

Special Town Meeting Minutes
2nd Session
April 23, 2018

Town Moderator Steve Doherty, called the 2nd Session of the Special Town Meeting to order on April 23, 2018 at 7:32p.m. in the Town Hall Auditorium, 298 Central Street, Saugus, MA with 44 members present. A quorum was met.

Joyce Rodenhiser from precinct 1 and Peter Rossetti from precinct 2 were appointed and sworn in as tellers.

Town Clerk, Ellen Schena, called the roll at 7:33 p.m.

Town Meeting Member name	Present/ Absent	Town Meeting Member name	Present/ Absent	Town Meeting Member name	Present/ Absent
BARTOLO, J.	P	BRAZIS, K	P	BROWN, W.	P
CAMUSO, R	P	CANTERBURY, M	P	CICOLINI, J.	P
COBURN, J.	A	CONNORS, A.	A	COSTELLO, M.	P
COTTAM, J.	P	CURRIE, K.	P	DEVLIN, F.A.	P
DIGIROLAMO	P	DINARDO, A.	P	DIVIRGILIO, S.	A
DOHERTY, S.	P	DUNN, S.	A	FALASCA, T.	P
FISHER, R.	P	FOWLER, J.	P	GOODWIN, P.	A
GROARK, L.	P	HORLICK, S.	A	JONES, C.	P
KELLY, D.	P	LAVOIE, R.	P	LEUCI, W.	P
LOPRESTI, A.	A	MARCHAND, W.	P	MCCABE, K.	P
MCCARTHY, S.	A	MORESCHI, C.	P	MURPHY, S.	P
PAOLINI, M.	P	POLITANO, K.	P	PRIZIO, P	A
RANDO, P	P	RODENHISER, J.	P	ROSSETTI, P.	P
SERINO, M.	P	SPENCER, B.	P	STEWART, W.	A
SULLIVAN, P.	A	SWEEZEY, S.	P	THOMPSON, R.	P
TRAVERSE, T.	P	WALLACE, R.	P	WHITCOMB, M.	P
WITTEN, R.	P	WORTHLEY, J.	P		

38 Members present + Moderator, a quorum is met.

Moderator Doherty informs Town meeting that John Coburn, Precinct 10, Patricia Prizio, Precinct 7, Steve Horlick Precinct 8 and pam Goodwin Precinct 5 informed the Town Clerk and himself that they are unable to attend tonight’s Special Town meeting.

Reports from Committees; Finance Committee Report at 7:37p.m.

Chairman of the Finance Committee Ken DePatto speaks briefly at 7:53p.m. speaks briefly on approving the Committees recommend. Article 13 source of funding is free cash which was omitted /typo.

No other Committee Reports.

As a courtesy to the Town Manager, Mrs. Moreschi moves Article 10 to the floor as recommended.

Seconded at 7:38.p.m.

Article as written:

Article 10. To see if the Town will vote to appropriate a sum of money for street lighting relocation, including the payment of costs incidental or related thereto; to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action relative thereto.

Town Manager Scott Crabtree speaks at speaks at 7:38pm regarding all the street lighting poles (about 45 poles) that need to be addressed.

No Discussion on Article 10

Article as voted: Voted to recommend the sum of \$45,000.00 for street lighting relocation, including the payment of costs incidental or related thereto. The source of funds is certified free cash.

Seconded at 7:41p.m.

Taking of the vote:

Article 10 passed as recommended, by unanimous voice vote at 7:41 p.m

As a courtesy to the Town Manager, Mrs. Moreschi moves Article 11 to the floor as recommended.

Seconded at 7:42 p.m.

Article as written:

Article 11. To see if the Town will vote to appropriate a sum of money for designing, rehabilitating and/or replacing town dams, including the payment of costs incidental or related thereto; to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action relative thereto.

Town Manager Scott Crabtree speaks at 7:42pm stating the town is not in compliance with the dams (goes back to 2008). This article is for the design work only for the 3 ponds. The Town must submit to the State a plan to move forward. The source will be free cash. Compliance with the State and have to fund ourselves.

No Discussion on Article 11.

Seconded at 7:43p.m.

Article as voted: Voted to recommend the sum of \$150,000.00 for designing, rehabilitating and/or replacing town dams, including the payment of costs incidental or related thereto. The source of funds is certified free cash.

Article 11 passed as recommended, by unanimous voice vote at 7:44p.m

As a courtesy to the Town Manager, Mrs. Moreschi moves Article 12 to the floor as recommended.

Seconded at 7:44 p.m.

Article as written:

Article 12: To see if the Town will vote to appropriate a sum of money for analysis and recommendations leading to design and construction of storm water capital improvements, including the payment of costs incidental or related thereto; to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action relative thereto.

Town Manager Scott Crabtree speaks at 7:45p.m. on how this article has been discussed publically for the last 2 years. The work has been done by the DPW Director to identify hot spots of storm water issues in the town and to come up with a master plan. This is a major issue where many communities continue to develop their infrastructure. Please support this borrowing article.

Martin Costello, Precinct 10 speaks at 7:49pm asks the Town Manager; Is there a financial relations between Article 11 and Article 12? In Precinct 10 (his precinct) there was a start of a restoration project and will this be part of this article as well?

Town Manager Scott Crabtree answers at 7:50pm. The dams in the Golden Hills is separate and it is required by the State. The east side of Saugus, this is something they will analysis with the DPW Director especially with the flooding. He is unsure to conclude at this point...especially with many flooding all over town.

Article as voted: Voted to recommend the sum of \$350,000.00 be appropriated for analysis and recommendations leading to design and construction of storm water capital improvements, including the payment of costs incidental or related thereto; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow said sum under G.L. c.44, §7(1) or any other enabling authority; that the Town Manager is authorized to contract for and expend any federal or state aid available for the projects; that the Board of Selectmen or the Town Manager is authorized to take any other action necessary or convenient to carry out the projects; and that any premium received upon the sale of any bonds or notes approved by this vote, less any such 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 Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Call for the vote.

Seconded at 7:52p.m.

Article 12 passed as recommended, by unanimous voice vote at 7:53p.m.

As a courtesy to the Town Manager, Mrs. Moreschi moves Article 13 to the floor as recommended.

Seconded at 7:53 p.m.

Article as written:

Article 13. To see if the Town will vote to appropriate a sum of money for upgrading gas pumps and the purchase and installation of new control system equipment at the Public Works and Public Safety location, including the payment of costs incidental or related thereto; to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action relative thereto.

Moderator reminds Town Meeting that the source of funding is free cash.

Town Manager Scott Crabtree speaks at 7:54pm again specifics that the source of funding for this Article is free cash. He explains that this is upgrading a bad system. Move to make the pumps and mechanisms back to a working order.

No Discussion. Call for the questions

Seconded at 7:55p.m.

Article as voted: Voted to recommend the sum of \$160,000.00 for upgrading gas pumps and the purchase and installation of new control system equipment at the Public Works and Public Safety location, including the payment of costs incidental or related thereto

Article 13 passed as recommended, by unanimous voice vote at 7:55p.m.

As a courtesy to the Town Manager, Mrs. Moreschi moves Article 14 to the floor as recommended.

Seconded at 7:56 p.m.

Article as written:

Article 14. . 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 unpaid bills of a prior fiscal year.

Town Manager Scott Crabtree speaks at 7:56p.m. with regards to each year there is payments that need to flow through. Get Departments there assistance that need to be encumbered.

Bill Brown, Precinct 6 speaks at 7:58p.m. asks about taking money from the water enterprise fund? Can we do this to pay the bills or are these incidental bills from the previous year.

Town Manager Scott Crabtree speaks again at 7:59pm for Town meeting to look at the chart which will provide the answers to the question.

Call for the question.

Seconded at 8:00p.m.

Article as voted: Voted to recommend the appropriation of \$109,001.24 to fund bills of the prior year. The source of funding is Fiscal Year 2017 available carryover as follows: \$5,821.23 in the General Fund, \$97,372.00 in the Sewer Enterprise Fund, and \$5,808.01 in the Water Enterprise Fund.

Article 4 passed as recommended, by unanimous voice vote at 8:00p.m.

As a courtesy to the Town Manager, Mrs. Moreschi moves Article 15 to the floor as recommended.

Seconded at 8:01 p.m.

Article as written:

Article 15. To see if the Town will vote to amend the general bylaws of the Town of Saugus by adding a new section to be known as 405.00 Departmental Revolving Funds to establish and authorize revolving funds for use by certain town departments, boards, committees, agencies or officers under Massachusetts General Laws Chapter 44, s53E ½, by adding the following:

405.00 Departmental Revolving Funds

405.1 Purpose

This bylaw establishes and authorizes revolving funds for use by town departments, boards, committees, agencies, or officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by Massachusetts General Laws Chapter 44, s 53E ½.

405.2 Expenditure Limitations

A department or agency head, board, committee, or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this bylaw without appropriation subject to the following limitations:

- A. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund (except for those employed as school bus drivers).
- B. No liability shall be incurred in excess of the available balance of the fund.
- C. The total amount spent during a fiscal year shall not exceed the amount authorized by town meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Board of Selectmen and the Finance Committee.

405.3 Interest

Interest earned on monies credited to a revolving fund established by this bylaw shall be credited to the general fund.

405.4 Procedures and Reports

Except as provided in Massachusetts General Laws Chapter 44, s 53E ½ and this bylaw, the laws, charter provisions, bylaws, rules, regulations, policies, or procedures that govern the receipt and custody of town monies and the expenditure and payment of town funds shall apply to the use of a revolving fund established and authorized by this bylaw. The Town Accountant shall include a statement on the revenue credited to each fund, the encumbrances, and expenditures charged to the fund and the balance available for expenditure in the regular report the Town Accountant provides the department, board, committee, agency, or officer on appropriations made for its use.

405.5 Authorized Revolving Funds

The following table establishes:

405.5.1 Each revolving fund authorized for use by a town department, board, committee, agency, or officer.

405.5.2 The department or agency head, board, committee or officer authorized to spend from each fund.

405.5.3 The fees, charges, and other monies charged and received by the department, board, committee, agency or officer in connection with the program or activity for which the fund is established that shall be credited to each fund by the Town Accountant.

405.5.4 The expenses of the program or activity for which each fund may be used.

405.5.5 Any restrictions or conditions on expenditures from each fund.

405.5.6 Any reporting requirements that apply to each fund.

405.5.7 The fiscal years each fund shall operate under this bylaw.

Town Manager Scott Crabtree speaks at 8:05p.m. takes you back by explaining Governor Baker and his administration went and did surveys to make municipal government better and this is what it is called the ‘Modernization Act’. This is not much different then what our town has done in previous years. This is just that the town cannot spend more money than what they have which puts you in a deficit. Any questions, Wendy Hatch (Saugus Treasurer/Financial Director) is here to explain in more detail.

Martin Costello, Precinct 10 speaks at 8:06pm asks regarding Departments; Will they be involved in these revolving accounts and what happens to the funds if unused? Town Manager explains it stays in the account until the next fiscal year.

Article as voted: Voted to recommend the Town amend the general bylaws of the Town of Saugus by adding a new section to be known as 405.00 Departmental Revolving Funds to establish and authorize revolving funds for use by certain town departments, boards, committees, agencies or officers under Massachusetts General Laws Chapter 44, s53E ½, by adding the following:

405.00 Departmental Revolving Funds

405.1 Purpose

This bylaw establishes and authorizes revolving funds for use by town departments, boards, committees, agencies, or officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by Massachusetts General Laws Chapter 44, s 53E ½.

405.2 Expenditure Limitations

A department or agency head, board, committee, or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this bylaw without appropriation subject to the following limitations:

- A. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund (except for those employed as school bus drivers).
- B. No liability shall be incurred in excess of the available balance of the fund.
- C. The total amount spent during a fiscal year shall not exceed the amount authorized by town meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Board of Selectmen and the Finance Committee.

405.3 Interest

Interest earned on monies credited to a revolving fund established by this bylaw shall be credited to the general fund.

405.4 Procedures and Reports

Except as provided in Massachusetts General Laws Chapter 44, s 53E ½ and this bylaw, the laws, charter provisions, bylaws, rules, regulations, policies, or procedures that govern the receipt and custody of town monies and the expenditure and payment of town funds shall apply to the use of a revolving fund established and authorized by this bylaw. The Town Accountant shall include a statement on the revenue credited to each fund, the encumbrances, and expenditures charged to the fund and the balance available for expenditure in the regular report the Town Accountant provides the department, board, committee, agency, or officer on appropriations made for its use.

405.5 Authorized Revolving Funds

The following table establishes:

- 405.5.1 Each revolving fund authorized for use by a town department, board, committee, agency, or officer.
- 405.5.2 The department or agency head, board, committee or officer authorized to spend from each fund.
- 405.5.3 The fees, charges, and other monies charged and received by the department, board, committee, agency or officer in connection with the program or activity for which the fund is established that shall be credited to each fund by the Town Accountant.
- 405.5.4 The expenses of the program or activity for which each fund may be used.
- 405.5.5 Any restrictions or conditions on expenditures from each fund.
- 405.5.6 Any reporting requirements that apply to each fund.
- 405.5.7 The fiscal years each fund shall operate under this bylaw.

Call for the vote.

Seconded at 8:09 p.m.

405.5.1	405.5.2	405.5.3	405.5.4	405.5.5	405.5.6	405.5.7
Revolving Fund	Department, Board, Committee, Agency, or Officer authorized to spend from the fund	Fees, charges, or other receipts credited to the fund	Program or Activity Expenses Payable from the fund	Restrictions or conditions on expenses payable from the fund	Other requirements or reports	Fiscal Years
Senior Center - Programs & Activities	Council on Aging Director	Fees charged & received by the Senior Center for all programs & activities	Operating expenses paid in connection with maintaining the programs & activities		The Town Accountant shall furnish annually a report of revenue, expenditures, and fund balance to the Finance Committee prior to the vote of Town Meeting authorizing the amount that may be spent from the fund during the upcoming fiscal year.	This revolving fund shall operate for Fiscal Year 2019 and subsequent years.
Senior Center - Lunch Program	Council on Aging Director	Fees charged & received by the Senior Center for the Senior Center Lunch Program	Operating expenses paid in connection with maintaining the Lunch Program		The Town Accountant shall furnish annually a report of revenue, expenditures, and fund balance to the Finance Committee prior to the vote of Town Meeting authorizing the amount that may be spent from the fund during the upcoming fiscal year.	This revolving fund shall operate for Fiscal Year 2019 and subsequent years.
Water System Cross-Connection Program	Code Enforcement - Plumbing Inspector	Fees charged and received by the Code Enforcement Department for Cross-Connection device inspections	Operating expenses paid in connection with maintaining the Cross-Connection Inspection Program as mandated by the Department of Environmental Protection		The Town Accountant shall furnish annually a report of revenue, expenditures, and fund balance to the Finance Committee prior to the vote of Town Meeting authorizing the amount that may be spent from the fund during the upcoming fiscal year.	This revolving fund shall operate for Fiscal Year 2019 and subsequent years.
Town of Saugus Compost Program	Waste Collection Coordinator	Compost facility sticker fees charged and received by the Waste Collection and Health Departments for use of the Compost Facility	Operating expenses paid in connection with operating the Compost Facility		The Town Accountant shall furnish annually a report of revenue, expenditures, and fund balance to the Finance Committee prior to the vote of Town Meeting authorizing the amount that may be spent from the fund during the upcoming fiscal year.	This revolving fund shall operate for Fiscal Year 2019 and subsequent years.
Youth & Recreation Programs & Activities	Youth & Recreation Department Director	Fees charged & received by the Youth & Recreation Department for all recreational programs & activities for the community	Operating expenses paid in connection with maintaining the programs & activities for the community		The Town Accountant shall furnish annually a report of revenue, expenditures, and fund balance to the Finance Committee prior to the vote of Town Meeting authorizing the amount that may be spent from the fund during the upcoming fiscal year.	This revolving fund shall operate for Fiscal Year 2019 and subsequent years.

Article 15 passed as recommended, by unanimous voice vote at 8:09 p.m.

Moderator asks for a motion to adjourn the 2018 Special Town Meeting on April 23, 2018 sine die.
Motion called for an Adjournment.

Seconded at 8:10 p.m.

Unanimous voice vote at 8:10 pm to adjourn sine die.

Respectfully submitted

Ellen Joyce Schena
Town Clerk