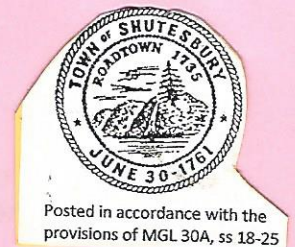


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on
7/24/18
2:30pm



Some Background on the two articles on the Special Town Meeting Warrant of 7/31/2018

Article 1. Submitted by a Citizen's Petition. It calls for providing \$65,000 for the Fire Chief's salary.

The vote taken will be advisory as the salary of Fire Chief is determined through contract negotiations. (Four positions in Town governed by contracts are: Police Chief, Fire Chief, Highway Supt. and Town Administrator.) A negotiating team (one member from the Selectboard, one from the Finance Committee, one from the Personnel Board and the Town Administrator as an ex-officio/non-voting member) has been meeting with the Fire Chief since January 24, 2018. The Contract is currently under negotiation. When the Contract is mutually agreed upon, it is brought to the Selectboard for approval.

At Annual Town Meeting time, the budget voted on contains salary lines. For those lines/positions for which a contract is still open/unsigned, the amount listed is subject to change. The Finance Committee can propose transfers to cover negotiated settlements, as needed. Other Town salaries are based on a salary schedule which contains annual cost of living percent increases.

The Finance Committee will recommend the source of Funds to use for this Article. The vote will be by written ballot. And yes, as with all Town Meetings, (not Elections), you need to be present to vote.

Article 2. A change in the State statutes now requires the revolving fund to be established as a Town By-law. Once this bylaw is adopted, M.G.L. c. 44, section 53E1/2 states that the Town on or before July 1 of each year, vote on the limit on the total amount that may be expended from each revolving fund established under this section. This article establishes that general Town By-law.

Susie Mosher, Town Clerk
Penelope Kim, Town Moderator

Finance Committee Recommendations

Article 1. To see if the Town of Shutesbury will vote to transfer from available funds to meet the salary of \$65,000 for Shutesbury Fire Chief/Emergency Management Director/EMT Director/E-911 Coordinator/Forest Warden/Cemetery Commissioner, Walter Tibbetts, for the fiscal year beginning July 1, 2018.

(Sponsor: petition)

Requires 2/3rds vote if amended source is stabilization funds

Requires a majority vote if amended source is appropriated

Finance Committee: Does not recommend

Article 2. DEPARTMENTAL REVOLVING FUNDS

1. Purpose. This by-law 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 General Laws Chapter 44 § 53E1/2.

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 by-law 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 selectboard and finance committee.

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

4. Procedures and reports. Except as provided in General Laws Chapter 44 §53E1/2 and this by-law, the laws, by-laws, 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 by-law. The town accountant shall include a statement on the collections 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.

5. Authorized Revolving Funds. The Table establishes:

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

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

C. 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.

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

E. Any restrictions or conditions on expenditures from each fund.

F. Any reporting or other requirements that apply to each fund, and

G. The fiscal years each fund shall operate under this by-law.

(Sponsor: Selectboard)

Requires a majority vote

Finance Committee: Recommends