this chapter or sections 142J and 142M of chapter 111 or any person who operates or permits a motor vehicle owned by him to be operated without a certificate of inspection or a certificate of rejection displayed in accordance with the provisions of said section 7A or 7V or said sections 142J or 142M and the rules and regulations promulgated thereunder shall be punished by a fine of \$50. Any motor vehicle which is required to be inspected pursuant to the provisions of said section 7A and said section 142J or 142M and fails to meet the requirements of such inspection and

has not been issued a certificate of waiver under the provisions of clause (b) of the first paragraph of said section 7V or said section 142M shall be subject to suspension or revocation of the certificate of registration as may be prescribed by the registrar under section 22.

There shall be a surcharge of \$5 on a fine assessed against a person convicted of or found responsible for a motor vehicle violation pursuant to this chapter or a violation of a special regulation lawfully made under the authority of this chapter. The surcharge shall be transferred by the registrar of motor vehicles to the state treasurer for deposit into the Public Safety Training Fund established in section 2JJJJ of chapter 29.



**FINANCE COMMITTEE**



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