

**REPORT AND RECOMMENDATIONS  
OF THE  
FINANCE COMMITTEE**

**COMMONWEALTH OF MASSACHUSETTS**

**TOWN OF BELLINGHAM**



**FALL TOWN MEETING  
Wednesday, November 15, 2023  
7:30 p.m.**

**BELLINGHAM HIGH SCHOOL**

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## **FINANCE COMMITTEE**

John Allam, Chairman  
Joseph E. Collamati, Jr.  
Brian Boyd  
Kevin Keppler  
Jennifer Kuzmeskas  
Jack McCarthy  
Tina M. Griffin, Clerk

## **CAPITAL IMPROVEMENTS COMMITTEE**

Roland A. Lavallee, Chairman  
Joseph E. Collamati, Jr.  
Michael Hennessey  
Jennifer Kuzmeskas  
Jack McCarthy  
Tina M. Griffin, Clerk

## **MODERATOR**

Michael Carr

## **TOWN CLERK**

Lawrence J. Sposato, Jr.

## **SELECTBOARD**

Michael Connor, Chairman  
Sahan Sahin, Vice-Chairman  
Michael Hennessey  
Ann Odabashian

Hilarie Allie, Administrative Assistant

## **SCHOOL COMMITTEE**

Michael J. Reed, Jr., Chairman  
Jennifer L. Altomonte, Vice-Chairman  
Mark J. Flannery  
Erik Ormberg  
Bev Pierce

## **CHIEF FINANCIAL OFFICER**

Mary MacKinnon

## **INTERIM TOWN ADMINISTRATOR**

Beth Cornell-Smith

## **TOWN MEETING GLOSSARY**

<b>CHERRY SHEET</b>	A financial statement from the State that itemizes State aid and assessments to the Town.
<b>ENTERPRISE FUND</b>	A fund where expenditures are restricted for operating, capital, and debt costs of a particular service (such as water, sewer, trash, and stormwater). It allows a community to recover the total costs of a service through user fees or the user fees may be supplemented by taxation. The budget for an enterprise fund is not autonomous, it must be voted annually at Town Meeting. An enterprise fund balance can be carried over from year to year.
<b>FISCAL YEAR</b>	The Town operates on a fiscal year that begins on July 1 <sup>st</sup> and ends on June 30 <sup>th</sup> .
<b>FREE CASH</b>	Funds certified by the state as appropriated in previous years but not expended. It can result from higher than anticipated revenue and/or lower than anticipated expenditures.
<b>OVERLAY RESERVE</b>	A Board of Assessors fund used to cover tax abatements and statutory exemptions.
<b>RESERVE FUND</b>	A Finance Committee fund used for extraordinary and unforeseen expenditures during the year.
<b>REVOLVING FUND</b>	A fund created to allow specific programs to use fees collected to defray the expenses of the program. A revolving fund does not have to be appropriated each year

**COMMONWEALTH OF MASSACHUSETTS**

**TOWN OF BELLINGHAM**

**WARRANT FOR FALL TOWN MEETING**

**Norfolk, ss:**

**To either of the Constables of the Town of Bellingham, in the County of Norfolk;**

**GREETINGS:**

**In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs to meet at the**

**HIGH SCHOOL AUDITORIUM**

**Located at 60 Blackstone Street in said Bellingham, on Wednesday, the fifteenth day of November 2023, at 7:30 p.m., then and there to act on the following articles:**

**ARTICLE 1. AMEND ANNUAL TOWN MEETING ARTICLE 1 – OPERATING EXPENSES AND SALARIES**

**To see if the Town will vote to amend the vote taken under Article 1 of the May 2023 Annual Town Meeting establishing the FY2024 Town operating budget, by reducing, adding to, deleting, amending appropriations, or transferring funds from various sources into items within said Article 1; or act or do anything in relation thereto.**

**(By: Board of Selectmen)**

***RECOMMENDED by the Finance Committee 5/0  
Funding as listed below:***

<b>Department</b>	<b>Purpose</b>	<b>Amount</b>
Veterans	Wages – Full Time	\$26,000
Veterans	Wages – Part Time	\$8,000
Veterans	Expenses	\$3,000
DPW	Wages – Collective Bargaining Agreement	\$7,407
MIS	Cybersecurity Services and Equipment	\$50,000
HR	Professional Services for Consulting Study	\$10,000
Parks	Part-Time/Seasonal Wages	\$20,000
Parks	Elected Officials	\$3,000
Transfers	Expenses – Transfer to Health Insurance	\$300,000
Transfers	Expenses - Compensated Absence Fund	\$50,000
Transfers	Expenses - OPEB Trust	\$50,000
Assessors	Wages – Full Time	\$67,000
Police	Move from Salaries to Expenses	\$(55,942)
Police	Move from Salaries to Expenses	\$55,942
Police	Overtime	\$50,000
Police	Expenses - Tasers	\$26,000
Fire	Overtime	\$50,000
Conservation	Wages – Full Time	\$32,000
Tree Warden	Expenses - Tree Removal	\$50,000
Bldg. Maintenance	Expenses - Property Repairs	\$25,000
	<b>TOTAL:</b>	<b>\$827,407</b>
	<b>Funding Source:</b>	<b>Raise and Appropriate</b>

**ARTICLE 2. AMEND ANNUAL TOWN MEETING ARTICLE 2 – TRASH ENTERPRISE**

To see if the Town will vote to amend the vote taken under Article 2 of the May 2023 Annual Town Meeting establishing the FY2024 Trash Enterprise budget, by reducing, adding to, deleting, amending appropriations, or transferring funds from various sources into said Article 2; or act or do anything in relation thereto.

(By: Board of Selectmen)

*RECOMMENDED by the Finance Committee 5/0  
Funding as listed below:*

Department	Purpose	Amount	Funding Source
Trash	AFSCME Contract	\$418	Retained Earnings
	<b>TOTAL</b>	<b>\$418</b>	

**ARTICLE 3. AMEND ANNUAL TOWN MEETING ARTICLE 3 – WATER ENTERPRISE**

To see if the Town will vote to amend the vote taken under Article 3 of the May 2023 Annual Town Meeting establishing the FY2024 Water Enterprise budget, by reducing, adding to, deleting, amending appropriations, or transferring funds from various sources into said Article 3; or act or do anything in relation thereto.

(By: Board of Selectmen)

*RECOMMENDED by the Finance Committee 5/0  
Funding as listed below:*

Department	Purpose	Amount	Funding Source
Water	AFSCME Contract	\$17,130	Retained Earnings
	<b>TOTAL</b>	<b>\$17,130</b>	

**ARTICLE 4. AMEND ANNUAL TOWN MEETING ARTICLE 4 – SEWER ENTERPRISE**

To see if the Town will vote to amend the vote taken under Article 4 of the May 2023 Annual Town Meeting establishing the FY2024 Sewer Enterprise budget, by reducing, adding to, deleting, amending appropriations, or transferring funds from various sources into said Article 4; or act or do anything in relation thereto.

(By: Board of Selectmen)

*RECOMMENDED by the Finance Committee 5/0  
Funding as listed below:*

Department	Purpose	Amount	Funding Source
Sewer	AFSCME Contract	\$5,260	Retained Earnings
	<b>TOTAL</b>	<b>\$5,260</b>	

**ARTICLE 5. AMEND ANNUAL TOWN MEETING ARTICLE 5 – STORMWATER ENTERPRISE**

To see if the Town will vote to amend the vote taken under Article 5 of the May 2023 Annual Town Meeting establishing the FY2024 Stormwater Enterprise budget, by reducing, adding to, deleting, amending appropriations, or transferring funds from various sources into said Article 5; or act or do anything in relation thereto.

(By: Board of Selectmen)

*RECOMMENDED by the Finance Committee 5/0  
Funding as listed below:*

Department	Purpose	Amount	Funding Source
Stormwater	AFSCME Contract	\$4,285	Retained Earnings
	<b>TOTAL</b>	<b>\$4,285</b>	



## **ARTICLE 6. CAPITAL OUTLAY – (Expenditures \$50,000 & Over)**

**To see if the Town will vote to raise and appropriate a sum of money and to determine how such appropriation shall be raised, whether by transfer of available funds, by taxation, by borrowing or otherwise, and if by borrowing to authorize the issuance and sale of general obligation bonds or notes of the Town therefore for the purpose of financing the purchase and equipping, construction, reconstruction and/or engineering costs associated with various capital outlay items or improvements proposed by Town Departments, Boards or Committees, and, as may be appropriate, to authorize the Board of Selectmen to enter into lease/purchase agreements of up to or exceeding three years; or act or do anything in relation thereto.**

**(By: Board of Selectmen)**

<b>Department</b>	<b>Description</b>	<b>Amount</b>	<b>Funding Source</b>	<b>Finance Committee</b>	<b>Capital Imp. Committee</b>
Selectboard	Domino's (final payment)	\$96,000	Free Cash	6/0	3/0
Fire	Replace Pumper Engine	\$600,000	Capital Imp Trust	5/0	3/0
		\$500,000	Free Cash	5/0	3/0
Fire	Command Vehicle	\$83,735	Free Cash	5/0	3/0
Fire	Command Vehicle	\$83,735	Free Cash	5/0	3/0
Fire	Feasibility Study	\$100,000	Free Cash	5/0	3/0
Police	Tasers (5 Year Lease, \$28,822 per year)	\$129,110	Operating Budget	5/0	3/0
Police	Replace Police Vehicles (Qty 2)	\$50,000	Free Cash	5/0	3/0
		\$75,400	Free Cash	5/0	3/0
School	HVAC VAV Upgrade at BHS	\$90,400	Free Cash	6/0	3/0
School	Key Fob Systems for Stallbrook & DiPietro	\$11,470	Free Cash	6/0	3/0
School	Key Fob Systems for Stallbrook & DiPietro	\$100,000	Capital Imp Trust	6/0	3/0
School	Lawn & Field Maintenance Equipment	\$49,999	Free Cash	6/0	3/0
School	Additional Funding - 14-Passenger Van	\$31,998	Free Cash	6/0	3/0
School	Desk Replacement	\$70,000	Free Cash	6/0	3/0
Sewer	Old Bridge Sewer Station	\$285,210	Free Cash	4/0	3/0
		\$175,000	Retained Earnings	4/0	3/0
Building Maintenance	Electronic Signboard	\$72,000	Free Cash	2/3	2/1
DPW	Replace B-9 Six-Wheel Salt, Plow, Dump Truck	\$368,363	Free Cash	4/0	2/1
DPW	Replace B-10 Salt, Sand, Plow, Dump Truck	\$134,766	Free Cash	4/0	3/0

Department	Description	Amount	Funding Source	Finance Committee	Capital Imp. Committee
DPW	Replace MT-7 Roadside Trackless Mower, Snowblower, Plow	\$248,243	Free Cash	4/0	3/0
Parks	Silver Lake Beach Upgrades	\$25,000	Free Cash	4/0	3/0
		\$25,000	Silver Lake Revolving Fund	4/0	3/0
Parks	Replace P-1 Crew Cab with F-350	\$78,678	Free Cash	4/0	3/0
Tree Warden	Tree & Stump Removal	\$50,000	Operating Budget	4/0	3/0
Water	BW-12 Water Break Plow Truck (New/Expand Fleet)	\$213,749	Retained Earnings	4/0	4/0
<b>TOTAL: Capital Projects Over \$50K</b>		<b>\$3,747,856</b>			

Free Cash	\$2,454,997
Borrowing	
Capital Improvement Trust	\$700,000
Operating Budget	\$179,110
Revolving Funds	\$25,000
Trash Retained Earnings	
Water Retained Earnings	\$213,749
Sewer Retained Earnings	\$175,000
Stormwater Retained Earnings	
<b>TOTAL: Funding Sources for Capital Over \$50K</b>	<b>\$3,747,856</b>

## **ARTICLE 7. NON-CAPITAL OUTLAY – (Expenditures of Less Than \$50,000)**

To see if the Town will vote to raise and appropriate a sum of money and to determine how such appropriation shall be raised, whether by transfer of available funds, by taxation, by borrowing or otherwise, and if by borrowing to authorize the issuance and sale of general obligation bonds or notes of the Town therefore for the purpose of financing the purchase and equipping of various non-capital outlay items or improvements proposed by Town Departments, Boards or Committees, and, as may be appropriate, to authorize the Board of Selectmen to enter into lease/purchase agreements of up to or exceeding three years; or act or do anything in relation thereto.

**(By: Board of Selectmen)**

***RECOMMENDED by the Finance Committee 6/0***  
***Funding as listed below:***

<b>Department</b>	<b>Description</b>	<b>Amount</b>	<b>Funding Source</b>
Building Maintenance	Fire Alarm & Security System for Historical Museum	\$12,360	Operating Budget
Water	Aluminum Trench Box	\$18,950	Retained Earnings
Water	Variable Frequency Drive (VFD) for Hartford Avenue	\$45,000	Retained Earnings
Stormwater	Asset Management Program (Grant Match)	\$43,180	Retained Earnings
<b>TOTAL: Capital Projects Under \$50K</b>		<b>\$119,490</b>	

Free Cash	
Borrowing	
Capital Improvement Trust	
Operating Budget	\$12,360
Revolving Funds	
Trash Retained Earnings	
Water Retained Earnings	\$63,950
Sewer Retained Earnings	
Stormwater Retained Earnings	\$43,180
<b>TOTAL: Funding Sources for Capital Under \$50K</b>	<b>\$119,490</b>

## ARTICLE 8. TOWN CHARTER REVISIONS

To see if the Town will vote to authorize the Board of Selectmen to file with the General Court a home rule petition for special legislation amending the Town Charter to make various revisions proposed by the Charter and Bylaw Review Committee, all as shown in a document on file with the Town Clerk's office and available on the Town's website at [www.bellinghamma.org](http://www.bellinghamma.org); provided, however, that the General Court may make changes of form only to such bill without approval of the Board of Selectmen, and, further, to authorize the Board of Selectmen to approve such revisions requested by the General Court as are consistent with the public purposes of the petition; or act or do anything in relation thereto.

(By: Charter and Bylaw Review Committee)

*Action was taken by the Town Charter and Bylaw Review Committee*

## ARTICLE 9. TO APPROVE AND FUND THE AFSCME LABOR CONTRACT

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, and/or otherwise for the purpose of funding the cost items of the first two (2) years of a Collective Bargaining Agreement by and between the Town of Bellingham and the AFSCME Labor Union beginning July 1, 2022 through June 30, 2025, and to authorize the Town Accountant to allocate such funds to appropriate FY24 department budgets as needed; or act or do anything in relation thereto.

(By: Board of Selectmen)

*RECOMMENDED by the Finance Committee 5/0*

*Funding as listed below:*

Department	Purpose	Amount	Funding Source
Trash	AFSCME Contract	\$275	Retained Earnings
Water	AFSCME Contract	\$17,130	Retained Earnings
Sewer	AFSCME Contract	\$5,260	Retained Earnings
Stormwater	AFSCME Contract	\$4,285	Retained Earnings
DPW	AFSCME Contract	\$5,080	Free Cash
	<b>TOTAL</b>	<b>\$32,030</b>	

#### **ARTICLE 10. ACCEPTANCE OF G.L. c.41, §111M**

**To see if the Town will vote to accept the provisions of G.L. c.41, §111M, to provide employees providing emergency medical services for the Town under the provisions of G.L. c. 111C who are incapacitated for duty because of injury sustained in the performance of their duties without fault of their own with leave without loss of pay for the period of such incapacity; or act or do anything in relation thereto.**

**(By: Board of Selectmen)**

*The Finance Committee took No Action on this Article*

#### **ARTICLE 11. ACCEPTANCE OF G.L. c.41, §111N**

**To see if the Town will vote to accept the provisions of G.L. c.41, §111N, to indemnify employees providing emergency medical services for the Town under the provisions of G.L. c. 111C for their reasonable hospital, medical, surgical, chiropractic, nursing, pharmaceutical, prosthetic and related expenses and reasonable charges for chiropody incurred as the natural and proximate result of an accident occurring or, of undergoing a hazard peculiar to their employment, while acting in the performance and within the scope of their duties without fault of their own; or act or do anything in relation thereto.**

**(By: Board of Selectmen)**

*The Finance Committee took No Action on this Article*

## **ARTICLE 12. DEED IN LIEU OF FORECLOSURE**

To see if the Town will vote to accept a deed in lieu of foreclosure, pursuant to the provisions of General Laws Chapter 60, Section 77C, conveying to the Town fee title to all or portions of the parcel of land located on Beech Street, identified on the Assessors Map 4 Parcel 33, containing 0.735 acres, more or less, and being the premises described in a deed recorded with the Norfolk Registry of Deeds in Book 7907, Page 358, which parcel is subject to tax taking by the Treasurer/Collector for unpaid real estate taxes, said parcel to be under the care, custody, control and management of the Board of Selectmen for general municipal purposes and/or for the disposition thereof, by sale or otherwise, and to authorize the Board of Selectmen to convey said land on such terms and conditions as the Board of Selectmen deems appropriate, and, further, to take any and all actions and execute any and all documents necessary or convenient to consummate the foregoing transactions; or act or do anything in relation thereto.

(By: Board of Selectmen)

*RECOMMENDED by the Finance Committee 6/0*

## **ARTICLE 13. TRANSFER TO CAPITAL INVESTMENT TRUST FUND**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the purpose of funding the Capital Investment Trust Fund; or act or do anything in relation thereto.

(By: Board of Selectmen)

*The Finance Committee took No Action on this Article. The Finance Committee was informed this Article would be passed over at Town Meeting*

## **ARTICLE 14. TRANSFER TO GROUP HEALTH INSURANCE TRUST FUND**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the purpose of funding the Group Health Insurance Trust Fund; or act or do anything in relation thereto.

(By: Board of Selectmen)

*The Finance Committee took No Action on this Article. The Finance Committee was informed this Article would be passed over at Town Meeting*

#### **ARTICLE 15. TRANSFER TO COMPENSATED ABSENCES FUND**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the purpose of funding the Compensated Absences Fund; or act or do anything in relation thereto.

(By: Board of Selectmen)

*The Finance Committee took No Action on this Article. The Finance Committee was informed this Article would be passed over at Town Meeting*

#### **ARTICLE 16. TRANSFER TO STABILIZATION FUND**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the purpose of funding the Stabilization Fund; or act or do anything in relation thereto.

(By: Board of Selectmen)

*The Finance Committee took No Action on this Article. The Finance Committee was informed this Article would be passed over at Town Meeting*

#### **ARTICLE 17. UNPAID BILLS**

To see if the Town will vote to raise, appropriate, or transfer a sum of money for the payment of certain unpaid bills of a prior fiscal year; or act or do anything in relation thereto.

(By: Board of Selectmen)

*The Finance Committee took No Action on this Article. The Finance Committee was informed this Article would be passed over at Town Meeting*

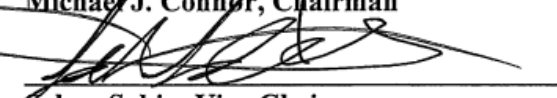
**THANK YOU FOR ATTENDING THE NOVEMBER 2023  
FALL TOWN MEETING**

And you are directed to serve this Warrant, by posting attested copies thereof at Town Hall and in other municipal buildings throughout Town forty-five days, at least, before the time and place of meeting as aforesaid.

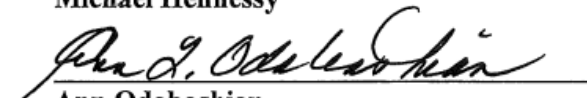
Hereof, fail not and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting as aforesaid.

Given under our hands this 29<sup>th</sup> day of September in the year of Our Lord, Two Thousand Twenty Three.

  
Michael J. Connor, Chairman

  
Sahan Sahin, Vice Chairman

\_\_\_\_\_  
Michael Hennessy

  
Ann Odabashian

BOARD OF SELECTMEN

#### RETURN OF THE WARRANT

Norfolk, ss:

Pursuant to the within Warrant, I have notified and warned the inhabitants of the Town of Bellingham by posting attested copies of the same at Town Hall and in other municipal buildings throughout Town, in accordance with Town By-laws.

9/29/2023  
Date

  
Constable of Bellingham