

TOWN OF  
**DUXBURY**  
MASSACHUSETTS



**Annual Town Report**

for the period covering  
July 1, 2017 through June 30, 2018

### Town Hall At-A-Glance

Please refer to the below list of some of the services available through various Town Hall departments. For more information, please stop by or call the appropriate office, and we will be happy to assist you!

781-934-1100

Town of Duxbury Website: [www.town.duxbury.ma.us](http://www.town.duxbury.ma.us)

<u>Telephone</u>	<u>Department</u>
x6009	<b><u>Accountant's Office:</u></b> Obtain information on the financial health of the Town.
x6010	<b><u>Assessing Department:</u></b> Obtain records and information pertaining to real property, motor vehicle excise tax, personal property, boat excise tax and other matters.
x5491	<b><u>Board of Health:</u></b> Obtain Title V septic information; file plans and obtain permits for septic systems; obtain well permits; obtain permits for the keeping of farm animals; report health issues and obtain information on a variety of health-related subjects; Liquor License and Common Victualler Information.
x5471	<b><u>Conservation:</u></b> Questions regarding ecology/conservation, whether or not in conjunction with building construction.
x5501	<b><u>Department of Public Works:</u></b> You may refer general questions to the DPW office, or specific issues can be addressed regarding Animal Control, Cemetery, Highway, Lands & Natural Resources and Water departments.
x5412	<b><u>Employee Health Benefits</u></b>
x5410	<b><u>Human Resources Director</u></b>
x5600	<b><u>Library</u></b>
x5481	<b><u>Municipal Services:</u></b> Obtain building, zoning, plumbing, gas, wiring, home occupation, business occupation, sign, certificate of occupancy permits, and zoning and building code enforcement, as well as recreational clamming permits.
x5476	<b><u>Planning Board:</u></b> Questions regarding development of property.
x5562	<b><u>Recreation Department:</u></b> Information regarding youth programs, the Percy Walker Pool, and Tarkiln Community Center rental.
781-934-7600	<b><u>School Business Office/Superintendent</u></b>
x6016	<b><u>Selectmen/Town Manager:</u></b> Address specific concerns to the Selectmen or the Town Manager, obtain Talent Bank Applications, Event Permit Applications, One-Day Liquor Licenses, and general information.
x5702	<b><u>Senior Center:</u></b> Our Senior Center provides seniors with meaningful opportunities to enjoy life, interact with the community and preserve their mental and physical well-being .
x5451	<b><u>Town Clerk:</u></b> Obtain Birth, Death, Marriage certificates; Marriage licenses, dog licenses, business certificates, beach horseback riding permits, voter registration and election information.
x6001	<b><u>Treasurer/Collector:</u></b> Pay tax and water bills; obtain beach and transfer station stickers including beach horseback riding permits; and Municipal Lien Certificate (MLC) requests.

# Annual Report

July 1, 2017 – June 30, 2018



The Piping Plover, which calls Duxbury Beach home from March-early September, is listed as “threatened” under both the Massachusetts Endangered Species Act and Federal Endangered Species Act. As such, they are monitored and protected during their nesting activity (including courting and nesting adults, nesting and chick-rearing habitat, nests and eggs, and unfledged chicks) in accordance with the “guidelines” put out by the U.S. Fish & Wildlife Service and the MA Division of Fisheries & Wildlife. Management of so many beachgoers’ activities and wishes in conjunction with conserving protected species is a yearly challenge, but the Town and the Duxbury Beach Reservation work cooperatively together to implement an approved monitoring program, which allows us to keep some recreational activity while chicks are present.

[www.town.duxbury.ma.us](http://www.town.duxbury.ma.us)

# In Memoriam

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## **Charles Henry Fargo, Jr.**

July 7, 2017

Charlie's involvement in community service was significant and diverse as he was Moderator of the Town of Duxbury for ten years, a founding member and trustee of the Duxbury Beach Reservation, Inc., and founder and board member of the Duxbury Bay Maritime School. These are just a few of the many organizations of importance to Charlie.

## **Elizabeth DeWire**

July 19, 2017

Betty raised her family in Duxbury where she was an active member of many local clubs and organizations including the Duxbury Rural & Historical Society, the Duxbury Garden Club, and the Duxbury Senior Center, to name a few.

## **Matthew S. Cushing**

August 28, 2017

Matt grew up in Duxbury and graduated from Duxbury High School as a Parade All-American Soccer Player and was inducted into the Duxbury High School Athletic Hall of Fame. Matt was a dedicated soccer coach, an avid outdoorsman, and cherished time with his family.

## **Glenn Ghidoni**

September 4, 2017

Glenn will be remembered as a Town of Duxbury employee working for the Cemetery Department.

## **Jane Coulson Aldrich**

September 15, 2017

Jane settled in Duxbury in 1963 and taught special education in Duxbury Schools for many years and was beloved by former students and faculty. She enjoyed playing tennis and sailing in Duxbury Bay.

## **Robin MacCloskey McInnis**

October 2, 2017

Everyone who knew Robin enjoyed her vibrant personality and her ability to light up a room. Robin will also be remembered for her time driving a school bus for Duxbury Schools, and her Sunday morning church solos.

## **Margaret Kilpatrick O'Brien**

October 7, 2017

Marge was a great teacher and taught at Duxbury High School for 24 years, retiring in 1998. She was a loving and devoted wife, mother and grandmother whose joyful spirit will be missed by all who knew her.

## **Sheila Inglis Milliken**

October 8, 2017

Sheila and her family summered in Duxbury until moving permanently in 1972. She and her husband Henry volunteered at the Council on Aging and for Meals on Wheels. They also loved to travel.

## **Charlotte F. Queeny**

October 16, 2017

Charlotte and James Queeny settled in Duxbury in 1952 where Mrs. Queeny opened and ran the Meeting House Nursery School for more than 30 years. Mrs. Queeny was also an active member of the Duxbury Rural & Historical Society.

## **Edwin I. Baker**

October 23, 2017

Edwin was born and raised in Duxbury and will be remembered for working for many years as a Duxbury Firefighter before getting married and moving to New Hampshire.

**John J. Todd**

**October 31, 2017**

John was active in charitable causes and also an active community member in Duxbury, including being the past chairman and longtime member of the Duxbury School Committee, member of the Duxbury Housing Authority, Founder of Duxbury Youth Softball, and a tireless volunteer at the Senior Center Council on Aging. John enjoyed his grandchildren and attending their events.

**Albert L. Marshall Jr.**

**December 20, 2017**

While living in Duxbury, Albert was superintendent of the Duxbury Water Department. He and his retired early to Maine to enjoy life in the country.

**Richard T. Campus**

**January 24, 2018**

Dick enjoyed traveling and boating. While living in Duxbury, he was a former Assistant Harbormaster and first EXO under Harbormaster Don Beers.

**Arlene Lovell**

**February 4, 2018**

Arlene was raised in Duxbury and went to Duxbury Schools. She was a very active member of the community including working at the Duxbury Library, Duxbury Schools, and volunteering at the Duxbury Consignment Shop. She spent many days with the Crafty Ladies at the Senior Center. She loved spending time with her husband, friends and kids.

**Arthur P. Vautrain**

**February 7, 2018**

Art was a dedicated member of the Duxbury Conservation Commission from 1995-2004, where he championed the acquisition of conservation lands and space, which made a lasting impact on conservation in Duxbury. He will be missed by his colleagues on the Commission who knew him well. Art and his wife Alice enjoyed sailing on Duxbury Bay.

**Deborah A. Beck**

**March 10, 2018**

Deborah will be remembered as beginning her career as a first-grade teacher for Duxbury Schools.

**Lucille Slack**

**March 24, 2018**

Lucille was a long time resident of Duxbury where she taught in Duxbury Schools and raised her children.

**Marjorie May Evans Bishop**

**May 7, 2018**

As a lifelong Duxbury resident, Marjorie passed peacefully surrounded by family at the home she was born in. Marjorie spent part of her career as a fifth-grade teacher at Duxbury Elementary School.

**Robert T. Walsh**

**May 11, 2018**

Bob will be remembered for his photography, being an avid horseman, and also being active in the community as a member of the Agricultural Commission.

**James Taylor Pye**

**May 26, 2018**

Jim will be remembered as a resident of Duxbury for 65 years as a local attorney, realtor and a graduate of Duxbury High School's Class of 1965. He was a very active participant in Duxbury including coaching youth teams, and as a member of the Shellfish Advisory Committee participating in its work to bring oyster farming to Duxbury. Jim enjoyed his roots, was well-known and was a valuable member of the community. He will be missed by many.



## *John Powers Heinstadt*

June 28, 2018

John Heinstadt, President of The Friends of the Duxbury Council on Aging, passed away suddenly on June 28, 2018. Prior to being President he had served the Friends as a member of its Board of Directors and Vice President.

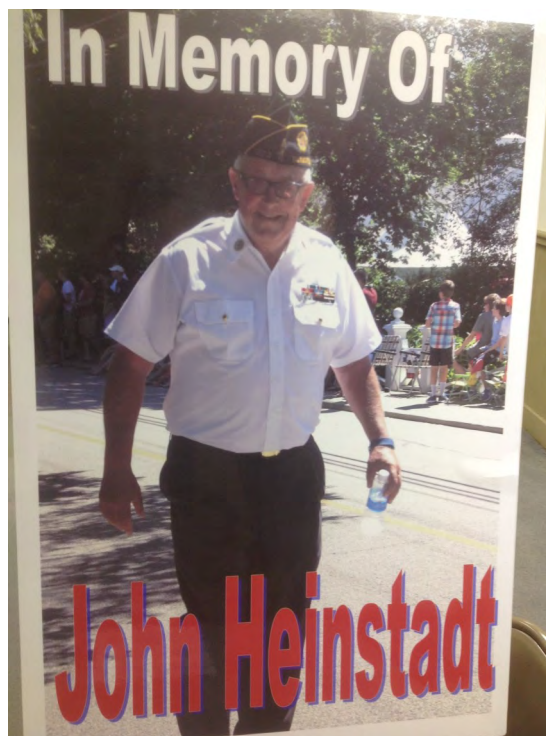
John was a dedicated and tireless volunteer to the Duxbury community. Whether it was a ride to a doctor's appointment, doing deliveries for the Duxbury Lions Food Pantry, or whatever, he was always willing. He served many years on the Duxbury School Committee, was a member of COA Building Committee, was Treasurer of the American Legion Post 223, and an active parishioner at Holy Family.

The Friends and Duxbury have lost a walking symbol of generosity; the Baltimore Orioles have lost their most loyal fan.

John Heinstadt was a proud veteran who served his country for almost 30 years. His tours of duty included Guantanamo Bay, Antarctica and Vietnam. He retired from the US Navy Reserves with the rank of Captain. John continued his service to veterans as a civilian. He was a dedicated member of the Duxbury American Legion Post 223 where he was involved in many of its activities. Whether serving as the Finance Officer, participating in parades and ceremonies, driving veterans to their hospital appointments or ensuring that the MIA/POW missing man table was displayed at various businesses around Town, he could always be counted on. As a "SeaBee" their motto was "Can Do" and John sure could do it.

You are missed, our friend.

Yours Friends from the Duxbury American Legion Post 223



# In Recognition



## Employees with 20 or More Years of Service to the Town of Duxbury

### 20 - 24 years

Diane Alongi, Substitute Teacher - 23 years  
Steven Amado, Police Department – 23 years  
Ritamarie Benoit, School Department Admin – 24 years  
Karen Benson, High School – 24 years  
Edward Bertino, School Custodian – 22 years  
Jacquelyn Biagini, Substitute Teacher – 23 years  
John C. Blake, Middle School - 21 years  
John Bunar, High School – 22 years  
Peter Buttkus, Department of Public Works – 24 years  
Kathleen B. Carney, Alden School - 21 years  
Julie K. Cook, Middle School - 21 years  
Sandra M. Coonan - Before & After Dark - 21 years  
John Craft, High School – 24 years  
David Cusick, High School Custodian – 24 years  
Raymond Degaut, Library – 24 years  
Phillip Disciullo, High School Custodian – 23 years  
Craig Drilling, Recreation – 22 years  
David Elliott, DPW Transfer Station – 24 years  
Anthony Fisher, High School – 22 years  
Jennifer S. Gallerani, Adult Ed Daycare - 21 years  
Karen Hahn, Library – 23 years  
Catherine J. Hart, High School - 21 years

PJ Hussey, Fire Department – 23 years  
Shaun Kelly, High School – 23 years  
Daniel Kenney, Elementary School – 24 years  
Johanna M. Keyes, Substitute Teacher - 21 years  
Mary Leach, Fire Department Admin - 21 years  
Margaret Malone, High School Nurse – 23 years  
David Murphy, Library – 22 years  
Laura A. Neprud, School - 21 years  
Jill Noerenberg, High School – 24 years  
Loring J. Nudd, Jr., Fire Department - 21 years  
Mary L. O'Donnell, Police Department - 21 years  
Joanne W. Puopolo, Support Assistant - 21 years  
Alice Richard, Chandler School – 23 years  
Sherri Sewall, Chandler School – 23 years  
Patricia Simons, School Department – 24 years  
Julie Spolidoro, High School - 21 years  
Steven Studley, Recreation – 23 years  
Friend Weiler, Police Department – 23 years  
Virginia Whoriskey, School Department – 24 years  
Rebecca Wigmore, Alden School - 21 years  
Nancy Wohler, Chandler School – 24 years

### 25 – 29 years

Amy Beers, Adult Ed Daycare – 28 years  
Douglas Bleicken, Inspectional Services – 28 years  
Paul Bruce, Cemetery Department – 27 years  
Michael Carbone, Police Department – 29 years  
Neil Chandler, Harbormaster – 26 years  
Wendy Cox, Chandler School – 25 years  
Druanne Davies, School Department – 27 years  
Rebecca Ford, Council on Aging – 27 years

Sara Jones, Accounting – 25 years  
Mary McIntosh-Leydon, High School – 28 years  
Stefanie Middleton, Harbormaster – 27 years  
Kristen Okerfelt, School Department – 28 years  
Joan Paris, Adult Ed Daycare – 28 years  
Deborah Perez, High School – 25 years  
Patricia Pietrantonio, Alden School – 28 years  
Deborah Prescott, School Department – 29 years

Carol Germinaro, School Department – 29 years  
Ronald Glennon, School Department – 27 years  
Kristen Golden, Police Department – 29 years  
Carol Halloran, School Aide – 26 years  
Rose Hickey, Library – 26 years  
Thomas Johnson, Police Department – 27 years

James Tougas, Police Department – 29 years  
Gail Trenholm, School Department – 27 years  
Mary Ellen Vidito, Police Department – 25 years  
Timothy Wigmore, Police Department – 29 years

### **30 – 39 years**

Diane Barker, School Department – 35 years  
Susan Battaglioli, Alden School – 31 years  
Michele Boyd, School Department – 31 years  
James Brown, Highway Department – 31 years  
Marcia Brudenell, Chandler School – 34 years  
Glen Cavicchi, Highway Department – 31 years  
Jeffrey Chandler, Fire Department – 30 years  
Karen Chase, Adult Ed Daycare – 30 years  
Lewis Chubb, IV, Police Department – 32 years  
Mary Ciccarelli, High School – 32 years  
Robert Cleary, High School - 34 years  
Thomas Cram, Alden School – 30 years  
Gordon Cushing, Recreation – 37 years  
John Donovan, Alden School – 34 years  
Barbara Donovan, Alden School – 32 years  
James Dowd, Inspectional Services – 30 years  
Doreen Duross, School Department – 30 years  
Christine Geary, Alden School – 35 years  
Carolyn Govoni, Accounting – 32 years  
Deborah Govoni, Chandler School – 31 years  
Rita Hale, School Department – 31 years  
Christopher Johnson, Police Department – 36 years

John Kennedy, High School – 32 years  
Deborah Killory, Library – 32 years  
Denise Lamare, Alden School – 30 years  
Trudy Lavin, Department of Public Works – 34 years  
Mary Leighton, Alden School – 30 years  
James Levine, Police Department – 31 years  
Darin MacFarlane, High School - 30 years  
Patti MacLennan, Alden School – 35 years  
Sheilagh McCann, Recreation – 36 years  
Christopher Mori, Police Department – 31 years  
Regina Moylan, High School – 32 years  
Judith Murphy, Department of Public Works – 30 years  
Helene Simpson, Chandler School – 34 years  
John Stoddard, Jr, School Department – 39 years  
Robert Sullivan, DPW Water Department – 32 years  
Shelley Thomas, Alden School – 32 years  
Joyce Turner, Adult Ed Daycare – 32 years  
Pieter van Slyck, Fire Department – 32 years  
Debra Ventura, Chandler School – 30 years  
Kathleen Watts, Alden School – 34 years  
Christopher West, Fire Department – 32 years

### **40 - 49 years**

Joseph Grady, Jr., Conservation – 41 years  
John Guilderson, Fire Department – 40 years  
Linda Klein, Alden School – 42 years

James MacIntyre, Middle School – 42 years  
Dennis Symmonds, Police Department – 44 years

### **50+ years**

Gordon Leighton, School Department – 56 years

# Retirements



*As you look to your past, be proud of what you have accomplished, the wisdom you have gained,  
and the friends you have made.*

*Wishing you all the best in your life after retirement.*

*The Town of Duxbury thanks you for your commitment to our community.*

Coppage, Christopher - Police Patrolman - 22 Years

Denman, Nancy - Library Department Head-Children's - 26 Years

Grant, Diane - Planning Administrative Assistant - 13 Years

Jankowski, Carol - Library Director - 20 Years

Madden, John - Finance Director - 12 Years

Madru, Richard - School Music Director - 35 Years

## COMMUNITY COMPACT SIGNING

The Town of Duxbury entered into a Community Compact with the Commonwealth of Massachusetts on November 1, 2017.

The Community Compact is a voluntary, mutual agreement entered into between the Baker-Polito Administration and individual cities and towns of the Commonwealth. In a Community Compact, a community will agree to implement at least one best practice that they select from across a variety of areas. The community's chosen best practice(s) will be reviewed between the Commonwealth and the municipality to ensure that the best practice(s) chosen are unique to the municipality and reflect needed areas of improvement. Once approved, the written agreement will be generated and signed by both the municipality and the Commonwealth. The Compact also articulates the commitments the Commonwealth will make on behalf of all communities.

The Town of Duxbury pledges to adopt the following best practices:

1. Complete a Master or Open Space & Recreation Plan to guide land conservation and development decisions including zoning and land acquisition.
2. Review and evaluate financial management structure to ensure that the structure and reporting relationships of the community's finance offices support accountability and a cohesive financial team process.
3. Develop resiliency, recovery and contingency plans that are aligned with community realities and position the community to effectively manage unforeseen events.

The Commonwealth will work with the Town of Duxbury as a partner in implementing these best practices, including prioritizing technical assistance when that is needed to accomplish execution of a new best practice.

The Baker-Polito Administration seeks to recognize municipalities that are striving to become more innovative and accountable and introduce incentives through various state grants and programs to reward municipalities who have signed Community Compacts and committed themselves to continuous improvement.



Senator Patrick O'Connor, Selectman Theodore J. Flynn, Lt. Governor Karyn Polito, Selectman Chair Shawn Dahlen, State Representative Josh Cutler, and Town Manager René Read at the Community Compact signing on November 1, 2017

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Front Cover (Snowy Owl) - Courtesy of Steve Shroeder; Pg. 3 (Piping Plover) Courtesy of Stewart Ting Chong Pg. 6 (John Heinstadt) Courtesy of the Amer. Legion Post 223; Pg. 18 (Least Terns) Courtesy of Stewart Ting Chong; Pg. 74 (Least Terns) courtesy of Bradford Bower; Pg. 131 (Seagull) Courtesy of Mitch Miller; Pg. 135 (Plover chick) Courtesy Laurie Wenham; Pgs 136-137 Courtesy of Duxbury Affordable Housing Trust; Pg. 143 (Plover Chick) Courtesy of Laurie Wenham; Pg. 146 Courtesy of AEC; Pg. 147 Courtesy of CPC; Pg. 152 Courtesy of Planning Board; Pg. 157 Courtesy of Tony Kelso; Pg. 159 Courtesy of David Murphy; Pg. 161 (Nancy Denman) Courtesy of the Duxbury Clipper; Pgs. 163-166 Courtesy of Duxbury Public Schools; Pg. 167 Courtesy of Stewart Ting Chong; Pg. 169 Courtesy of Captain Rob Reardon; Pg. 185 Courtesy of the Duxbury Nuclear Advisory Committee; Pgs 188-191 Courtesy of Police Department; Pg. 194 Courtesy of Cemetery Department; Pg. 196 Courtesy of Water Department; Pg. 199 Courtesy of Stewart Ting Chong; Back Cover courtesy of Town Manager's office

# Town Administration

Board of Selectmen

Town Manager



**Board of Selectmen: Shawn Dahlen, Vice Chair;  
Ted Flynn, Chair; David Madigan, Clerk**



**Town Manager, René J. Read**

## Board of Selectmen

The beginning of Fiscal Year 2018 stepped off with the bookend celebrations of Duxbury's 4th of July Parade and the Duxbury Beach Party and Bonfire going off without a hitch. Thanks to the diligent efforts of the 4<sup>th</sup> of July Committee, Town staff, and Public Safety officials.

In August, 2017 the Town Counsel Search Committee, after a thorough vetting process, came before the Board of Selectmen with their recommendation regarding Town Counsel. Although all agreed that Anderson & Kreiger, LLC had done good work in representing the Town of Duxbury and in clearing up some legal matters, it was recommended the Town hire KP Law, PC. The Board agreed and the transition of legal counsel began shortly thereafter.

In the fall, the Board met with representatives of Columbia Pictures and granted permission for filming of scenes for the movie, *Equalizer 2*, to take place in Duxbury. As the film stars Denzel Washington, this was another case of Hollywood discovering Duxbury.

On more serious matters, in the Fall of 2017 the Board took action regarding several required plans to move the Town one step closer to becoming a Green Community. Thanks to the efforts of Town staff and Duxbury volunteers, Duxbury received official word on December 28, 2017 that it was named a Green Community. This sought-after designation opened the door to Duxbury's eligibility for grant funds, which, while competitive, the Town staff had not been shy about seeking.

On November 1, 2017 the Selectmen met with Lieutenant Governor Karyn Polito for a Community Compact signing. The Community Compact is a partnership between a town and the State to work together to create best practices for the town. This designation also allows Duxbury to seek grant funds and technical assistance with the understanding that for its part the Town will work on several agreed to best practice areas. Duxbury's commitments were: (1) Complete a Master or Open Space & Recreation Plan to guide land conservation and development decisions including zoning and land acquisition; (2) Review and evaluate financial management structure; and (3) Develop resiliency, recovery and contingency plans that are aligned with community realities and position the community to effectively manage unforeseen events.

November, 2017 also found the Board and the community facing the first of several challenges. The first challenge being a change in the operation of the Transfer Station, specifically with regard to recycling. Although Duxbury residents had been used to single-stream recycling, it was explained that there was a need for the Town to go back to dual-stream recycling, which requires the separation of cardboard, paper, glass, and plastic/cans from other waste. This decision was in direct response to China's implementation of the National Sword policy in which China was no longer going to accept single-stream recyclables due to the level of contamination by food waste. As a result, the cost of getting rid of recyclables was escalating. Dual-stream recyclables remain domestic and because they contain less soiled paper are more recyclable. So in an effort to manage the situation, in a cost-effective manner, the Selectmen did support a return to dual-stream recycling at the Transfer Station.

In March 2018, Duxbury faced one of its most difficult challenges as Mother Nature threw at us not just one Nor'easter, but several days of back-to-back storms made worse with astronomically high tides. The result was the catastrophic crumbling of sections of the Duxbury Seawall and the flooding of the adjacent area. To mitigate the situation as much as possible, the Duxbury DPW worked at all hours to shore up the gap with boulders generously donated by the Duxbury Beach Reservation, and Duxbury Public Safety was also on the scene assisting in various ways.

Much of the rest of FY18 has been spent gathering information for filing claims with the Federal Emergency Management Agency (FEMA) for reimbursement of the storm costs, filing grants, and trying to sort out ownership of the seawall with an eye to figuring out funding for repair of the failed sections and ultimately replacement of the entire wall. Along the way the Selectmen seated the Duxbury Seawall Committee to assist with these efforts.

Throughout FY18 the Board worked with the Duxbury Affordable Housing Trust and in partnership with Habitat for Humanity and was pleased to see some affordable housing projects moving forward. From a home conversion on Franklin Street to a new single-family home on Lakeshore Drive to a six-unit development at Feinberg Bog off Temple Street, it is encouraging to finally see some additional affordable housing being established in Duxbury.

The Board wishes to recognize the efforts of Town Manager René Read. We appreciate his capable handling of the day-to-day needs of the Town and his communication with the Board, the public, and the Town staff.

Likewise, the Board would be remiss if it did not recognize the professionalism and dedication of the Town Employees. In February, 2018 Duxbury said a fond farewell to Finance Director John Madden as he set his sights on retirement. His conservative approach or what came to be known as “the Madden Way” put the Town on a stable financial footing as signified by Duxbury’s continued AAA bond rating. The Board welcomed Duxbury’s new Finance Director John Q. Adams with expectations that he can live up to his predecessor’s fiscal acumen.

Duxbury’s strongest asset continues to be its numerous citizens, who volunteer their knowledge, time, and expertise toward maintaining the character and lifestyle we have all come to enjoy. The Board welcomes this help and wants to take this opportunity to thank the many volunteers for their contributions.

Respectfully submitted,

Theodore J. Flynn, Chair  
Shawn Dahlen, Vice Chair  
David J. Madigan Clerk

# Town Manager

To the Residents of Duxbury,

The period from July 1, 2017, to June 30, 2018, went by at a rapid pace as a year filled with celebration, challenging weather occurrences and retirements.

As with every summer, the arrival and presence of the Piping Plovers on Duxbury Beach continued to be a challenge. Again the nesting areas took center stage as they needed to be monitored as the eggs began to hatch. Restrictions and limitations to beach access were put in place and were expertly managed throughout the season with the partnership of the Town's Harbormaster department, the Endangered Species Officer and the Duxbury Beach Reservation. In keeping with my commitment to the public, periodic updates on the status of nesting pairs and the potential impact to the beach access was provided by the Endangered Species Office in conjunction with the Harbormaster's office. While managing beach restrictions, the Duxbury Beach Reservation collaborated with the Town and provided overflow parking to all resident and non-resident ORV beach sticker holders. I commend all those involved for working harmoniously to manage the presence of the plovers and look forward to our continued efforts to allow for safe and appropriate beach access.

As I have been doing for the last several years, my plan is to continue to provide status updates on a regular basis via numerous media and informational outlets as we monitor the arrival of the Piping Plovers (and now with the addition of Least Terns) and any impacts that may result in their nesting habits. It is my hope that this information will help to illustrate to the residents and non-residents the importance of arriving early since access is provided on a first-come, first-served basis. As always, it is the Town's objective to continuing our collaborative efforts as we have for many, many years.

The summer was kicked off by a very successful and always entertaining 4<sup>th</sup> of July Parade and related festivities. The end of the summer wrapped up with equal fanfare with the 2<sup>nd</sup> Annual Beach Party and Bonfire during Labor Day weekend. This family-friendly event was well-attended and honored with a surprise visit from Governor Charlie Baker. This event has quickly become the anticipated "end of summer" celebration. I thank the 4<sup>th</sup> of July Committee and our Public Safety team for devoting their time and expertise to the continued success of these community events.

As part of our continued efforts for fiscal responsibility and best practices, we conducted a Town Counsel search, with RFQs being due in June, 2017. We received a number of applicants, and after careful review and interviews, the Town Counsel Search Committee recommended KP Law to the Board of Selectmen in August, 2017. While I thank Anderson & Kreiger for their expertise, KP Law has proved to be able to provide the same, if not better, satisfactory level of service to the Town with a substantial cost savings.

There was Hollywood buzz and excitement during the month of October when Duxbury was one of the chosen locations to film a portion of Columbia Pictures *The Equalizer 2* with Denzel Washington on the Powder Point Bridge and Duxbury Beach areas. This was a well-organized and manageable process, and I commend our Public Safety team for keeping our community informed and safe during filming.

This fiscal year we were faced with two significant employee retirements. In December 2017, Library Director Carol Janowski retired after many years of service starting from a Librarian to Library Director. Then in February 2018, Finance Director John Madden turned in his calculator. John's fiscal practices led the Town to financial stability while achieving and maintaining a Standard & Poor's AAA bond rating for almost a decade. The Library and the Finance Department were well-run by these individuals, respectively, and will be missed. I am honored and proud to have worked with both of them and wish them both a long and happy retirement. Luckily for Duxbury, we were afforded the opportunity to hire more than capable replacements in Denise Garvin as the new Library Director and John Q. Adams as our new Finance Director. I welcome them both and look forward to many years collaboration with them.

After the beginning of a somewhat mild winter, March of 2018 came in like a lion. Storm Riley hit our coastal community with a vengeance from March 2 -3 with astronomically high tides and high winds. This was an extraordinary challenge for the Town having to deal with fallen trees, flooding, power outages, property damage, impassable roads, and the calamitous collapse of two sections of the seawall. The Town's Public Safety officials and DPW team worked tirelessly to mitigate the damage. Since this storm became a declared emergency, we have been diligently working with FEMA and ME-MA to hopefully be awarded disaster relief. Please join me in thanking those dedicated Town employees who relinquished hours of family time to ensure the safety and well-being of Duxbury's residents.

I am extremely grateful to all of the Department Heads and their respective staff members who all continue to be helpful to me and supportive in the execution of my duties. I am fortunate to be working with such a warm, friendly and talented group of co-workers.

My sincerest thanks go to Nancy O'Connor, Executive Assistant, and C. Anne Murray, Assistant to the Board of Selectmen and Town Manager's office, for their tremendous efforts in helping me on a day-to-day basis and making sure that our office runs smoothly – I appreciate all they do and I extend my sincerest thanks to them both.

Finally, I am truly grateful to our citizens who serve on the many boards, committees and other volunteers who serve our community and help to make Duxbury the wonderful place that it is. They serve tirelessly, their assistance is invaluable, and I deeply appreciate all they do for the Town of Duxbury – thank you!

Respectfully submitted,

René J. Read, Town Manager  
Town of Duxbury, MA



*Finance Director John Madden at his last Town Meeting being recognized by Senator Patrick O'Connor for his dedicated service.*

*(State Rep. Josh Cutler and Town Manager René Read in the background)*

# Town Clerk's Report



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## Town Officials

Annual Town Meeting - March 10, 2018

Special Town Meeting - March 10, 2018

Annual Town Election -March 24, 2018

## Town Clerk

During FY2018, the Town Clerk recorded and certified minutes for the Annual and Special Town Meetings held on March 10, 2018 and served as the Chief Election Official for the Annual Town Election on March 24, 2018.

**Vital Records:** The office registered 127 Births, 32 Marriages and 169 Deaths that occurred in Duxbury. (*The number of deaths includes Duxbury residents and non-residents who passed away in the Town*).

**Dogs:** The renewal of dog licenses for the license year January 1- December 31, 2017 began in January as renewal information was sent to residents in the annual census. In addition to dog licenses, the Clerk's office also issued, on behalf of the Harbormaster, 1,750 dog walking permits for Duxbury Beach to both residents and non-residents. These permits are required for all dogs taken on the beach between the months of April and September.

**Other:** When not processing vital records, licensing dogs, or recording and reporting Town Meeting and election results, the staff was busy posting meetings for Boards and Committees, processing annual census forms, producing the annual list of residents, maintaining the State's Voter Registration System, renewing Business Certificates, and collecting Non-Criminal fines on behalf of the Police/Harbormaster Department and Animal Control Officer, issuing raffle permits and processing genealogy requests, among other things. In addition, the Town Clerk's office now offers Notary Public services for customers with proper identification.

My thanks to Assistant Town Clerk Linda Salvati for her help and dedication to serving the office, the residents and visitors to the Town of Duxbury.

We would like to take this opportunity to thank the residents of Duxbury and our fellow employees for their continued support.

Respectfully Submitted,  
Susan C. Kelley  
Town Clerk



Susan Kelley  
Town Clerk



Linda Salvati  
Assistant Town Clerk

# Town Officials

July 1, 2017 to June 30, 2018

## **ELECTED**

### **SELECTMEN**

Theodore J. Flynn, Chair	2020
Shawn M. Dahlen, Vice Chair	2019
David J. Madigan, Clerk	2018

### **ASSESSORS**

James G. MacNab, Chair	2019
Nancy D. Reed, Vice Chair	2020
Linda Collari, Clerk	2018

### **MODERATOR**

John J. Tuffy	2018
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### **TOWN CLERK**

Susan C. Kelley	2019
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### **SCHOOL COMMITTEE**

Julia B. Adams	2019
Kellie Bresnehan	2020
Shannon Hall Moesaa	2019
Peter Quigley	2018
* Matt Gambino	2020
* <i>Anne R. Ward stepped down and did not run for re-election</i>	

### **PLANNING BOARD**

John P. Bear	2020
Scott C. Casagrande, Vice Chair	2022
Cynthia L. Fiorini, Clerk	2018
Brian E. Glennon, II, Chair	2018
Jennifer W. Turcotte	2021
David C. Uitti	2019
George D. Wadsworth, Chair	2019

### **LIBRARY TRUSTEES**

Lamont Healy, Co-Chair	2019
Cristin M. Mitchell	2021
Karen L. O'Brien, Co-Chair	2019
Leah Petro	2021
Jane Robbins, Vice Chair	2020
Donna Ryan, Secretary	2020

### **DUXBURY HOUSING AUTHORITY**

Paul McCormack, Chair	2021
Pauline A. Flynn	2020
James Hunt (elected 3/25/17)	2022
Stephen F. McCarthy, Sr. (elected to fill a 2yr unexpired term)	2018
Bertram Walters (appt. 4/03/17) Government Appointee	2019

## **APPOINTED BY THE MODERATOR**

### **CEMETERY**

Diane C. Barker	2020	Emmett Sheehan	2018
Robert F. Hayes	2019	Elizabeth B. Stevens	2018
Beverly A. Johnson, Chair	2020		

### **DUXBURY BEACH COMMITTEE**

Matthew Ali	2018	Raymond Siegener	2018
+Sara Fargo	2018	Philip Thorn	2020
Pauline A. Flynn	2019	Ronald D. Wolfe, Jr.	2020
+*Jim Kent	2019	Jake Emerson, <i>Ex-Officio</i>	
Susan Rourke, Chair	2020	Matthew M. Clancy, <i>Ex-Officio</i>	
Stu Ruggles	2018	Joseph M. Grady, <i>Ex-Officio</i>	

+ *Designee of Duxbury Beach Reservation, Inc.*

\* Jim Kent filling in for Michael McLaughlin

### **FINANCE COMMITTEE**

Lawrence Friedman	2018	Elizabeth (Betsy) H. Sullivan (Chair)	2018
Kathleen Glynn	2020	Peter Sullivan	2019
Fernando Guitart	2020	Nathaniel Taylor	2019
Frank Mangione	2019	*Edward F. Vena (apt 2/27/18)	2018
Jerry (Gerald V.) Pisani	2020		

### **FISCAL ADVISORY COMMITTEE**

Karen E. Barry	2020	Candace Martin	2018
Alexander B. Chin	2020	David Matthews	2019
Emily Decker	2020	Nancy von Stackelberg (Chair)	2019
Bethann R. Halligan	2019	Ling Wong	2018
James B. Lampert (Vice Chair)	2018		

### **PERSONNEL BOARD**

Karen Butcher, Chair	2018	Jonathan L. Ruttgers	2018
*OPEN	2019	Anita Stiles	2019
Anne Maloney	2018		

\* *Elizabeth Hartford resigned 9/5/17*

+ *Disbanded per passage of 2018 ATM Art. 28 - AMEND GENERAL BYLAWS - ELIMINATION OF PERSONNEL BOARD*

### **WATER ADVISORY BOARD**

Freeman Boynton, III	2020	George D. Wadsworth, Chair	2019
Paul W. Keohan	2018		

## **APPOINTED BY THE TOWN MANAGER**

Alewife Warden- Jake Emerson  
Animal Control Officer/Inspector of Animals-Eduardo Ramos  
Building Inspector/Zoning Enforcement Officer-Scott Lambiase  
Conservation Administrator-Joseph Grady  
Council on Aging Director-Joanne Moore  
Custodian of the Clock-Anthony Nightingale  
Custodian of the Flags-Jake Emerson  
Director of Public Works- Peter Buttkus  
Emergency Management Director-Kevin Nord  
Executive Assistant to the Town Manager- Nancy R. O'Connor  
Facilities Director - Brian Cherry  
Finance Director-\*John Madden (to 03/09/18); John Q. Adams (from 02/05/18)  
Fire Chief-Kevin Nord  
Harbormaster/Shellfish Constable- Jake Emerson  
Health Agent-Tracy Mayo  
Manager Buildings and Grounds-James Savonen  
Parking Clerk-C. Anne Murray  
Police Chief-Matthew M. Clancy  
Recreation Director-Gordon H. Cushing  
Sealer of Weights and Measures - Jane Zulkiewicz  
Town Account-Claudette Coutu  
Treasurer/Collector-Jill Stewart  
Veterans' Services Officer - Michael J. Thorp  
Water Superintendent-Peter Mackin  
Weigher of Coke, Coal and Hay - Jane Zulkiewicz  
Wharfinger- Jake Emerson

*\*John Madden until his retirement on 3/9/18.*

## **BLAIRHAVEN COMMITTEE**

Mike Barbour	Joe Jannetty
John Brawley (DBMC Rep.)	Tony Kelso (Town Historian)
Sam Butcher	Pat Loring (Open Space Committee)
Robert "Red" Fawcett	Holly Morris, Secretary (CPC)
Michael J. Gill	Shawn Dahlen, Chair (BOS Designee)
Joe Grady (Conservation Adm.)	

## **POWDER POINT BRIDGE COMMITTEE**

Margaret Kearney, Citizen/Duxbury Beach Reservation  
Jeff Lewis, Citizen/Engineer/Highway Safety Committee  
Andre Martecchini, Citizen/Engineer/former Selectman  
*Ex-Officio:*  
Jake Emerson, Harbormaster  
Peter Buttkus, Director of DPW  
Bruce O'Neil, DPW Operations Manager

## **ALL OTHER APPOINTED TOWN OFFICIALS**

### **Appointed by Elected Officers or Committees**

Assistant Town Clerk – Linda B. Salvati by the Town Clerk

Director of Assessing – Stephen Dunn by the Assessors

Library Director - Carol Jankowski by the Library Trustees until her retirement on 12/22/17

Denise Garvin was appointed by the Library Trustees as of 12/22/17

Assistant Library Director - David Murphy by the Library Trustees

Planning Director – Valerie Massard by the Planning Board

Superintendent of Schools - Dr. John J. Antonucci, III by the School Committee

## **APPOINTED BY THE SELECTMEN**

### **AFFORDABLE HOUSING TRUST (Town of Duxbury)**

Diane Bartlett, Chair	2019	Martha Himes	2019
*Sheila Lynch-Bentinen	2018	George D. Wadsworth	2018
Shawn Dahlen, Selectmen's Rep	2019	Matthew Walsh	2020
** Francis J. Decker, Jr.	2020		
<i>*Sheila Lynch-Bentinen was appointed 6/26/17 to fill an open seat</i>			
<i>**Kel Frazier resigned effective 6/8/18. Francis J. Decker, Jr. appointed 6/25/18</i>			

### **AGRICULTURAL COMMISSION**

Priscilla Lawn	2020	Carl O'Neil	2018
Jeffrey A. Chandler, Chair	2018	Earl Ricker	2018
Orie Fontaine	2019	Roger W. Ritch	2020
Gregory D. Morris	2019		

### **ALTERNATIVE ENERGY COMMITTEE**

Matt Cooney	2020	Lewis Segall, Chair	2019
Josh Cutler	2020	Lynn Smith	2018
Susan Fontaine	2018	Charles "Sandy" von Stackelberg, Chair	2019
Jim Goldenberg	2018	Jessica R. Williams	2020
Kevin Kingston	2019	James White (apt 11/27/17)	2019
*OPEN	2020	Lois Wood	2018
Marc Peterman	2019		
<i>*Kate Moriarty resigned 4/24/18</i>			

### **BOARD OF APPEALS**

Judith (Judi) A. Barrett, Chair	2018	Kathleen (Kathy) Muncey	2019
Freeman Boynton, Jr.	2021	Emmett Sheehan	2022
Wayne Dennison, Chair	2020		

### **BOARD OF APPEALS (ALTERNATES)**

Borys Goynycz	2018	Dimitri Theodossiou	2018
Erin MacGregor	2018		

### **BOARD OF HEALTH**

David Brumley, MD, Chair	2018	Karen Tepper	2018
Bruce Bygate	2020	Clinton Watson, Vice Chair	2019
Michael Count	2020		
*OPEN, Alternate	2018		
<i>*Per 2015 ATM Art 19: New - One Alternate to be appointed for 3-yr term.</i>			

## **BURIAL AGENT TO THE BOARD OF HEALTH**

Susan C. Kelley

2019

## **COMMUNITY PRESERVATION COMMITTEE**

*Liaisons (3 year terms):*

Cynthia Ladd Fiorini, Planning Board

2019

Paul McCormack, Housing Authority

2018

Holly Morris, Conservation Comm.

2019

Kathy Palmer, Open Space

2020

Robert C. (Terry) Vose, III, Historical Comm.

2019

Two At-Large: Tony Kelso

2018

and

Sarianna Seewald

2020

## **CONSERVATION COMMISSION**

Sam Butcher

2020

Holly Morris

2019

Robb D'Ambruoso

2018

Corey Wisneski, Chair

2019

Thomas J. Gill, III, Vice Chair

2020

Scott Zoltowski

2019

Mickey (Daniel) McGonigle

2018

## **CONSTABLE**

Alden Ringquist

2020

Mitch (Mitchell L.) Librett

2020

## **COUNCIL ON AGING**

Donna Ciappina (OCES)

2019 (T-1)

Kevin Mullins

2020 (T-1)

Kay Drake

2018 (T-2)

Cheryl Ross, Chair

2019 (T-1)

Cece Frame

2019 (T-1)

John Rutkowski

2020 (T-1)

Susan Grunwald

2019 (T-2)

Patti Ryan

2019 (T-1)

Susan Kelley

2019 (T-2)

Ninky Savage

2020 (T-1)

John McCluskey

2020 (T-1)

Pam Campbell Smith

2021 (T-2)

OPEN

2019

## **COUNCIL ON AGING - ALTERNATES**

Becky Katz Brown

2018 (T-1)

Andrea Tougas

2019 (T-1)

Kathy Capraro

2018 (T-1)

Cheryl Tufankjian

2018 (T-1)

Joanna Dow

2018 (T-1)

Rev. Betsy Stevens

2018

Alternate Members are expected to serve in an advisory role, unless a quorum is not present. These members are usually past Council on Aging Board members. There will be a maximum of 5 residents as Alternates with terms of two years.

## **COUNCIL ON AGING - ASSOCIATES**

Steve Dubuque

Rev Betsy Stevens

Matt Walsh

Associate Members are nominated and approved by the Council on Aging Board to serve in a non-voting advisory role. Associate Members are to be approved at the Annual COA Board Meeting in June; no formal appointment by the Selectmen is required.

## **DESIGN REVIEW BOARD**

Susan Bourget

2018

Sarah B. McCormick, Chair

2020

Judith Hall

2019

Stephen Williams

2019

Nancy Johnson

2020

Heidi Pape Laird (Alt.)

2018

OPEN (Alt.)

2018

**DUXBURY BAY MANAGEMENT COMMITTEE**

William "Skip" Bennett	2020	Jackson S. Kent, III	2019
*OPEN	2018	Chuck Leonard	2020
Linda Brodie	2019	Jon McGrath	2020
Sam Davenport, Chair	2018	Joe Messina	2019
Dax Guenther	2018	Jake Emerson, <i>Ex-Officio</i>	2020

**DUXBURY CULTURAL COUNCIL**

Craig Bloodgood	2019	Mary Beth MacQuarrie	2019
Thérèse DiMuzio	2020	Judith Montminy	2018
Suzanne Errasti, Chair	2020	Candy Weiler	2018
Helen Fowler	2019		
Susan Kelley	2019		

**\*DUXBURY SEAWALL COMMITTEE**

Alicia Palmieri Babcock (Chair)	2021	Mary Shiebler	2021
Paul Brogna	2021	Dimitri Theodossiou	2021
Stephen R. Callahan	2021	Tim Spellman	2021
Candace Martin	2021	Timothy Tedeschi	2021
Donald Norris	2021		

*\*New Committee formed by the Selectmen as of 4/9/18*

**ECONOMIC ADVISORY COMMITTEE**

John Bear, Planning Board	2018	Kurt D. Franke, At Large	2018
Deborah Bowen, Business Rep.	2018	Clark J. Hinkley, At-Large	2020
*Lisa Grace, Business Rep.	2020	**Michael Juliano, At-Large	2018
Charles Weilbrenner, Business Rep.	2019	David J. Madigan, Selectmen, ( <i>ex officio</i> )	

*\*Appointed 1/8/18 to fill an open seat*

*\*\*Appointed 2/15/18 to fill an open seat*

**FOURTH OF JULY Committee -Appointed 4-13-17 until 4-30-18 (July FY-18)**

Chris Barry	Amy Hill	Janet Ritch
Freeman Boynton, III	Brian Hill	Stu (Stuart A.) Ruggles, Co-Chair
Barbara Cleary	James MacNab, Co-Chair	Janet Skaggs
Katy Gaenicke	Jenna O'Donnell	DHS Student Volunteer: Matt Szafran
Jeff Goldman	Nancy Reed	

**HIGHWAY SAFETY COMMITTEE**

Richard Brennan	2020	Dep. Chief Chris West, Fire Dept. Rep.	2018
Paul Brogna, Co-Chair	2020		
Neal Frangesh	2019	<i>Ex Officos:</i>	
Jeff Lewis, Co-Chair	2020	Peter Buttikus, DPW Director	2018
Phillip Tuck	2019	Officer Tim Wigmore, Police Dept. Rep.	2019
Fred Von Bagen	2018		

**HISTORICAL COMMISSION**

David L. Amory	2018	Arthur Evans	2020
Mark P. Barry	2019	Robert C.(Terry) Vose, III, Chair	2019
Tag Carpenter	2019	Nicole Walters	2020
*OPEN	2020		

*\*Molly Sheehan Curtin resigned 3/26/18*

**IT STEERING COMMITTEE** (*Approved at 2018 Annual Town Meeting under Article 19*)

Alex Chin, Co-Chair	2021	Mary Beth MacQuarrie	2021
Kathleen Glynn, Co-Chair	2021	David J. Madigan	2021
Julia Adams	2021	René J. Read	2021
Dr. John Antonucci	2021	Captain Rob Reardon	2021
Lt. Lewis Chubb	2021	Michael Woodford	2021
Cheryl Lewis	2021	Michael Mahoney, <i>ex officio</i>	

**KING CAESAR COMMITTEE ADVISORY**

Diane Barker, Chair	2019	Rev. Catherine Cullen	2020
Dr. Carol Langford	2018	Marie Villarin, RN (Intake Worker)	2020

**LOCAL HISTORICAL DISTRICT COMMITTEE**

William McArdle (DR&HS Rep.)	2018	Georgia Taft-Pye (Bd. of Realtors Rep.)	2018
Renee Mierzejewski, Chair	2019	Robert C. "Terry" Vose, III	2019
Janet Ritch (LHD Rep)	2020		

**ALTERNATES:**

Pamela Campbell-Smith	2019	Peter T. Smith (AIA Rep.)	2019
Michael McGee	2019	OPEN	2019

**MBTA ADVISORY BOARD**

Richard S. Prone	2018
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**METROPOLITAN AREA PLANNING COUNCIL REP**

Scott Casagrande (Planning Board)	2018	Valerie Massard (Appt. 11/9/2015)	2018
David J. Madigan (Bd of Selectmen)	2018		

**MUNICIPAL COMMISSION ON DISABILITY**

Patty Cristoforo	2019	Lynn Smith	2018
Jeannie Horne, Mun. Emp. Rep.	2018	Marcia G. Solberg, Chair	2020
Patricia E. Randall	2019	Emily Zoltowski	2020
OPEN	2020		

**NUCLEAR ADVISORY COMMITTEE**

Rebecca Chin, Co-Chair	2020	Nancy Landgren	2018
Patrick J. Gagnon, M.D.	2020	*Sheila Lynch-Benttinen	2020
James Lampert	2018	Nancy Dean Nowak	2019
Mary Elizabeth Lampert, Co-Chair	2019		

*\*Graeme I. Groombridge resigned 11/28/17; Sheila Lynch-Benttinen appointed 12/11/17*

**OLD COLONY ELDERLY SERVICES**

Donna Ciappina, Delegate	2018
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**OLD COLONY PLANNING COUNCIL (Aging)**

John Rutkowski, Delegate	2018
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**OLD COLONY PLANNING COUNCIL (Planning)**

Valerie Massard, Delegate	2018
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**OPEN SPACE COMMITTEE (formerly known as Open Space and Recreation Committee)**

Freeman Boynton, III	2019	Emily Martecchini	2018
Kathy Cross, Chair	2018	Kathy Palmer (CPC)	2020
Brian Glennon, II (Planning BD)	2019	Melissa Rosenblatt ( <i>Appt 11/27/17</i> )	2018
Lorrie Hall	2020	Philip Tuck	2020
Patricia Loring	2019		

**PLYMOUTH COUNTY ADVISORY BOARD**

Theodore J. Flynn (Delegate)	2018	Shawn Dahlen (Alternate)	2018
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**RECREATION ACTIVITIES COMMITTEE**

Patrick Boles	2019	Stewart McEntee	2018
Brian Campbell	2018	Chuck Rubin	2019
Brendan Donnelly	2018	Brian Tonis	2020
Brooks Holmes	2019	Gordon Cushing, <i>Ex-Officio</i>	2020

**REGISTRARS OF VOTERS**

Paul Christo, Chair	2018	Susan C. Kelley (Town Clerk)	2019
OPEN	2017	Linda Salvati, Assistant Registrar	2019
Carolyn Wadsworth	2020		

**SHELLFISH ADVISORY COMMITTEE**

John W. Bradford	2020	John McCluskey	2019
Richard Brennen	2018	Greg Morris	2020
Linda K. Brodie	2020	Clinton Watson	2020
Alan Hoban, Chair	2019	*OPEN	2021
Robert Loring	2018	Jake Emerson, <i>Ex-Officio</i>	2019

*\*John Brawley resigned effective 3/8/18*

**SIDEWALK & BIKE PATH COMMITTEE**

Kathy Cross -Chair	2020	Elaine Philbrick	2020
*Kerri Cochrane	2019	**OPEN	2018
Emily Decker	2020	***OPEN	2019
Michele Hatfield	2018	Francis Turner	2019
Nancy Johnson	2020	David Uitti, Planning Board Liaison	

*\*Jennifer Cole Franache resigned 11/29/17*  
*\*\*Don Larose resigned 10/16/17*  
*\*\*\*Seat open due to resignation in 2016*

**SOUTH SHORE COALITION (MAPC)**

Valerie Massard (Delegate)	2021	George D. Wadsworth (Alternate)	2021
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**SOUTH SHORE RECYCLING Cooperative**

Peter Buttkus  
Bruce O'Neil

**TOWN HISTORIAN**

"Tony" (James A.) Kelso	2018
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**TOWN MANAGER**

René J. Read

**OTHER COMMITTEES:****AUDIT COMMITTEE** (*Established at 2018 Annual Town Meeting under Article 24*)

Edward Vena, Chair	(appointed/re-appointed by Finance Committee annually)
Jerry Pisani, Member	(appointed/re-appointed by Finance Committee annually)
Candace Martin, Member	(appointed/re-appointed by Fiscal Advisory annually)

**DUXBURY TOWN MEETING  
PERFORMING ARTS CENTER  
ALDEN STREET  
DUXBURY  
MARCH 10, 2018 at 9:00 am**

The Annual Town Meeting was called to order on Saturday, March 10, 2018 at 9:03AM and recessed at 9:20AM for the Special Town Meeting which started at 9:31AM and adjourned sine die at 10:21AM, at which time the Annual Town Meeting reconvened, was recessed for lunch at 1:16 PM until 2:13 PM, was reconvened and adjourned at 5:10 PM until Monday, March 12, 2018 at 7:04 PM and adjourned sine die at 11:19 PM. The Meeting was held at the Performing Arts Center on Alden Street.

Prior to the Special Town Meeting coming to order, Ted Flynn, Clerk of the Board of Selectmen, presented a Resolution to retiring Finance Director John Madden in recognition of his 12 years of service to the Town of Duxbury.

State Representatives Josh Cutler presented, on behalf of himself and Thomas Calter, John Madden with a Resolution as read into the record at the Massachusetts House of Representatives.

Senator Patrick O'Connor presented John Madden with a Resolution as read into the record at the Massachusetts State Senate.

Town Manager Rene' Read presented John Madden with a gift from John's son.

**ARTICLE 1 – ELECTION** - *Article 1 is a notice to inhabitants of the coming election; no vote is required.* Moved and seconded that the Town bring in their votes for the following offices: one **Selectman** for a term of three years; one **Moderator** for a term of one year; one **Assessor** for a term of three years; one **School Committee Member** for a term of three years; two **Planning Board Members** for a term of five years; two **Library Trustees** for a term of three years; and one **Duxbury Housing Authority Member** for a term of five years.

**ARTICLE 2 – REPORTS** – Moved and seconded that the Town receive the reports of town officials, boards, committees, and commissions. Jeff Alberti of Weston & Sampson presented the DPW Feasibility Study.

**ARTICLE 3 - COMPENSATION OF ELECTED OFFICIALS** – Moved and seconded that the Town fix the compensation of the elected Town Officers for the twelve month period beginning July 1, 2018 as set forth in the column entitled "Finance Committee Recommended FY19," as follows:

	Appropriated FY18	Requested FY19	BOS Recommended FY19	Finance Committee Recommended FY19
<b>Moderator</b>	\$40	\$40	\$40	\$40
<b>Selectmen</b>				
Chair	\$2,000	* \$2,000	* \$2,000	\$2,000
Member	\$1,500	* \$1,500	* \$1,500	\$1,500
Member	\$1,500	* \$1,500	* \$1,500	\$1,500

	Appropriated FY18	Requested FY19	BOS Recommended FY19	Finance Committee Recommended FY19
<b>Assessors</b>				
Chair	\$2,000	\$2,000	\$2,000	\$2,000
Member	\$1,500	\$1,500	\$1,500	\$1,500
Member	\$1,500	\$1,500	\$1,500	\$1,500
<b>Town Clerk</b>	\$72,500	\$76,000	\$76,000	\$76,000
<b>TOTAL</b>	\$82,540	\$86,040	\$86,040	\$86,040

**Motion carried. Yes – 225; No – 17**

**ARTICLE 4A - PERSONNEL PLAN AMENDMENT** – Moved and seconded that the Town amend the Town By-law known as the current “Town of Duxbury Personnel Plan,” originally accepted on March 12, 1955 and last amended on March 11, 2017, by deleting it and, pursuant to M.G.L. c.41 §108C, replacing it in its entirety with a new “Town of Duxbury Personnel By-Law” to be added as Chapter 3.1.7 of the Duxbury General By-laws to become effective July 1, 2018, as follows (as shown by underlining for additions, such markings for illustrative purposes only):

3.1.7 a) Purpose and intent

The purpose of this chapter is to establish fair and equitable system of personnel administration based on merit principles that ensures uniform, efficient application of policies.

b) Application

All employees of the Town, excluding elected officials and employees of the School Department shall be subject to the provisions of this by-law and the personnel policies adopted pursuant thereto. To the extent that the terms of any collective bargaining agreement conflict with any provision of this chapter or personnel policies adopted pursuant thereto, the provisions of the collective bargaining agreement shall prevail. Employees not covered by the terms of a collective bargaining agreement shall be governed by the provisions of this by-law and the personnel policies adopted thereto, and shall not be covered by the terms of any collective bargaining agreement.

c) Adoption of Policies

The Board of Selectmen shall be empowered and authorized by this chapter to adopt personnel policies that establish the rights, benefits and obligations of employees subject to this By-Law. The Board of Selectmen shall hold a public hearing at least two (2) weeks and not more than two (2) months before the final adoption and/or revision of the Town’s personnel policies in accordance with Chapter 41, Section 108A of the Massachusetts General Laws. The Board of Selectmen shall provide the Finance Committee with an opportunity to review and comment on the proposed personnel policies for a period of no less than thirty (30) days prior to the public hearing. Prior to the Board of Selectmen’s initial adoption of said policies in accordance with the authority hereunder, such policies shall consist of the provisions of the Town’s Personnel Plan in effect at the time of enactment of this bylaw.

d) Personnel system

The personnel policies adopted pursuant to this Chapter shall establish a personnel system which shall include, but need not be limited to, the following elements:

- Method of administration: a system which assigns responsibility for the personnel system, including maintenance of personnel records, implementation of effective recruitment and selection processes, maintenance of the classification and compensation plans, oversight of the application of policies, and periodic review and evaluation of the personnel system
- Proposed classification and compensation plan(s); provided, however, that the classification plan shall be approved by Town Meeting from time to time, and the compensation plan shall be presented to Town Meeting annually, and both shall be attached herein and incorporated herein as "PART IV - Pay Schedule"; the classification plan in effect at the time of enactment of this by-law shall continue to apply until such time as Town Meeting approves a new plan or amends the existing plan;
- Classification and compensation plan(s), as deemed appropriate;
- Recruitment and selection policies;
- Central record keeping system;
- Rights and obligations of employees; and
- Other elements of a personnel system as deemed appropriate and necessary

e) Personnel Administration

The Town Manager shall be responsible for the administration of the personnel system and development of a human resources system that meets the needs of the Town. In this capacity, the Town Manager shall have the authority to carry out the following functions, including, but not limited to:

- Appointment and removal of employees (excluding employees who by statute are appointed by officials other than the Board of Selectmen)
- Annual review of compensation and benefits
- Development of methods and standards for selection and appointment of personnel
- Development and administration of performance standards
- Supervision of performance appraisals; and
- Other functions as circumstances necessitate

f) Severability

The provisions of this chapter and the policies adopted pursuant thereto are severable. In the event any provision of this chapter or any policy adopted pursuant thereto is held invalid, the remaining provisions of the chapter or policy shall remain in full force and effect.

g) Effective Date

This chapter shall take effect on July 1, 2018.

**Motion carried. Yes – 232; No - 17**

**ARTICLE 4B - FUNDING OF SALARIES** – Moved and seconded that the Town raise and appropriate the sum of **\$187,000.00** to implement the Personnel By-law and provide funding for any other salary or compensation not addressed by the Personnel By-law, as shown in the following tables using underlining for additions and interlineation for deletions (such markings for illustrative purposes only), and to be expended under the direction of the Town Manager.

<b>PART IV - Pay Schedule</b>			
<i>Effective July 1, 2018</i>			
<b>Contract Employees</b>			
Town Manager			
Police Chief			
Fire Chief			
Town Accountant			
		<b>Minimum</b>	<b>Maximum</b>
<b>Grade 10 Pay Ranges (FLSA exempt)</b>	<b>Annually</b>	<b>\$90,000</b>	<b>\$140,000</b>
Finance Director			
Department of Public Works Director			
Deputy Fire Chief			
Deputy Police Chief			
<b>Grade 9 Pay Ranges (FLSA exempt)</b>	<b>Annually</b>	<b>\$70,500</b>	<b>\$110,000</b>
Municipal Services Director			
Facilities Director			
Harbormaster			
Human Resources Director			
Information Technology Director			
Library Director			
Public Safety Dispatch Director			
Water & Sewer Superintendent			
<b>Grade 8 Pay Ranges (FLSA exempt)</b>	<b>Annually</b>	<b>\$62,900</b>	<b>\$94,200</b>
Assessing Director			
Buildings & Grounds Manager			
Cemetery Superintendent			
Conservation Agent			
Council on Aging Director			
Operations Manager			
Planning Director			
Recreation Director			
Treasurer/Tax Collector			

Grade 7 Pay Ranges (FLSA exempt)	Annually	\$50,000	\$75,000
Assistant Assessor			
Animal Control Officer			
Assistant Recreation Director			
Executive Assistant to Town Manager			
Executive Officer			
HVACR Technician			
Information Technology Support Technician			
Health Agent			
Library Division Head-Children's Services			
Library Division Head-Circulation Services			
Library Division Head-Reference Services			
Library Division Head-Technology Services			
Local Building & Code Enforcement Inspector (FLSA non-exempt)			
Grade 6 Pay Ranges (FLSA Exempt)	Annually	\$46,000	\$67,000
Aquatic Supervisor			
Budget Analyst			
DPW Office Manager			
Human Resources Assistant			
Operations Officer			
Outreach Manager, COA			
Property Lister/Appraiser			
Respite Program Manager, COA			
Veteran's Service Officer			
Grade 5 Pay Ranges (Mixed FLSA)	Hourly	\$20.00	\$29.00
Admin. Assistant to Chief (FLSA non-exempt)			
Deputy Endangered Species Officer (FLSA exempt)			
Front Office Manager, COA (FLSA non-exempt)			
Program Manager, COA (FLSA non-exempt)			
Volunteer Manager, COA (FLSA non-exempt)			
Food Service Manager, COA (FLSA non-exempt)			
Grade 4 Pay Ranges (FLSA Non-exempt)			
Admin. Assistant to Town Manager/BOS	Hourly	\$19.00	\$27.50
Admin. Assistant to Director			
Admin. Assistant to Harbormaster			
Admin. Assistant to Cemetery Superintendent.			
Benefits Specialist			
Police Prosecution Assistant			
Finance Supervisor, COA			

Grade 3 Pay Ranges (FLSA Non-exempt)			
Department Assistant	Hourly	\$17.50	\$24.60
Finance Assistant, COA			
Outreach Coordinator, COA			
Program Coordinator, Activities, COA			
Program Coordinator, Home Delivered Meals, COA			
Program Coordinator, Media/Comm., COA			
Grade 2 Pay Ranges (FLSA Non-exempt)			
Program Assistant, Front Desk, COA	Hourly	\$16.00	\$21.50
Program Assistant, Respite, COA			
Grade 1 Pay Ranges (FLSA Non-exempt)			
Food Service Associate, COA	Hourly	\$14.50	\$19.50
Administrative Associate, COA			
Schedule P.S. (FLSA Non-exempt)			
Building Inspector	Hourly	\$22.00	\$30.76
Plumbing/Gas Inspector			
Wiring Inspector			
Police Officers (FLSA Non-exempt)			
Intermittent Police	Hourly	\$16.48	\$21.64

Exempt compensation is based on 40 hrs./week, non-exempt compensation is based on 37.5 hrs./week.

<b>Compensation Schedule A</b>		
<b>Classification</b>	<b>Pay Rate</b>	
Alternate Inspector of Buildings	\$22.00	per hour
Alternate Plumbing Inspector	\$22.00	per hour
Alternate Wiring Inspector	\$22.00	per hour
Special Detail	Appropriate detail rate	

The classifications listed in Compensation Schedule A are those positions which are fixed in their compensation, receive no vacation, holiday, sick, call back, or termination pay. Service credit for time spent in these positions may not be used under other sections of the Plan. All positions require the use of advertising to solicit new employees. All positions may require a physical examination, and may be reviewed for performance purposes by the employee's immediate supervisor.

Compensation Schedule B				
Classification		Pay Rate		
Clerical Assistance for Town Committees and Boards (non- union positions only)		Appropriate rate as determined by Town Manager		
Clerk, Registrar of Voters		Pursuant to MGL, Ch. 41, Section 19G		
Election Warden		\$13.00	per hour	
Election Worker		\$11.00	per hour	
Inspector of Animals		\$900.00	per year	
Juvenile Officer		\$150.00	per year	
Lockup Keeper		None		
Police Matron		\$11.00	per hour	
Registrar of Voters		<del>\$100.00</del> \$14.00	<del>per year</del> per hour	
Sealer of Weights & Measures		\$3,000.00	per year	
Town Clock Custodian		\$200.00	per year	

The classifications listed in Compensation Schedule B are positions, which are fixed in their compensation, receive no vacation, holiday, sick, call back, or termination pay. Service credit for time spent in these positions may not be used under other sections of the Plan. No advertising is necessary to fill these positions. No physicals are required, except those otherwise determined by the Town Manager. These positions may be reviewed, for performance purposes, by the employee's immediate supervisor.

Compensation Schedule R			
		Minimum	Maximum
Classification	Hourly	\$11.00	<del>\$35.00</del> \$50.00
Animal Shelter Attendant			
Call Firefighter (2 hour minimum per call)			
Emergency Operations Center Specialist			
<del>Endangered Species Monitor Supervisor</del>			
<del>Coastal Natural Resources Monitor Supervisor</del>			
<del>Endangered Species Monitor</del>			
<del>Coastal Natural Resources Monitor</del>			
<del>Coastal Natural Resources Officer</del>			
Harbormaster Assistant			
Instructor			
Librarian Intermittent			
Lifeguard			
Program Coordinator			
Recreation Specialist			
Recreation Supervisor			
<del>Reserve Part-time</del> Public Safety Dispatcher			
Seasonal (Laborer) Helper			
Seasonal Intern			
Senior Work Off			
Special Police Officer			
Bus Dispatcher			
Bus Driver			
Water Safety Instructor			

The classifications listed in “Compensation Schedule R” are positions which receive no vacation, holiday, sick, call back, or termination pay. Service credit for time spent in these positions may not be used under other sections of the Plan. Once a rate of pay has been established for an employee, such rate may not change for a period of at least six months. After that time, as long as there is a reasonable basis determined by the Department Head, employees in these positions will be reviewed annually/seasonally for performance purposes and will be eligible for a performance-based merit award from the employee’s immediate supervisor, with the approval of the Department Head and Town Manager via Personal Action Request Form. Positions may require the use of advertising.

**Motion carried. Yes – 221; No - 31**

**ARTICLE 5 - MOTION 1 - OPERATING BUDGET** – Moved and seconded that the Town appropriate the sum of **\$40,560,292.00** as the General Fund Operating Budget of the Town as follows in Lines **#1-76** and Lines **#80-91** for the purposes and in the amounts specified below, and to meet said appropriation, raise and appropriate the sum of **\$39,543,936.00** and to transfer the sum of **\$1,016,356.00**, of which:

**\$82,575.00** shall come from the Waterways Improvement Fund to fund Line **#38**;  
**\$111,222.00** shall come from the Water Enterprise Fund revenue for Lines **#13, 41, 80, 81, 82, and 83**;  
**\$280,000.00** shall come from the PEG Access Fund revenue for Line **#20**;  
**\$80,000.00** shall come from the Pension Reserve Fund for Line **#83**;  
**\$445,145.00** shall come from the Fund Balance Bond Premium for Line **#88**;  
**\$15,528.00** shall come from the Sale of Real Estate Fund for Line **#88**; and  
**\$1,886.00** shall come from the Massachusetts Water Pollution Abatement Trust for Line **#89**,

to be expended under the direction of the Town Mana

TOWN OF DUXBURY					
Operating Budget - Fiscal Year 2019					
LINE #	DEPARTMENT	FY 2018 BUDGET	FY 2019 DEPT. REQ.	FY 2019 TOWN MGR	FY 2019 FIN COMM
	<b>GENERAL GOVERNMENT</b>				
	113 - Town Meeting				
1	Expenses	3,650	4,300	4,300	4,300
	114 – Moderator				
2	Salaries	40	40	40	40
	122 - Selectman/Manager				
3	Salaries	264,330	268,006	268,006	268,006
4	Expenses	12,786	12,450	12,450	12,450
	129 - Historical Commission				
5	Expenses	1,050	1,050	1,050	1,050
	131 - Finance Committee				
6	Salaries	0	0	0	0
7	Expenses	450	450	450	450

TOWN OF DUXBURY					
Operating Budget - Fiscal Year 2019					
LINE #	DEPARTMENT	FY 2018 BUDGET	FY 2019 DEPT. REQ.	FY 2019 TOWN MGR	FY 2019 FIN COMM
	135 – Accounting				
8	Salaries	358,323	376,270	376,270	376,270
9	Expenses	12,235	12,100	12,100	12,100
	136 – Audit				
10	Expenses	48,000	48,000	48,000	48,000
	141 – Assessors				
11	Salaries	228,132	229,426	229,426	229,426
12	Expenses	24,500	21,500	21,500	21,500
	145 - Treasurer/Collector				
13	Salaries	260,703	265,698	265,698	265,698
14	Expenses	58,435	60,124	60,124	60,124
	151 - Legal Services				
15	Expenses	275,000	225,000	225,000	225,000
	152 - Human Resources				
16	Salaries	119,116	121,970	121,970	121,970
17	Expenses	49,380	39,980	39,980	39,980
	155 - Information Systems				
18	Salaries	156,920	162,920	162,920	162,920
19	Expenses	296,900	324,181	407,774	407,774
	156 - Public Television Access Services				
20	Expenses	272,500	288,850	280,000	280,000
	158 - Tax Title				
21	Expenses	8,000	8,000	8,000	8,000
	161 - Town Clerk				
22	Salaries	140,505	164,043	164,043	164,043
23	Expenses	27,725	29,455	29,455	29,455
	171 - Conservation Commission				
24	Salaries	140,516	145,512	145,512	145,512
25	Expenses	13,435	13,435	13,435	13,435

TOWN OF DUXBURY					
Operating Budget - Fiscal Year 2019					
LINE #	DEPARTMENT	FY 2018 BUDGET	FY 2019 DEPT. REQ.	FY 2019 TOWN MGR	FY 2019 FIN COMM
	175 - Planning Board				
26	Salaries	105,684	119,291	119,291	119,291
27	Expenses	12,250	12,505	12,505	12,505
	197 - Facilities Management				
28	Salaries	218,893	228,795	228,795	228,795
29	Expenses	143,050	154,050	154,050	154,050
	<b>Sub-Total: General Government</b>	3,252,508	3,337,401	3,413,486	3,413,486
	<b>PUBLIC SAFETY</b>				
	210 - Police				
30	Salaries	3,119,217	3,190,549	3,190,549	3,190,549
31	Expenses	394,320	394,320	394,320	394,320
	220 - Fire				
32	Salaries	2,694,790	2,850,443	2,850,443	2,850,443
33	Expenses	295,850	309,880	309,880	309,880
	299 - Regional Dispatch				
34	Salaries	530,463	548,597	596,600	596,600
35	Expenses	7,000	19,200	19,200	19,200
	241 - Municipal Services				
36	Salaries	494,615	513,259	513,259	513,259
37	Expenses	104,850	104,650	104,650	104,650
	295 - Harbor/Coastal Management				
38	Salaries	245,440	258,960	276,723	276,723
39	Expenses	49,150	53,850	53,850	53,850
	<b>Sub-Total: Public Safety</b>	7,935,695	8,243,708	8,309,474	8,309,474
	<b>PUBLIC WORKS</b>				
	192 - Central Building Services				
40	Salaries	63,372	65,603	65,603	65,603
41	Expenses	185,200	193,325	159,325	159,325
	194 - Tarkiln Community Center				
42	Expenses	9,350	8,150	8,150	8,150

TOWN OF DUXBURY					
Operating Budget - Fiscal Year 2019					
LINE #	DEPARTMENT	FY 2018 BUDGET	FY 2019 DEPT. REQ.	FY 2019 TOWN MGR	FY 2019 FIN COMM
	292 - Animal Control				
43	Salaries	79,915	81,784	81,784	81,784
44	Expenses	7,200	7,450	7,450	7,450
	294 - Lands & Natural Resources				
45	Salaries	470,478	490,967	490,967	490,967
46	Expenses	51,500	52,000	52,000	52,000
	418 - Central Fuel Depot				
47	Expenses	282,500	262,500	262,500	262,500
	419 - DPW Administration				
48	Salaries	306,563	310,368	310,368	310,368
49	Expenses	54,650	77,950	77,950	77,950
	421 - Vehicle Maintenance				
50	Salaries	163,190	170,611	170,611	170,611
51	Expenses	149,000	149,000	149,000	149,000
	422 - Highway/Road Maintenance				
52	Salaries	492,256	501,777	501,777	501,777
53	Expenses	72,800	74,700	74,700	74,700
	423 - Snow and Ice				
54	Salaries	63,650	63,750	63,750	63,750
55	Expenses	115,000	122,100	122,100	122,100
	424 - Street Lights				
56	Expenses	48,000	42,000	42,000	42,000
	431 - Transfer Station				
57	Salaries	233,813	239,341	239,341	239,341
58	Expenses	674,500	654,400	654,400	654,400
	440 - Sewer				
59	Salaries	16,455	16,419	16,419	16,419
60	Expenses	238,100	244,200	244,200	244,200

TOWN OF DUXBURY					
Operating Budget - Fiscal Year 2019					
LINE #	DEPARTMENT	FY 2018 BUDGET	FY 2019 DEPT. REQ.	FY 2019 TOWN MGR	FY 2019 FIN COMM
	491 - Cemetery				
61	Salaries	418,565	432,264	432,264	432,264
62	Expenses	226,400	213,100	213,100	213,100
	<b>Sub-Total: DPW</b>	4,420,557	4,473,759	4,439,759	4,439,759
	<b>HUMAN SERVICES</b>				
	541 - Council on Aging				
63	Salaries	418,400	442,322	442,322	442,322
64	Expenses	156,350	159,225	159,225	159,225
	543 - Veterans Services				
65	Salaries	25,530	26,555	41,935	41,935
66	Expenses	103,875	99,525	99,525	99,525
	840 - Ply. Cty. Coop. Ext.				
67	Expenses	500	500	500	500
	<b>Sub-Total: Human Services</b>	704,655	728,127	743,507	743,507
	<b>LIBRARY &amp; RECREATION</b>				
	610 - Library				
68	Salaries	1,013,295	1,043,025	1,043,025	1,043,025
69	Expenses	345,755	357,285	357,285	357,285
	630 - Recreation				
70	Salaries	221,867	230,155	230,155	230,155
71	Expenses	3,330	11,900	11,900	11,900
	631 - Percy Walker Pool				
72	Salaries	173,720	181,404	181,404	181,404
73	Expenses	133,839	142,981	142,981	142,981
	633 - Beach Life Guards				
74	Salaries	25,056	25,056	25,056	25,056
75	Expenses	2,650	2,650	2,650	2,650
	632 - North Hill Golf Course				
76	Expenses	1,500	1,500	1,500	1,500
	<b>Sub-Total: Library &amp; Recreation</b>	1,921,012	1,995,956	1,995,956	1,995,956

TOWN OF DUXBURY					
Operating Budget - Fiscal Year 2019					
LINE #	DEPARTMENT	FY 2018 BUDGET	FY 2019 DEPT. REQ.	FY 2019 TOWN MGR	FY 2019 FIN COMM
	610 - Library				
68	Salaries	1,013,295	1,043,025	1,043,025	1,043,025
69	Expenses	345,755	357,285	357,285	357,285
	630 - Recreation				
70	Salaries	221,867	230,155	230,155	230,155
71	Expenses	3,330	11,900	11,900	11,900
	631 - Percy Walker Pool				
72	Salaries	173,720	181,404	181,404	181,404
73	Expenses	133,839	142,981	142,981	142,981
	633 - Beach Life Guards				
74	Salaries	25,056	25,056	25,056	25,056
75	Expenses	2,650	2,650	2,650	2,650
	632 - North Hill Golf Course				
76	Expenses	1,500	1,500	1,500	1,500
	<b>Sub-Total: Library &amp; Recreation</b>	1,921,012	1,995,956	1,995,956	1,995,956
	<b>EMPLOYEE BENEFITS</b>				
80	916 – Medicare	600,000	610,000	610,000	610,000
81	915 - Life Insurance	12,000	12,000	12,000	12,000
82	914 - Employee & Retiree Health Insurance	7,510,000	8,110,800	8,110,800	8,110,800
83	911 - Contributory Pensions	3,288,800	3,456,494	3,448,800	3,448,800
84	909 - Non-Contributory Pensions	20,000	20,000	20,000	20,000
85	945 - Workers Compensation	392,536	365,500	365,500	365,500
	<b>Sub-Total: Employee Benefits</b>	11,823,336	12,574,794	12,567,100	12,567,100

TOWN OF DUXBURY					
Operating Budget - Fiscal Year 2019					
LINE #	DEPARTMENT	FY 2018 BUDGET	FY 2019 DEPT. REQ.	FY 2019 TOWN MGR	FY 2019 FIN COMM
	<b>OTHER SHARED COSTS</b>				
86	945 - Fire, Liability, Insurance	485,613	500,010	500,010	500,010
87	132 - Reserve Fund	120,000	120,000	120,000	120,000
	<b>Sub-Total: Liability Insurance/ Reserve Fund</b>	605,613	620,010	620,010	620,010
	<b>DEBT SERVICE TOWN &amp; SCHOOL</b>				
88	710 - Principal Payments	5,701,558	5,796,558	5,796,558	5,796,558
89	751 - Interest on Bonded Debt	2,817,247	2,654,442	2,654,442	2,654,442
90	752 - Interest on Temporary Notes	10,000	10,000	10,000	10,000
91	753 - Bond Expense	10,000	10,000	10,000	10,000
	<b>Sub-Total: Debt Service</b>	8,538,805	8,471,000	8,471,000	8,471,000

Motion carried. Yes – 350; No - 21

**ARTICLE 5 - MOTION 2 - SCHOOL OPERATING BUDGET** – Moved and seconded that the Town appropriate the sum of **\$35,594,000.00** as the General Fund School Operating Budget for the purposes and in the amounts specified below, and to meet said appropriation, raise and appropriate the sum of **\$35,449,000.00**, and to transfer the sum of **\$145,000.00** from the PEG Access Fund, to be expended under the direction of the School Committee.

TOWN OF DUXBURY					
Operating Budget - Fiscal Year 2019					
LINE #	DEPARTMENT	FY 2018 BUDGET	FY 2019 DEPT. REQ.	FY 2019 TOWN MGR	FY 2019 FIN COMM
	<b>SCHOOLS</b>				
	300 - Duxbury Schools - Operat- ing Budget				
77	Salaries	28,671,698	29,527,886	29,364,000	29,364,000
78	Expenses	5,841,763	6,362,464	6,230,000	6,230,000

TOWN OF DUXBURY					
Operating Budget - Fiscal Year 2019					
LINE #	DEPARTMENT	FY 2018 BUDGET	FY 2019 DEPT. REQ.	FY 2019 TOWN MGR	FY 2019 FIN COMM
	310 - Duxbury Schools - Laptop Lease				
79	Expenses	300,000	0	0	0
	<b>Sub-Total: School Direct Costs</b>	34,513,461	35,890,350	35,594,000	35,594,000

A motion was made and seconded to amend the General Fund School Operating budget to \$35,695,644.00 and to meet said appropriation, raise and appropriate \$35,550,644.00 and to transfer the sum of \$145,000.00 from the PEG Access Fund, to be expended under the direction of the School Committee.

This represents an increase in the amount raised by taxation of \$101,644.00

Voting the proposed amendment – Motion carried. Yes – 339; No – 105

Voting the Main Motion as amended – Motion carried. Yes – 369; No – 84

**ARTICLE 5 - MOTION 3 - WATER ENTERPRISE FUND** – Moved and seconded that the Town appropriate the sum of **\$2,710,080.00** from Water Enterprise Fund revenue for the purposes and in the amounts specified below, and further that **\$111,222.00** be raised from Water Enterprise Fund revenue to fund indirect costs associated with the Water Enterprise Fund appropriated in the General Fund as identified in Article 5, Motion 1, to be expended under the direction of the Town Manager.

TOWN OF DUXBURY					
Operating Budget - Fiscal Year 2019					
LINE #	DEPARTMENT	FY 2018 BUDGET	FY 2019 DEPT. REQ.	FY 2019 TOWN MGR	FY 2019 FIN COMM
	<b>OPERATING BUDGET - WATER</b>				
	450 - Water				
92	Salaries	710,710	778,095	775,068	775,068
93	Expenses	973,828	900,800	1,177,836	1,177,836
	<b>Sub-Total: Water Operations</b>	1,684,538	1,678,895	1,952,904	1,952,904

TOWN OF DUXBURY					
Operating Budget - Fiscal Year 2019					
LINE #	DEPARTMENT	FY 2018 BUDGET	FY 2019 DEPT. REQ.	FY 2019 TOWN MGR	FY 2019 FIN COMM
	<b>DEBT SERVICE WATER</b>				
94	710 - Principal Payments	443,311	644,364	644,364	644,364
95	751 - Interest on Bonded Debt	75,409	98,567	92,812	92,812
96	752 - Interest on Temporary Notes	10,000	0	10,000	10,000
97	753 - Bond Expense	10,000	0	10,000	10,000
	<b>Sub-Total: Water Debt</b>	538,720	742,931	757,176	757,176
	<b>OPERATING BUDGET - PERCY WALKER POOL</b>				
	631 – Pool				
98	Salaries	205,379	0	0	0
99	Expenses	175,716	0	0	0
	<b>Sub-Total: Percy Walker Pool Operations</b>	381,095	0	0	0
	<b>Total Water Enterprise Fund</b>	<b>2,604,353</b>	<b>2,421,826</b>	<b>2,710,080</b>	<b>2,710,080</b>

Motion carried. Yes – 321; No - 15

#### Article 5 Motions Summary (*Informational*)

Article 5 Motions Summary ( <i>Informational</i> )				
Motion	Description	Raise	Transfers	Total Appropriation
Motion 1	General Fund	39,543,936	1,016,356	40,560,292
Motion 2	School Budget	35,550,644	145,000	35,695,644
Motion 3	Water Enterprise Fund	2,710,080	0	2,710,080
	<b>Total</b>			<b>78,966,016</b>

The meeting recessed for lunch at 1:16 PM and reconvened at 2:13PM

**ARTICLE 6 - MOTION 1 - GENERAL FUND CAPITAL BUDGET** – Moved and seconded that the Town appropriate the sum of **\$664,497.00** as the General Fund Capital Budget of the Town, for the purposes and in the amounts specified as follows, and to meet said appropriation, raise and appropriate the sum of **\$75,000.00**, and transfer **\$589,497.00**, of which **\$465,704.00** shall come from Free Cash, **\$31,000.00** shall come from Overlay Surplus Fund, **\$47,793.00** shall come from Waterways Improvement Receipts Fund, and **\$45,000.00** shall come from the sale of lots and graves, to be expended under the direction of the Town Manager.

Article 6 - Capital Budget					
Line #	Project Requests	Fiscal 2019 Request	Town Manager Recommendation	Fiscal Advisory Recommendation	Finance Committee Recommendation
	<b>GENERAL GOVERNMENT</b>				
	<b>Information Systems Department</b>				
1	Upgrade Vision v8 CAMA License	31,000	31,000	31,000	31,000
2	Digital Photogrammetric	22,700	22,700	22,700	22,700
	<b>Conservation Department</b>				
3	Lower Chandler Mill Pond Weed Treatment	17,500	17,500	17,500	17,500
	<b>GENERAL GOVERNMENT TOTAL</b>	<b>71,200</b>	<b>71,200</b>	<b>71,200</b>	<b>71,200</b>
	<b>PUBLIC SAFETY</b>				
	<b>Police Department</b>				
5	Expand Station Parking Lot	85,000	85,000	85,000	85,000
	<b>Fire Department</b>				
6	Replace 2010 Command Car #2	52,843	52,843	52,843	52,843
7	Purchase Edraulic Combination Tools (2)	25,900	25,900	25,900	25,900
	<b>Harbormaster Department</b>				
8	Update Marine Unit 1 Outboard Engines (2)	47,793	47,793	47,793	47,793
	<b>PUBLIC SAFETY TOTAL</b>	<b>211,536</b>	<b>211,536</b>	<b>211,536</b>	<b>211,536</b>
	<b>PUBLIC WORKS</b>				
	<b>Lands &amp; Natural Resources Department</b>				
9	Replace 2011 Pick-up Truck L-30	40,000	40,000	40,000	40,000
10	Replace 2007 SCAG 61" Mower	16,000	16,000	16,000	16,000

Article 6 - Capital Budget					
Line #	Project Requests	Fiscal 2019 Request	Town Manager Recommendation	Fiscal Advisory Recommendation	Finance Committee Recommendation
	<b>Vehicle Maintenance Department</b>				
11	Replace Drive on Vehicle Lift	16,180	16,180	16,180	16,180
	<b>Highway Department</b>				
12	Replace 2004 Chevrolet 3500 Pickup Truck H-11	82,653	82,653	82,653	82,653
13	Replace 2006 Chevrolet Silverado Pickup Truck H-26	40,110	40,110	40,110	40,110
14	Replace 2011 Chevrolet Silverado Pickup Truck H-20	36,618	36,618	36,618	36,618
	<b>Transfer Station Department</b>				
15	Replace 2005 Stecco Ejector Trailer #2	88,200	88,200	88,200	88,200
	<b>Cemetery Department</b>				
16	Master Plan	45,000	45,000	45,000	45,000
	<b>DEPARTMENT OF PUBLIC WORKS TOTAL</b>	<b>364,761</b>	<b>364,761</b>	<b>364,761</b>	<b>364,761</b>
	<b>Recreation Department</b>				
17	Replace Alden St. Tennis Court Fencing	17,000	17,000	17,000	17,000
	<b>LIBRARY &amp; RECREATION TOTAL</b>	<b>17,000</b>	<b>17,000</b>	<b>17,000</b>	<b>17,000</b>
	<b>GENERAL FUND TOTAL</b>	<b>664,497</b>	<b>664,497</b>	<b>664,497</b>	<b>664,497</b>

Motion carried. Yes – 262; No - 19

**ARTICLE 6 - MOTION 2 - GENERAL FUND SCHOOL BUDGET** – Moved and seconded that the Town appropriate the sum of **\$635,420.00** as the General Fund School Capital Budget for the purposes and in the amounts specified below, and to meet said appropriation, raise and appropriate the sum of **\$75,000.00**, and transfer **\$560,420.00** from Free Cash, to be expended under the direction of the School Committee.

Article 6 - Capital Budget					
Line #	Project Requests	Fiscal 2019 Request	Town Manager Recommendation	Fiscal Advisory Recommendation	Finance Committee Recommendation
	<b>DUXBURY SCHOOLS</b>				
4	Facilities Mgmt/Alden School Window Project	490,000	490,000	490,000	490,000
18	Replace Lockers with Cubbies - Chandler School	50,000	50,000	50,000	50,000
19	Add Wireless Access Points - PAC	17,125	17,125	-	17,125
20	Replace PAC Projector	31,295	31,295	31,295	31,295
21	Replace Backup & Recovery Equipment - Phase I of II	47,000	47,000	47,000	47,000
	<b>SCHOOL DEPARTMENT TOTAL</b>	<b>635,420</b>	<b>635,420</b>	<b>618,295</b>	<b>635,420</b>

Motion carried. Yes – 276; No – 26

**ARTICLE 6 - MOTION 3 - WATER ENTERPRISE FUND CAPITAL BUDGET** – Moved and seconded that the Town appropriate the sum of **\$338,500.00** as the Water Enterprise Fund Capital Budget, for the purposes and in the amounts specified below, and to meet said appropriation, transfer the sum of **\$338,500.00** from Water Enterprise Fund Retained Earnings, to be expended under the direction of the Town Manager.

Article 6 - Capital Budget					
Line #	Project Requests	Fiscal 2019 Request	Town Manager Recommendation	Fiscal Advisory Recommendation	Finance Committee Recommendation
	<b>WATER ENTERPRISE FUND</b>				
22	Purchase Air Compressor	20,000	20,000	-	20,000
23	Purchase Mobile Vacuum System	18,500	18,500	-	18,500
24	System Rehabilitation	150,000	150,000	150,000	150,000
25	PCE Main Pipe Replacement Program	150,000	150,000	150,000	150,000
	<b>WATER ENTERPRISE FUND TOTAL</b>	<b>338,500</b>	<b>338,500</b>	<b>300,000</b>	<b>338,500</b>

Motion carried. Yes – 215; No – 101

**ARTICLE 7 – MOTION 1 - SMALL EQUIPMENT AND MINOR SERVICES** – Moved and seconded that the Town appropriate the sum of **\$62,867.00** as the Small Equipment and Minor Services Budget for the purposes and in the amounts specified below, and to meet said appropriation, raise and appropriate the sum of **\$62,867.00**, to be expended under the direction of the Town Manager.

Article 7 - Small Equipment and Minor Services				
Line #	Project Requests	Fiscal 2019 Request	Town Manager Recommendation	Finance Committee Recommendation
	<b>PUBLIC SAFETY</b>			
	<b>Fire Department</b>			
1	Purchase Ballistic Vests (6)	9,000	9,000	9,000
2	Purchase Ballistic Helmets (6)	3,420	3,420	3,420
3	Replace Firefighting Boat Pump	3,915	3,915	3,915
4	Purchase Firefighting Skid Unit for UTV	8,150	8,150	8,150
	<b>Harbormaster</b>			
5	Replace Town Tender	3,295	3,295	3,295
	<b>DEPARTMENT OF PUBLIC SAFETY TOTAL</b>	<b>27,780</b>	<b>27,780</b>	<b>27,780</b>
	<b>PUBLIC WORKS</b>			
	<b>Central Buildings Services</b>			
6	Irrigation Well - Town Hall	6,200	6,200	6,200
	<b>Lands &amp; Natural Resources</b>			
7	Purchase Stand Up Leaf Blower	12,000	12,000	12,000
	<b>Cemetery</b>			
8	Replace 2006 Self Contained Leaf Vac	10,517	10,517	10,517
	<b>DEPARTMENT OF PUBLIC WORKS TOTAL</b>	<b>28,717</b>	<b>28,717</b>	<b>28,717</b>
	<b>LIBRARY &amp; RECREATION</b>			
	<b>Library</b>			
9	Railings for Campus Entrance	1,900	1,900	1,900
10	Reupholster Chairs in Lanman/Study Room (10)	3,020	3,020	3,020
11	Reupholster Couch in YA Area	1,450	1,450	1,450
	<b>LIBRARY &amp; RECREATION TOTAL</b>	<b>6,370</b>	<b>6,370</b>	<b>6,370</b>
	<b>GENERAL FUND TOTAL</b>	<b>62,867</b>	<b>62,867</b>	<b>62,867</b>

Motion carried. Yes – 271; No - 20

**ARTICLE 7 – MOTION 2 - SMALL EQUIPMENT AND MINOR SERVICES** – Moved and seconded that the Town appropriate the sum of **\$48,590.00** as the Small Equipment and Minor Services Budget for the purposes and in the amounts specified below, and to meet said appropriation, raise and appropriate the sum of **\$48,590.00**, to be expended under the direction of the School Committee.

Article 7 - Small Equipment and Minor Services				
Line #	Project Requests	Fiscal 2019 Request	Town Manager Recommendation	Finance Committee Recommendation
	<b>DUXBURY SCHOOLS</b>			
12	Purchase Classroom Furniture (Various) - Phase I of IV	10,000	10,000	10,000
13	Purchase Green Classroom Chairs (60) (DHS)	5,520	5,520	5,520
14	Purchase Student Desks (60) (DHS)	8,210	8,210	8,210
15	Replace Auto Scrubber 24"	9,000	9,000	9,000
16	UnoM Skid Desks (30) (DMS)	4,100	4,100	4,100
17	Purchase Green Classroom Chairs (30) (DMS)	2,760	2,760	2,760
18	Classroom Door & Window Security Shades	9,000	9,000	9,000
	<b>SCHOOL DEPARTMENT TOTAL</b>	<b>48,590</b>	<b>48,590</b>	<b>48,590</b>

**Motion carried. Yes – 282; No - 39**

**ARTICLE 8 - UNION CONTRACTS** – Moved and seconded to indefinitely postpone this article.  
**Motion carried unanimously by voice vote.**

**ARTICLE 9 - SPENDING LIMITED ON REVOLVING FUNDS** – Moved and seconded that the Town establish annual expenditure limits for revolving funds established by the Town's General Bylaws, Section 1.4, "Department Revolving Funds", with such limitations to remain applicable from fiscal year to fiscal year until such time as they are later amended, as follows:

Line	Revolving Fund	FY 2019 Spending Limit
1	Senior Center	\$175,000
2	Jaycox Tree Farm	\$20,000
3	Hazardous Materials Response	\$50,000
4	Regional Dispatch Services	\$150,000

**Motion carried. Yes – 300; No - 18**

**ARTICLE 10 - ELECTRONIC BALLOTING** – Moved and seconded that the Town raise and appropriate the sum of **\$35,000.00** to fund the cost of operating electronic balloting at Town Meetings.

**Motion carried. Yes – 301; No – 24**

**ARTICLE 11 - DUXBURY BEACH LEASE - 2/3 Vote Required** – Moved and seconded that the Town raise and appropriate the sum of **\$750,000.00** to be expended under the direction of the Town Manager for the purpose of leasing Duxbury Beach, being that portion of land in the towns of Duxbury and Plymouth owned by the Duxbury Beach Reservation, Inc. south of a line running approximately east to west along the northerly edge of the northerly parking area, at the east end of the Powder Point Bridge (subject to an area of land excluded at High Pines used by the Duxbury Beach Reservation) and to authorize the Board of Selectmen to execute a lease in the name and on the behalf of the Town of Duxbury for the period beginning July 1, 2018 and ending June 30, 2019 on such terms and conditions the Board of Selectmen deems in the best interests of the Town.

**Motion carried by requisite 2/3 vote. Yes – 329; No - 11**

**ARTICLE 12 - FOURTH OF JULY APPROPRIATION** – Moved and seconded that the Town raise and appropriate the sum of **\$15,000.00** to fund the Town of Duxbury's Fourth of July parade and ceremonies, to be expended under the direction of the Town Manager.

**Motion carried. Yes – 318; No – 12**

**ARTICLE 13 - CITIZENS' PETITION – AMEND ZONING BY-LAWS – PROPOSAL TO RE-ZONE FORMER BATTELLE MEMORIAL INSTITUTE PROPERTY FROM RESIDENTIAL COMPATIBILITY (RC) TO NEIGHBORHOOD BUSINESS (NB1) - 2/3 Vote Required** – Moved and seconded that the Town vote to amend the Town of Duxbury, Massachusetts Zoning Maps as revised and amended as shown on the map for the Petition to rezone from RC to NB1 and further shown on a plan of land entitled “0, 397, 401, 406 Washington Street” dated February 21, 2018.

**Motion carried by requisite 2/3 vote. Yes – 376; No - 30**

**ARTICLE 14 - AMEND GENERAL BY-LAWS – FACILITIES FOR MARIJUANA NOT MEDICALLY PRESCRIBED** – Moved and seconded that the Town amend its General By-laws by adding a new Section 7.25, to read as shown by underlining for additions (such markings for illustrative purposes only), as follows:

Section 7.25: Facilities for Marijuana Not Medically Prescribed

7.25.1 Definitions

“Marijuana Cultivator”, an entity licensed to cultivate, process and package marijuana, to deliver marijuana to marijuana establishments and to transfer marijuana to other marijuana establishments, but not to consumers.

“Marijuana Establishment”, a marijuana cultivator, independent testing laboratory, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business.

“Marijuana Product Manufacturer”, an entity licensed to obtain, manufacture, process and package marijuana and marijuana products, to deliver marijuana and marijuana products to marijuana establishments and to transfer marijuana and marijuana products to other marijuana establishments, but not to consumers.

“Marijuana Products”, products that have been manufactured and contain marijuana or an extract from marijuana, including concentrated forms of marijuana and products composed of marijuana and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils and tinctures.

“Marijuana retailer”, an entity licensed to purchase and deliver marijuana and marijuana products from marijuana establishments and to deliver, sell or otherwise transfer marijuana and marijuana products to marijuana establishments and to consumers.

#### 7.25.2 Prohibition

Marijuana Establishments are prohibited in the Town in accordance with General Laws chapter 94G, section 3.

**Motion carried. Yes – 335; No – 46**

**ARTICLE 15 - AMEND ZONING BY-LAWS – FACILITIES FOR MARIJUANA NOT MEDICALLY PRESCRIBED - 2/3 Vote Required** – Moved and seconded that the Town amend the Duxbury Zoning By-laws by adding a new Section 619, to read as shown by underlining for additions (such markings for illustrative purposes only), as follows:

#### Section 619: Facilities for Marijuana Not Medically Prescribed

##### 619.1 Intent

On November 8, 2016, the voters of the Commonwealth approved, but the Town of Duxbury did not support (56% voted in opposition), a law regulating the cultivation, processing, distribution, possession and use of marijuana for personal use (new G.L. c. 94G, Regulation of the Use and Distribution of Marijuana Not Medically Prescribed). The personal use of marijuana raises planning and public safety issues, such as, but not exclusively: a lack of specific measures to define toxic levels of marijuana use and determine impaired driving limits; which are not consistent with the purpose of the zoning bylaw, which is to protect the health, safety and general welfare of all inhabitants of the Town including the preservation of natural resources.

##### 619.2 Definitions

“Marijuana Cultivator”, an entity licensed to cultivate, process and package marijuana, to deliver marijuana to marijuana establishments and to transfer marijuana to other marijuana establishments, but not to consumers.

“Marijuana Establishment”, a marijuana cultivator, independent testing laboratory, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business.

“Marijuana Product Manufacturer”, an entity licensed to obtain, manufacture, process and package marijuana and marijuana products, to deliver marijuana and marijuana products to marijuana establishments and to transfer marijuana and marijuana products to other marijuana establishments, but not to consumers.

“Marijuana Products”, products that have been manufactured and contain marijuana or an extract from marijuana, including concentrated forms of marijuana and products composed of marijuana and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils and tinctures.

“Marijuana retailer”, an entity licensed to purchase and deliver marijuana and marijuana products from marijuana establishments and to deliver, sell or otherwise transfer marijuana and marijuana products to marijuana establishments and to consumers.

### 619.3 Prohibition

Marijuana Establishments are prohibited in all zoning districts in the Town in accordance with General Laws chapter 94G, section 3.

**Motion carried by requisite 2/3 vote. Yes – 327; No - 50**

**ARTICLE 16 - AMEND ZONING BY-LAW – SECTION 617 – TEMPORARY MORATORIUM ON MEDICAL MARIJUANA TREATMENT CENTERS - 2/3 Vote Required** – Moved and seconded that the Town amend the Zoning By-law by deleting, in its entirety, existing Section 617 Temporary Moratorium on Medical Marijuana Treatment Centers, which expired on December 31, 2014.

**Motion carried by requisite 2/3 vote. Yes – 333; No – 41**

A motion was made and seconded to reconsider Article 14 - Amend General By-Laws – Facilities For Marijuana Not Medically Prescribed. (2/3 vote required)

**Motion to reconsider Article 14 failed. Yes – 31; No – 339**

A motion was made and seconded to reconsider Article 15 - Amend Zoning By-Laws – Facilities For Marijuana Not Medically Prescribed. (2/3 Vote Required)

**Motion to reconsider Article 15 failed. Yes – 22; No – 342**

**ARTICLE 17 - SENIOR CENTER EXPANSION - 2/3 Vote Required** – Moved and seconded that the Town appropriate the sum of \$2,575,750.00 and to meet said appropriation, authorize the Treasurer, with the approval of the Board of Selectmen, to borrow \$2,575,750.00 under Chapter 44, Sections 7 and 8 or any other enabling authority for the expansion, equipping and furnishing of the Duxbury Senior Center on Parcel No. 093-500-096 on Mayflower Street, said funds to be expended under the direction of the Town Manager, and to authorize the Town Manager to accept any grants for such project and to authorize the Board of Selectmen to accept any gifts for such project, and further to authorize the Treasurer, with the approval of the Board of Selectmen to 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 costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. Chapter 44, Section 20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

A voice vote was taken to allow Mr. Joe Sirkovich of Steffanie & Bradley Architects to make a presentation to Town Meeting.

**Voting Article 17 – Motion carried by requisite 2/3 vote. Yes – 290; No – 68**

A motion was made and seconded to reconsider Article 17 – Senior Center Expansion. (2/3 Vote Required)

**Motion to reconsider Article 17 failed. Yes – 34; No – 297**

**ARTICLE 18 - ISLAND CREEK VILLAGE ATB PROFESSIONAL SERVICES** – Moved and seconded that the Town transfer from Overlay Surplus the sum of \$40,000.00 to be expended under the direction of the Town Manager for the purpose of defending the Town’s valuation of the residential component of the Island Creek development project.

**Motion carried. Yes – 168; No – 25**

**Town Meeting adjourned at 5:10 PM to reconvene on Monday, March 12, 2018 at 7:00 PM**

**Town Meeting came to order on Monday, March 12, 2018 at 7:04 PM.**

**ARTICLE 19 - INFORMATION TECHNOLOGY STEERING COMMITTEE** – Moved and seconded that the Town authorize the Board of Selectmen to appoint an eleven (11) member Information Technology Steering Committee comprised of the following officials and personnel:

- One (1) member Finance Committee
- One (1) member Fiscal Advisory Committee
- One (1) member Board of Selectmen
- One (1) member School Committee
- One (1) member Fire Department
- One (1) member Police Department
- Town Manager
- Superintendent of Schools
- Town IT Director
- School IT Director
- School Network Administrator

The Information Technology Steering Committee shall (a) work with an independent IT consultant to scope and develop a Town-wide 3-year strategic IT master plan and (b) provide a progress report at the Annual Town Meeting of March 2019 and to further present their recommendations to the Annual Town Meeting of March 2020, and further, to raise and appropriate **\$75,000.00** to hire an independent consultant for the purpose of completing a Town-wide IT master plan for the Town of Duxbury.

**Motion carried. Yes – 98; No - 9**

**ARTICLE 20 - GENERAL BY-LAW REVISIONS** – Moved and seconded that the Town amend the General By-laws of the Town by making certain non-substantive, ministerial and clerical amendments thereto, by correcting inconsistencies, deleting obsolete references, fixing typographical errors, streamlining text for readability and the like, all as set forth in a document entitled, “Government Study Committee Recommendations – 2018”, as filed with the Town Clerk, and presented to the Town Meeting and to read as shown using underlining for additions and interlineation for deletions (such markings for illustrative purposes only).

**Motion carried. Yes – 122; No – 2**

**ARTICLE 21 - SUBJECT: AMEND GENERAL BY-LAWS – INCREASE MODERATOR’S TERM OF OFFICE** – Moved and seconded that the Town change the term of office of the elected Town Moderator from one (1) year to three (3) years beginning with the 2019 Annual Town Election, and for such purposes, by amending Section 3.3.1 of the General By-laws of the Town of Duxbury to read as shown by underlining for additions and interlineation for deletions (such markings for illustrative purposes only), as follows:

3.3.1 The Moderator shall hold no other Town Office. The Moderator's term of office shall be three ~~one~~ years. In addition to presiding at all Annual and Special Town Meetings, the Moderator shall make those appointments referred to in Chapter 5.1 of these by-laws and appointments as required by State statute and/or by Town Meeting actions.

**Motion carried. Yes – 126; No – 5**

**ARTICLE 22 – AMEND GENERAL BY-LAWS - RECONSIDERATION** – Moved and seconded that the Town amend section 2.4.6 of the General By-laws of the Town by deleting said section in its entirety and inserting in place thereof the following language, to read as shown by underlining for additions and interlineation for deletions (such markings for illustrative purposes only):

~~2.4.6 All votes for reconsideration shall require the same quantitative vote as the motion to which it applies and shall be made at the same session as the original motion or the next succeeding session, and may be made only once on any motion.~~

2.4.6 Any vote for reconsideration (a) shall require the same quantitative vote as the motion to which it applies, (b) shall be made at the same session as the original motion or the next succeeding session, (c) may be made only once on any one motion, and (d) may only be considered if the proponent provides, in the opinion of the Moderator, factual information that was not available during the session when the original vote was taken.

**Motion carried. Yes – 98; No - 55**

**ARTICLE 23 - AMEND GENERAL BY-LAWS – CHANGE THE APPOINTING AND REPORTING AUTHORITY OF THE TOWN PLANNER FROM THE PLANNING BOARD TO THE TOWN MANAGER**

– Moved and seconded that the Town change the appointing authority of the Town Planner from the Planning Board to the Town Manager and clarify the Town Manager’s authority to direct the day-to-day activities of the Town Planner, and to accomplish the same by making the following changes to the General By-Laws:

- (a) By adding the position of Town Planner to Section 5.3 (Appointments Made by The Town Manager), consistent with alphabetical order;
- (b) By deleting the language “Town Planner (by the Planning Board)” from Section 5.4 (Other Appointed Town Officers); and
- (c) By inserting a new section in Chapter 4, Town Manager, Section 4.10, to provide as follows:

The Town Manager shall hire the Town Planner in consultation with the Planning Board, and shall coordinate the activities of the planning department.

**Motion carried. Yes – 95; No - 91**

**ARTICLE 24 - AMEND GENERAL BY-LAWS – ADD NEW SECTION 6.16 – AUDIT COMMITTEE**

– Moved and seconded that the Town establish an Audit Committee to assist the Board of Selectmen in overseeing the Town’s periodic financial auditing process and the system of internal financial controls and to accomplish the foregoing by amending the General By-laws by adding the underlined text set forth below (such markings for illustrative purposes only):

6.16 Audit Committee

6.16.1

The Audit Committee shall consist of three (3) members:

Two members shall be members of the Finance Committee, appointed or reappointed annually by the Finance Committee Chairperson; and

One member shall be a member of the Fiscal Advisory Committee, appointed or reappointed annually by the Fiscal Advisory Committee Chairperson.

When practical, all members of the Audit Committee shall have professional experience in accounting, finance, law, or business management.

#### 6.16.2

The Audit Committee shall assist the Board of Selectmen in providing oversight of the independent audit of the Town's financial statements, including:

- a) Soliciting, interviewing and recommending an auditor, and reviewing the auditor's performance and statement of independence;
- b) Suggesting the auditor's scope of services;
- c) Reviewing the audit results and all accompanying financial statements;
- d) Reviewing management letter comments;
- e) Reporting on all of the above to the Board of Selectmen, the School Committee and the Finance Committee.

The members of the Audit Committee shall adopt a description of its responsibilities and policies. This charge shall be approved by the Finance Committee and the Board of Selectmen and shall be reviewed every three (3) years.

**Motion carried. Yes – 175; No – 15**

### **ARTICLE 25 - AMEND GENERAL BY-LAWS – PROHIBITION ON HOLDING DUAL OFFICES**

– Moved and seconded that the Town amend section 3.1.2 of the General By-laws of the Town by deleting said section in its entirety and inserting the following language to read as shown by underlining for additions and interlineation for deletions (such markings for illustrative purposes only):

~~3.1.2 No person shall hold, at one time, the offices of Board of Selectmen and Assessor.~~

3.1.2 No person hired by the Town following June 30, 2018, shall simultaneously hold any elective office in the Town.

**Motion carried. Yes – 171; No – 15**

### **ARTICLE 26 - AMEND GENERAL BY-LAWS – ENFORCEMENT OF TAX REGULATIONS AND AUTHORITY FOR PARTIAL TAX PAYMENTS**

– Moved and seconded that the Town amend the General By-laws by adding a new Chapter 14 of the Duxbury General By-laws entitled “Tax Title Payment Plans” for the purpose of allowing payment plans for tax title properties by adding the underlined text set forth below (such markings for illustrative purposes only):

#### **CHAPTER 14: TAX TITLE PAYMENT PLANS**

14.1. Pursuant to the provisions of G.L. c. 60, §62A, the Treasurer-Town Collector shall have the authority to enter into written payment agreements with every person entitled to redeem ownership of parcels of land in tax title which have been taken by the Town as a result of nonpayment of real estate taxes. The payment agreement shall be executed on such terms and conditions for payment of the delinquent taxes, interest and any other costs, fees or charges associated with same, in accordance with G.L. c. 60, §62A

and this by-law. The Treasurer-Town Collector shall not refuse to enter into agreements with eligible taxpayers.

14.2 This by-law shall apply to all taxpayers with parcels in the following assessment categories of tax title in the Town:

Commercial property;

Residential property;

Industrial; and

Open space.

14.3 The following conditions must be met prior to the Town entering into all payment agreements:

The Town has not filed a petition to foreclose the rights of redemption with the Land Court, and the recording date of the Instrument of Taking recorded in the Plymouth County Registry of Deeds must be no more than ten (10) years from the date of the proposed agreement; and

All real estate taxes due for the current fiscal year assessed against the parcel must be paid to date.

14.4 All payment agreements shall comply with the following minimum requirements:

The payment agreement shall have a maximum term of no more than five (5) years;

The payment agreement may include a waiver of up to 50% of the interest that has accrued in the tax title account, but only if the taxpayer complies with the terms of the agreement (no taxes or collection costs may be waived); and

The payment agreement must state the amount of the payment due from the taxpayer at the time of execution of the agreement, which must be at least twenty-five percent (25%) of the amount needed to redeem the parcel at the inception of the agreement. The taxpayer must then agree to pay the remaining balance due to the Town in equal monthly installments.

14.5 After the Town has received seventy-five percent (75%) of the total amount due, the taxpayer shall be entitled to a credit equal to twenty-five percent (25%) of the accrued interest on the tax title account. This credit shall be applied against the final installment payment(s) due under the payment agreement.

14.6 During the term of the agreement, the Treasurer-Town Collector may not bring an action to foreclose the tax title unless payments are not made in accordance with the schedule set out in the payment agreement or timely payments are not made on other amounts due to the Town that constitute a lien on the same parcel.

**Motion carried. Yes – 184; No - 6**

## **ARTICLE 27 - AMEND GENERAL BY-LAWS – LICENSE DENIAL FOR FAILURE TO PAY TAX-**

**ES** – Moved and seconded that the Town amend Section 1.3.2 (a) of the General By-laws of the Town by deleting said section in its entirety and to read as shown by underlining for additions and interlineation for deletions (such markings for illustrative purposes only):

(a) The tax collector shall annually, and may periodically, furnish to each department, board, commission or division hereinafter referred to as the licensing authority, that issues licenses or permits including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the party, that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges for not less than a twelve month period, and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the Appellate Tax Board.

A motion was made and seconded to amend the proposed section 1.3.2 (a) by deleting the words “for not less than a 12 month period”.

Voting the proposed amendment – Motion to amend the main motion carried. Yes – 171; No – 12.

Voting the main motion as amended – Motion carried. Yes – 152; No – 36

**ARTICLE 28 - AMEND GENERAL BY-LAWS – ELIMINATION OF PERSONNEL BOARD –**

Moved and seconded that the Town amend Section 5.1 (“Appointments Made by the Moderator”) of the General Bylaws of the Town by deleting the words “Personnel Board” and by deleting Section 6.10 (“Personnel Board”) in its entirety and substituting in place thereof “6.10 Reserved.”

**Motion carried. Yes – 180; No - 11**

**ARTICLE 29 - AMEND GENERAL BY-LAW RE: HANDICAP PARKING FINES AND ENFORCEMENT FUNDING**

- Moved and seconded that the Town amend the General By-laws of the Town Section 7.21(d), entitled “Handicap Parking” to read as shown by underlining for additions and interlineation for deletions (such markings for illustrative purposes only), as follows:

- (d) Non-Criminal disposition penalties shall be as follows: The penalty for violation of this Bylaw shall be ~~twenty-five (\$25)~~ one hundred (\$100) dollars for the first offense, and ~~fifty (\$50)~~ two hundred dollars (\$200) for the second and any subsequent offense.

**Motion carried. Yes – 175; No – 18**

**ARTICLE 30 - FUNDING AN UPDATE OF THE COMPREHENSIVE (MASTER) PLAN**

– Moved and seconded that the Town raise and appropriate the sum of \$75,000.00 for the purpose of completing the updating of the Comprehensive (Master) Plan for the Town of Duxbury to be expended under the direction of the Planning Director in consultation with the Planning Board to secure professional planning services to assist with the project.

**Motion carried. Yes – 159; No – 24**

**ARTICLE 31 - AMEND ZONING BY-LAWS – ARTICLE 425 – NB COVERAGE - 2/3 Vote Required**

– Moved and seconded that the Town amend the Duxbury Zoning By-laws to amend Article 425 to read as shown by underlining for additions and interlineation for deletions (such markings for illustrative purposes only), as follows:

425 INTENSITY AND DIMENSIONAL REGULATIONS FOR ALL NEIGHBORHOOD BUSINESS DISTRICTS

425.1 Lot Area, Frontage, Depth Dimensions and Coverage

1. Minimum lot size for NB-1 and NB-2 is 15,000 square feet.
2. Lot Dimension for NB-1 and NB-2:

Frontage	100 linear feet
Depth	100 linear feet
Front setback	10 linear feet

Side setback 0 linear feet  
Rear setback 0 linear feet

3. In a Neighborhood Business District where present buildings are less than forty (40) feet from the right-of way line, new buildings may be placed as near the right-of- way line as the average buildings on said adjoining lots. A vacant lot shall, for this purpose, be treated as though occupied by a building set back forty (40) feet.
4. The minimum front setback shall be measured from the right-of-way giving legal access to any lot where a plan of the way is on file with the Registry of Deeds or, in the absence of such a plan, from a line twenty feet from and parallel with the center line of the traveled way. In the case of a corner lot, the distance of the front setback shall apply to any structure adjacent to either right-of-way.
5. In a Neighborhood Business District, no accessory building or structure shall be located within the required front setback. Accessory structures may be appended to the principal building or to another accessory building.
  - a) Corner Clearance – Within the triangle formed by the lines of intersecting ways and a line joining points on such lines fifteen feet distance from their point of intersection, or in the case of a rounded corner, the point of intersection, or in the case of a rounded corner, the point of intersection of their tangents, no structure and no foliage shall be maintained between a height three and one-half (3.5) feet and height of eight (8) feet above the plan through their curb grades.
  - b) Projections – Nothing herein shall prevent the projection of steps, stoops, not exceeding thirty square feet in any area, cornices, window sills or belt courses into any required setback.
  - c) Height – Maximum height shall be thirty (30) feet in NB 1 and NB 2.
  - d) Exemptions to Height Regulations – The limitations of height in feet shall not apply to chimneys, elevators, poles, ventilators, skylights, tanks, bulkheads, and other accessory structural features usually carried above roofs, nor to domes, towers, or spires of churches or other buildings provided such features are in no way used for living purposes and further provided that no such structural feature of any building shall exceed a height of sixty-five (65) feet from the ground. The Board of Appeals may grant a special permit for greater height for such structures and provided such greater height would not be hazardous or detrimental to the neighborhood.
  - e) Site Coverage – In NB1 and NB2 Districts the maximum site coverage of a lot shall be no more than ~~fifty~~ seventy percent (~~50~~70%) of the total area of the lot as defined in Section 302 and not “Lot Area.”
  - f) Bedrooms – Above ground floor apartments in Neighborhood Business Districts 1 and 2 shall be limited to no more than two (2) bedrooms.
  - g) Reduction of Minimum Requirements – No lot, setback, court or other open space already having less than the minimum requirements in this Bylaw shall be further divided or reduced with respect to such minimum requirement or requirements.

**Motion failed (2/3 vote required). Yes – 118; No - 83**

**ARTICLE 32 - SUBJECT: AMEND ZONING BY-LAWS – ARTICLE 621 – SOLAR PHOTOVOLTAIC FACILITIES - 2/3 Vote Required** – Moved and seconded that the Town amend the Duxbury Zoning By-laws by adding a new Article 621 entitled “Solar Photovoltaic Facilities” by adding the underlined text set forth below (such markings for illustrative purposes only):

ARTICLE 621 Solar Photovoltaic Facilities

621.1. Purpose

The purpose of this bylaw is to facilitate and appropriately regulate the creation of solar photovoltaic facilities (SPVF) by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such facilities that address public safety, minimize impacts on environmental, scenic, natural and historic resources and to provide adequate financial assurance for the maintenance, repair and eventual decommissioning of such facilities.

621.2. Applicability

This Section 621 applies to all large-scale and small-scale solar photovoltaic electric facilities and modifications of existing facilities which are located in the Residential Compatibility, Planned Development, or Neighborhood Business zoning districts; however, this Section does not apply to solar photovoltaic electrical facilities in the Ground Mounted Solar Facilities Overlay District.

In instances where restrictions specific to overlay districts are also applicable, the more restrictive regulations shall apply, unless specifically called out otherwise in this Section 621.

When a proposed ground mounted solar photovoltaic facility is located in the Wetlands Protection Overlay District and would be subject to a special permit per Section 404.10 of the Zoning By-law for such use, the Planning Board will serve as the Special Permit Granting Authority, and shall weigh the criteria in Section 404, in the consideration of any special permit as may be issued under its authority as the Special Permit Granting Authority per this Section 621.

If a proposed non-accessory ground mounted solar facility is subject to a special permit from the Planning Board for Land Clearing and Grading per Section 611 of the Zoning By-law, for such use the Planning Board shall weigh the criteria of Section 611 in the consideration of its Administrative Site Plan Review, or special permit consideration if applicable, per this Section 621.

621.3. Compliance with Applicable Laws and Regulations

The construction, operation, use, maintenance, repair, modification and removal of all SPVF shall be subject to and comply with all applicable local, state and federal statutes, rules, regulations, bylaws and requirements, including, and without limitation, all Town of Duxbury General and Zoning By-laws, including those concerning design criteria, the bulk and height of buildings and structures, lot area, setbacks, open space, parking and building coverage requirements as applicable for the zoning district, whether or not specifically stated in, and in addition to, this Section 621.

621.4. Definitions

Accessory Solar Photovoltaic Facility: Solar Photovoltaic Facility with a nameplate capacity of less than 50 kWDC (kilowatts of direct current), provided that the facility is sized so that the electricity generated by the facility as measured by the Rated Nameplate Capacity is no more than 125% of the load used by the principal use on the lot, where the facility is located, and is incidental and subordinate to the principal use on the lot.

Solar Photovoltaic Facility (SPVF): shall mean and include all devices, equipment, structures and structural design features used for, as part of, or in connection with, the collection, storage, generation, and/or distribution of solar energy, and all appurtenant facilities, structures and equipment thereto.

Ground mounted SPVF: any Solar Photovoltaic Facility that is structurally mounted on the ground, is not roof mounted, or is mounted as permitted by the Planning Board.

Ground mounted Canopy SPVF: any ground mounted Solar Photovoltaic Facility that is elevated above a parking area, pool or other use incidental to the principal use on the lot as may be allowed in the zoning district.

Roof mounted SPVF: any Solar Photovoltaic Facility that is affixed to the roof of a building.

Rated Nameplate Capacity: the maximum rated output of electric power production of the photovoltaic facility in direct current (DC). Such capacity shall mean and include the aggregate capacity of all SPVF located on any lot.

#### 621.5. Use Requirements

- a. No SPVF shall be constructed without a Building Permit.
- b. Except for off-grid systems, no building or other permit or approval for an SPVF shall be issued unless the applicant has provided satisfactory evidence that the utility company has been informed of the owner or operator's intent to install the SPVF and that the utility company has agreed to interconnect the SPVF to the electric power grid.
- c. Roof-mounted Accessory SPVF in the RC, PD and NB districts, and systems or parts of a SPVF located interior to a primary or accessory structure, shall be permitted As-of-Right provided they meet the requirements of this Section 621.
- d. All Ground mounted Accessory SPVF and Ground mounted Canopy SPVF, whether Accessory or non-accessory, in the NB districts shall require Administrative Site Plan review and approval per Section 615 of the Zoning By-law, and shall also submit with the application the information requested per Section 618.5.2 Ground Mounted Solar Photovoltaic Installations Overlay District.
- e. Ground mounted SPVF are not permitted in the RC and PD districts.
- f. Ground mounted canopy SPVF are not permitted in the RC and PD districts.

#### 621.6. General, Safety and Environmental Requirements

SPVF shall be subject to the following restrictions:

- a. All SPVF shall require a sign on the SPVF that identifies the owner and operator of the SPVF and provides a 24-hour emergency contact telephone number. Said sign shall not display any advertising.
- b. Roof mounted SPVF may not protrude higher than the highest point of the roofline. The Planning Board may, by special permit, authorize a protrusion of up to six feet upon a finding by the Planning Board that the requested waiver is in the public interest and is consistent with the purpose and intent of the Town of Duxbury Zoning Bylaws. No

waiver shall be granted if the height of the structure measured to the highest point of the SPVF will exceed thirty five feet.

- c. All Ground mounted SPVF must be fenced in a manner consistent with Section 305 Barrier Requirements of the International Swimming Pool and Spa Code , to the satisfaction of the Building Commissioner to prevent injury;
- d. All Ground mounted SPVF shall not cast a shadow upon an abutting lot;
- e. All Ground mounted Canopy SPVF must be designed so that the bottom of the lowest horizontal structure is not lower than 8 feet in order to prevent injury.
- f. All Ground mounted SPVF and Ground mounted Canopy SPVF:
  - (i). May not exceed a height of twenty feet, and must provide for stormwater treatment in accordance with the Zoning Bylaw;
  - (ii). Lighting shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Where feasible, lighting shall be directed downward and shall incorporate cutoff fixtures to reduce light pollution;
  - (iii). Shall use panels that each have a similar color, reflectivity and tone, including all replacement panels; however, this requirement may be waived by the Planning Board under Administrative Site Plan Review if the Planning Board finds that this requirement is impractical for a specific installation on a case-by-case basis;
  - (iv). Shall be included in any calculation of the maximum building coverage percentage requirement if applicable, as provided in this Duxbury Zoning Bylaw; and
  - (v). Shall install utilities connections to the external electricity distribution network underground; however, this requirement may be waived by the Planning Board under Administrative Site Plan Review if the Planning Board finds that this requirement is impractical for a specific installation.
- g. Where a Ground mounted SPVF abuts a residential use or public way (excluding Ground mounted Canopy SPVF), there must be increased consideration for mitigating impacts to the residential use or public way. The Planning Board may require items such as, but not limited to, increased setbacks, visual screening such as plantings, or sound buffering as part of the Administrative Site Plan Review.

#### 621.7. Required Security

A cash security for all SPVFs in the Neighborhood Business Districts shall be required in the amount equal to 150% of the cost of site cleanup and restoration, and shall be adjusted on an annual basis to reflect the changes in the Consumer Price Index.

#### 621.8. Monitoring, Maintenance and Reporting

- a. Owner and operator shall maintain the SPVF in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, inspections, and integrity of security measures.

- b. Ground mounted SPVF access and security shall be maintained at a level acceptable to the Fire Chief and shall provide for access through a lockbox or other acceptable measure for emergency response.
- c. Annual reporting for all Ground mounted SPVF and Ground mounted Canopy SPVF shall be submitted to the Building Inspector demonstrating and certifying compliance with the Operation and Maintenance Plan, and such conditions as may be included in a special permit for such facilities. Said reporting shall include information on the maintenance completed during the year, documentation of continued liability insurance, and the amount of electricity generated by the facility. Copies of the reporting shall be submitted to the Planning Board and to any other Town permitting agencies who have issued permits for the SPVF (such as the Fire Department, Conservation Commission, or other local town authority). All annual reporting shall be submitted within 45 days of the end of the calendar year.
- d. Annual reporting for Roof mounted SPVF in the NB District shall be submitted to the Building Inspector demonstrating and certifying regular inspections as may be required, and the amount of electricity generated by the facility, on an annual basis within 45 days of the end of the calendar year.

#### 621.9. Abandonment and Decommissioning

##### a. Removal Requirements

Any SPVF which has reached the end of its useful life or has been abandoned shall be removed. The owner shall be responsible for ensuring that the SPVF is physically removed within 150 days after the date of discontinued operations. The owner or operator shall notify the Building Inspector by certified mail of the proposed date of discontinued operations and plans for removal.

Decommissioning shall consist of physical removal of all components of the SPVF, including but not limited to structures (for Ground mounted SPVF), foundations (for Ground mounted SPVF), equipment, security barriers and above-ground transmission lines, as well as associated off-site utility interconnections if no longer needed.

Disposal of all solid and hazardous waste must be in accordance with local, state and federal waste disposal regulations.

Restoration of the site to its natural pre-existing condition shall be completed within thirty days after removal of the SPVF, including stabilization or re-vegetation of the site as necessary to minimize erosion.

##### b. Enforcement by the Town.

If the owner fails to remove a Ground mounted SPVF in the NB Districts in accordance with this Section 621, the security set forth in Section 621.7 shall be forfeited to the Town, and the Town may take further enforcement action as provided in this Zoning Bylaw, including seeking injunctive relief from the courts.

**Motion carried by requisite 2/3 vote. Yes – 170; No – 25**

**ARTICLE 33 - SUBJECT: AMEND ZONING BY-LAWS – ARTICLE 400 – SECTIONS 404.6.5 AND 404.10 REGARDING UTILITIES INSTALLATION – SOLAR PHOTOVOLTAIC FACILITIES – 2/3**

**Vote Required** – Moved and seconded that the Town amend the Duxbury Zoning By-laws, Article 400, Sections 404.6.5 and 404.10, regarding Utilities Installation in order to be consistent with the new Article 600 Section 621 Solar Photovoltaic Facilities, by adding the underlined text set forth below (such markings for illustrative purposes only):

404.6 Uses Permitted by Special Permit

Upon issuance of a special permit by the Board of Appeals, and subject to such special conditions and safeguards as the Board of Appeals may impose, the following uses and structures may be permitted:

5. Utilities installation; unless said utility is a Solar Photovoltaic Facility as defined and regulated by Article 600, Section 621 of this Bylaw, in which case the Planning Board shall serve as the Special Permit Granting Authority and/or Administrative Site Plan Review board in reviewing the application consistent with Article 600, Section 621 and this Section 404.

404.10 Special Requirements for Utility Installation

Any other Bylaw or regulation to the contrary notwithstanding, no construction requiring any utility, including electric line, water line, gas line and telephone line, or waste disposal or drainage facilities shall be permitted within the Wetlands Protection Overlay District unless the Board of Appeals shall determine that all utilities are located, elevated and constructed so as to minimize or eliminate flood damage and that methods of disposal for sewage, refuse and other wastes and methods of providing drainage are adequate to reduce flood hazards and prevent pollution. For solar photovoltaic facilities as defined and regulated by Article 600, Section 621 of this Bylaw, the Planning Board shall serve as the Special Permit Granting Authority and/or Administrative Site Plan Review board in reviewing the application consistent with Article 600, Section 621 and shall make the determination required by this Section.

**Motion carried by requisite 2/3 vote. Yes – 187; No 11**

**ARTICLE 34 - SUBJECT: CONSERVATION LAND PURCHASE – SUMMER STREET - 2/3 Vote Required**

– Moved and seconded that the Town, upon recommendation of the Community Preservation Committee, authorize the Board of Selectmen to acquire by purchase, gift or eminent domain, on terms that the Board of Selectmen deems to be in the best interests of the Town, for open space, agricultural, water supply protection and passive recreation purposes, a fee simple interest in a certain parcel of land located on Summer Street, containing approximately 27.32 acres, shown on a plan of land on file at the Office of the Town Clerk, known as the De-Lorenzo Parcel, and identified as a portion of Assessor's Parcel Number 031-047-000, with the Conservation Commission having care, custody and control of said land under the provisions of M.G.L. c. 40, Section 8C, and appropriate and transfer from the Community Preservation Fund Undesignated Fund Balance the sum of **\$770,000.00** for the purposes of this Article, including any costs related thereto, and further authorize the Board of Selectmen, the Conservation Commission, and/or their designees to solicit, apply for, and accept on behalf of the Town gifts and grants under the Local Acquisitions for Natural Diversity (LAND) grant program (M.G.L. Chapter 132A, Section 11) and/or any federal or other state programs, including those in aid of the acquisition of land for the purposes stated herein, and authorize the Board of Selectmen and/or the Conservation Commission to enter into and execute any and all agreements and instruments to effectuate the foregoing acquisition, and also to enter into management agreements for up to ten years as may be necessary for the purposes of this Article on terms deemed by the Board of Selectmen and/or the Conservation Commission to be in the best interest of the Town, and, further, authorize the Board of Selectmen to grant a permanent restriction or restrictions on said land meeting the provisions of M.G.L. Chapter 184, Sections 31-33, as required under M.G.L. Chapter 44B, Section 12 (a).

**Motion carried by requisite 2/3 vote. Yes – 162; No – 42**

**ARTICLE 35 - SUBJECT: CONSERVATION LAND PURCHASE – CHURCH STREET - 2/3 Vote**

**Required** – Moved and seconded that the Town, upon recommendation of the Community Preservation Committee, authorize the Board of Selectmen to acquire by purchase, gift or eminent domain, on terms that the Board of Selectmen deems to be in the best interests of the Town, for open space, agricultural, water treatment, supply, and supply protection, and passive recreation purposes, a fee simple interest in certain parcels of land located on Church Street, containing approximately 21.61 acres in the aggregate, shown on a plan of land on file at the Office of the Town Clerk, known as the Williams Parcel, and identified as a portion of Assessor's Parcel Numbers 088-022-000 and 088-038-000, with the Conservation Commission and the Water Commissioners having the care, custody and control of said land under the provisions of M.G.L. c. 40, Section 8C (for open space and passive recreation purposes) and M.G.L. c. 40, Sections 39B and 41 (for water treatment, water supply, and water supply protection purposes), respectively, and appropriate the sum of **\$1,500,000.00** for the purposes of this Article, including any costs related thereto, and to meet this appropriation, transfer the sum of **\$900,000.00** from the Community Preservation Fund Undesignated Fund Balance, **\$200,000.00** from the Open Space Reserve, and **\$400,000.00** from the Water Enterprise Fund Retained Earnings, and further authorize the Board of Selectmen, the Conservation Commission, and/or the Water Commissioners to solicit, apply for and accept on behalf of the Town gifts and grants under the Local Acquisitions for Natural Diversity (LAND) grant program (M.G.L. Chapter 132A, Section 11) and/or any federal and/or other state programs, including those in aid of the acquisition of land for the purposes stated herein, and enter into and execute any and all agreements and instruments to effectuate the foregoing acquisition, and, further, authorize the Board of Selectmen to grant a permanent restriction or restrictions on said land meeting the provisions of M.G.L. Chapter 184, Sections 31-33, as required under M.G.L. Chapter 44B, Section 12(a).

**Motion carried by requisite 2/3 vote. Yes – 191; No - 16**

**ARTICLE 36 - CONSERVATION LAND DONATION** – Moved and seconded that the Town authorize the Board of Selectmen to acquire, by gift and/or eminent domain, a parcel of land located off Duck Hill Road, containing 20.53 acres, more or less, identified as Assessor's Parcel 105-041-000, and described in a deed recorded with the Plymouth County Registry of Deeds in Book 2527, Page 226, said property to be acquired for and dedicated to conservation and passive recreation purposes in perpetuity and under the care, custody and control of the Conservation Commission pursuant to the provisions of M.G.L. c.40 §8C.

**Motion carried. Yes – 196; No – 9**

**ARTICLE 37 - CONVEYANCE A PARCEL OF LAND LOCATED ON SUMMER STREET FROM THE DUXBURY AFFORDABLE HOUSING TRUST TO THE CONSERVATION COMMISSION -**

**2/3 Vote Required** – Moved and seconded that the Town transfer from and authorize the Duxbury Affordable Housing Trust (the "Trust") to convey a parcel of land located on Summer Street, described in a deed recorded with the Plymouth Registry of Deeds in Book 48429, Page 188, and granted to the Trust by the Town for affordable housing purposes, to the Conservation Commission under the provisions of M.G.L. c.40 §8C and to dedicate said parcel for conservation purposes in perpetuity.

**Motion carried by requisite 2/3 vote. Yes – 200; No – 7**

**ARTICLE 38 - SUBJECT: SALE OF TOWN-OWNED LAND ACQUIRED BY TAX TITLE - SOUTH RIVER LANE EAST (PARCEL #041-500-023)- 2/3 Vote Required**

– Moved and seconded to Indefinitely Postpone this article.

**Motion carried to IP. Yes – 153; No – 29**

**ARTICLE 39 - SUBJECT: TRANSFER OF TOWN-OWNED LAND ACQUIRED BY TAX TITLE TO THE TOWN OF DUXBURY AFFORDABLE HOUSING TRUST – SOUTH RIVER LANE EAST (PARCELS 041-500-024, 041-500-025, and 041-500-026) - 2/3 Vote Required**

– Moved and seconded to Indefinitely Postpone this article.

**Motion carried to IP. Yes – 166; No – 23**

**ARTICLE 40 - CPC: OPERATING FUND** – Moved and seconded that the Town, upon recommendation of the Community Preservation Committee, appropriate the sum of **\$30,330.00** from the Community Preservation Act Fund FY2019 anticipated revenues for the purpose of meeting the requirements of the Community Preservation Act, in accordance with M.G.L. Chapter 44B, such sum of money as it determines necessary for the administrative expenses and charges for operation of the Community Preservation Committee, all for the Fiscal Year beginning July 1, 2018 and ending June 30, 2019 inclusive, said funds to be expended under the direction of the Town Manager.

**Motion carried. Yes – 147; No - 15**

**ARTICLE 41 - CPC: ALLOCATIONS** – Moved and seconded that the Town, upon recommendation of the Community Preservation Committee, appropriate the sum of **\$181,134.00** from the Community Preservation Act Fund FY2019 anticipated revenues for the purpose of meeting the requirements of the Community Preservation Act, M.G.L., Chapter 44B, Section 6, with **\$60,378.00** of said amount reserved for Open Space, **\$60,378.00** of said amount reserved for Community Housing (Affordable), and **\$60,378.00** of said amount reserved for Historic Resources (Preservation).

**Motion carried. Yes – 159; No - 14**

**ARTICLE 42 - CPC: TOWN CLERK RECORDS PRESERVATION** – Moved and seconded that the Town, upon recommendation of the Community Preservation Committee, appropriate a sum of **\$25,000.00** from the Historic Resources Reserve of the Community Preservation Fund to be utilized to pay for the preservation of permanent records, to be expended under the direction of the Town Clerk.

**Motion carried. Yes – 148; No – 9**

**ARTICLE 43 – CPC: CONSTRUCTION OF BALL FIELD DUGOUTS AT KEENE STREET PLAYGROUND** – Moved and seconded that the Town, upon recommendation of the Community Preservation Committee, appropriate a sum of **\$88,000.00** from the Open Space Reserve of the Community Preservation Fund to fund the construction of dugout structures at the Keene Street Ball Fields, to be expended under the direction of the Town Manager.

**Motion carried. Yes – 143; No - 24**

**ARTICLE 44 - DECOMMISSIONING RADIOLOGICAL CLEANUP STANDARD** – Moved and seconded that the Town authorize the Board of Selectmen to request that the Secretary of Health and Human Services direct the Massachusetts Department of Public Health to establish a radiological cleanup standard for decommissioned commercial nuclear reactor sites that is more conservative than the federal standard. The allowed residual radioactivity, distinguishable from background radiation, including radioactivity from groundwater, should be as low as technologically feasible; in no event more than 10 millirems per year. The residual radioactivity, distinguishable from background radiation, in groundwater sources of drinking water should not be more than 4 millirems per year. This standard should apply to a decommissioned commercial reactor irrespective of whether the reactor site is released for unrestricted or restricted use. Residual radiation will leak offsite, and it is impossible to predict how the site might be used in the future. The Clerk of Duxbury shall forward the text of this Article to Secretary of Health and Human Services, Mary Lou Sutters and the Commissioner of Public Health, Monica Bharel, so that the intent of the Citizens of Duxbury is widely known.

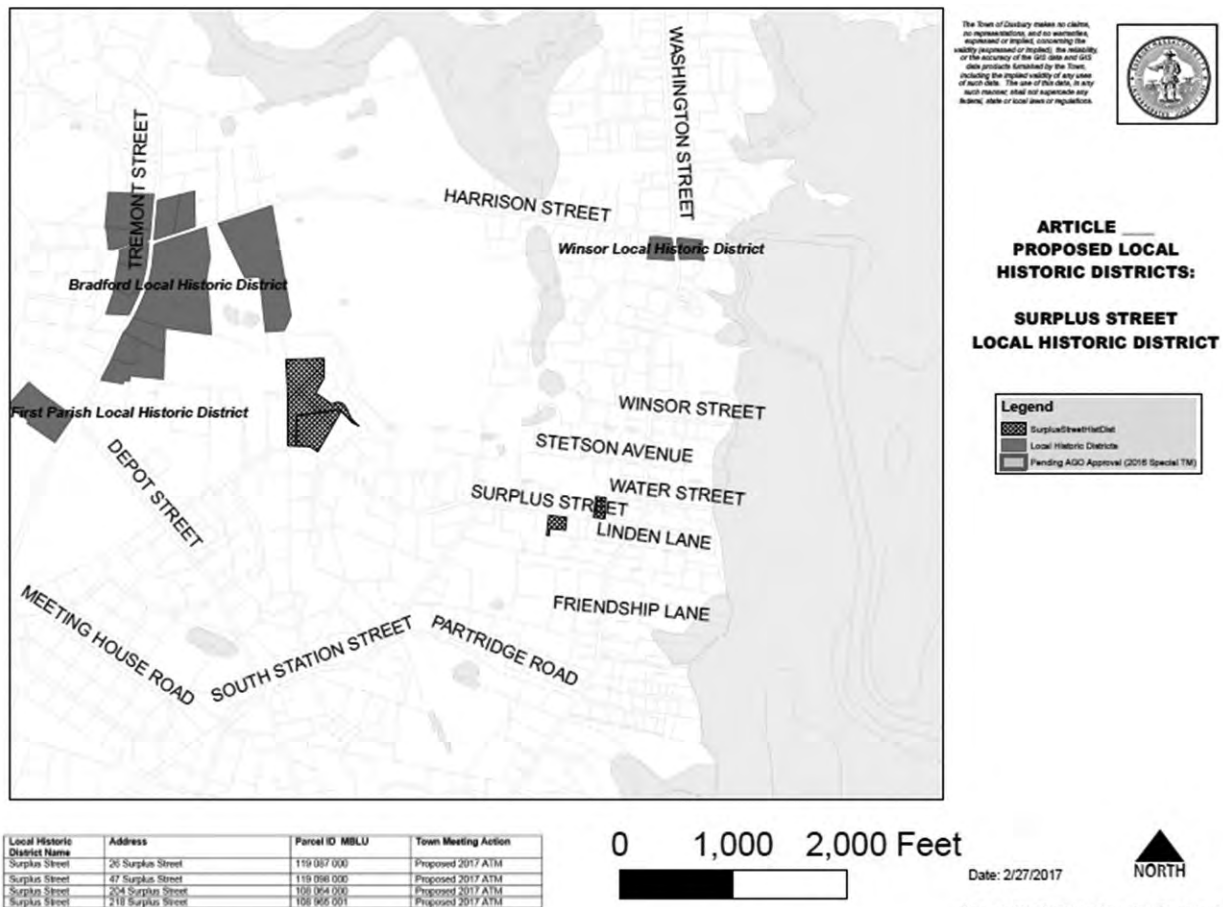
**Motion carried. Yes – 161; No – 6**

**ARTICLE 45 - SUBJECT: PROPOSED NEW LOCAL HISTORIC DISTRICTS - 2/3 Vote Required –**

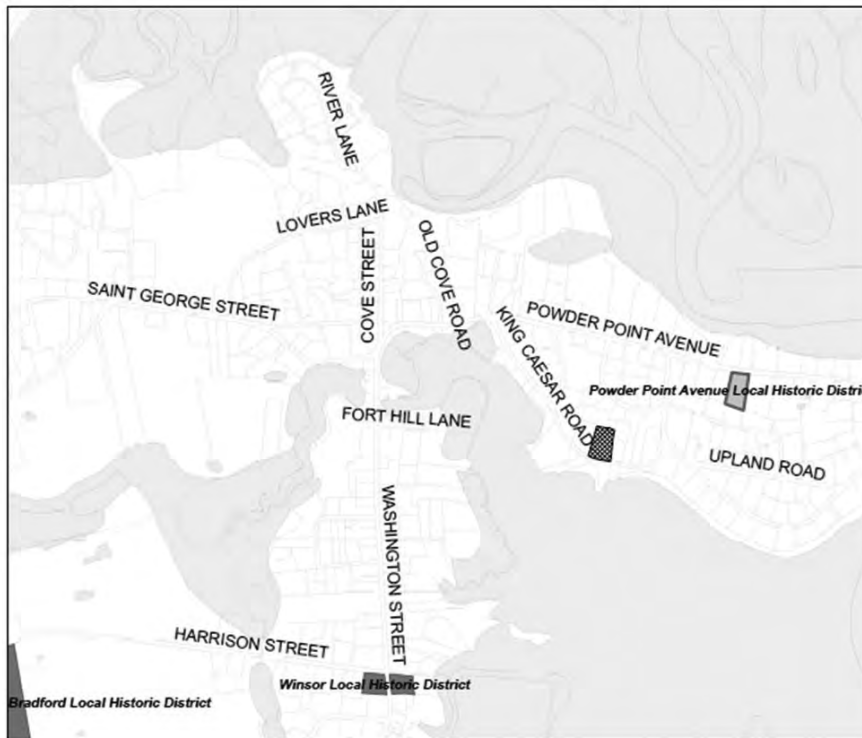
Moved and seconded that the Town create new local historic districts to be administrated through the Duxbury General By-law, Chapter 12, and to update the Official Local Historic District Map of the Town of Duxbury, to include the new Local Historic Districts as follows:

	Proposed Local Historic District Name	Address	Owner	Parcel ID MBLU
1	Surplus Street	26 Surplus Street	David P Corey & Xandra O Breakfield	119 087 000
2	Surplus Street	47 Surplus Street	David P Corey & Xandra O Breakfield	119 098 000
3	Surplus Street	218 Surplus Street	Allen C & Joanne I Lahey	108 965 001
4	Washington Street	259 and 265 Washington Street	Maarten & Mavis Hemsley	120 177 001
5	Washington Street	338 Washington Street	William P Rice	119 083 000
6	King Caesar	120 King Caesar Road	Duxbury Rural & Historic Society Inc.	134 404 095

Motion carried. Yes – 141; No - 7



26 Surplus St, 47 Surplus St, 218 Surplus St



Proposed Local Historic District Name	Address	Owner	Parcel ID MBU
King Caesar Road	120 King Caesar Road	Duxbury Rural & Historic Society Inc.	134-004-065

0 1,000 2,000 Feet

Date: 12/20/2016



Prepared by Duxbury Planning Department

The Town of Duxbury makes no claim, no representation, and no warranty, expressed or implied, concerning the validity, accuracy, or reliability of the data presented or the accuracy of the map data and GIS data products furnished by the Town, including the implied validity of any use of such data. The use of this data in any such manner, shall not supersede any finding, state or local laws or regulations.



# **ARTICLE —** **PROPOSED LOCAL** **HISTORIC DISTRICTS:**

## **KING CAESAR ROAD** **LOCAL HISTORIC DISTRICT**

Legend
King Caesar Road Local Historic District
Local Historic District
Pending AGO Approval (2016 Special TM)

## **120 King Caesar Rd**



Proposed Local Historic District Name	Address	Owner	Parcel ID MBU
Washington Street	258 and 265 Washington Street	Moran & Morris Holdings	120 177 001
Washington Street	291 Washington Street	Moran & Morris Holdings	120 172 000
Washington Street	338 Washington Street	Stetson Family Trust	119 083 000

0 500 1,000 Feet

Date: 12/20/2016



Prepared by Duxbury Planning Department

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# **ARTICLE —** **PROPOSED LOCAL** **HISTORIC DISTRICTS:**

## **WASHINGTON STREET** **LOCAL HISTORIC DISTRICT**

Legend
Washington Street Local Historic District
Local Historic District
Pending AGO Approval (2016 Special TM)

## **259 & 265 Washington St, 338 Washington St**

**ARTICLE 46 - AMEND ZONING BY-LAWS – ARTICLE 600 – DEMOLITION OF HISTORICALLY SIGNIFICANT BUILDINGS – 609.2 DEFINITIONS - 2/3 Vote Required** - Moved and seconded that the Town amend the Duxbury Zoning By-laws Section 609.2 entitled “Definitions” to read as shown by underlining for additions and interlineation for deletions (such markings for illustrative purposes only), as follows:

609.2 Definitions

Demolition

The intentional act of pulling down, destroying, removing, or razing a building or structure or commencing the work of total or substantial destruction with intent of completing same.

Regulated Buildings or Structures

The provisions of this Bylaw shall apply only to buildings or structures which in whole or in part were built seventy-five (75) years or more prior to the date of the application for a demolition permit and are:

- a) Listed or eligible to be listed on the National Register of Historic Places, or on the State Register of Historic Places; or
- b) Associated with one or more historic persons or events, or with broad architectural, cultural, economic, political or social history of the Town; or
- c) Historically or architecturally significant in terms of period style, method of building construction or association with a significant architect or builder either by itself or as part of a group of buildings.

A decision by the Commission is made in relation to the party filing the application only, is nontransferable, and expires two years from the date of the decision. If demolition has not occurred prior to the expiration of the decision, a new application for a demolition permit must be filed prior to any subsequent demolition.

A motion was made and seconded to amend the motion by deleting the following words from the last paragraph of the proposed section: “is made in relation to the party filing the application only, is non-transferable, and”.

Motion to amend was carried by a simple majority. Yes – 97; No – 45

A motion was made and seconded to amend the amended motion to change the number of years from seventy-five (75) to one hundred (100). The Moderator did not allow the amendment as it is not within the scope of the article as presented at Town Meeting.

A motion was made and seconded to amend the amended motion by adding the following language to the last paragraph: “A decision by the Commission shall be transferrable to subsequent owners”.

Motion to amend was carried by a simple majority. Yes – 70; No – 48

A motion was made and seconded to Indefinitely Postpone the Article. Motion carried to IP. Yes – 85; No – 26

**ARTICLE 47 - AMEND ZONING BY-LAWS – ARTICLE 600 – DEMOLITION OF HISTORICALLY SIGNIFICANT BUILDINGS – 609.3 PROCEDURES - 2/3 Vote Required** - Moved and seconded to Indefinitely Postpone this article.

Motion to IP carried by simple majority. Yes – 68; No – 54

**The Annual Town Meeting was adjourned sine die at 11:19pm on Monday, March 12, 2017.**

I hereby certify the minutes of the meeting and the methods of achieving them were voted at the Annual Town Meeting.

Respectfully submitted,  
Susan C. Kelley  
Duxbury Town Clerk

**Certification of Funds:**

Appropriation:	\$ 86,988,104
Tax Levy:	\$ 76,629,501
Free Cash:	\$ 1,026,124
Other Available Funds	\$ 6,756,729
Borrowing	\$ 2,575,750

**Attendees:**

**Saturday, March 10**

**727**

**Monday, March 12**

**233**

**Special Town Meeting  
Saturday, March 10, 2018  
Performing Arts Center  
73 Alden Street  
Duxbury, Massachusetts**

The Special Town Meeting was called after the opening and recessing of the Annual Town Meeting on Saturday, March 10, 2018 in the Performing Arts Center at 73 Alden Street, Duxbury. The Special Town Meeting was called to order at 9:31am and was adjourned sine die at 10:21am.

**ARTICLE 1 - SUPPLEMENTAL APPROPRIATIONS** – Moved and seconded that the Town appropriate by transfer from available funds sums of money to supplement appropriations previously voted under Article 5 of the Annual Town Meeting of March 11, 2017 for the Fiscal Year beginning July 1, 2017 for line items in the budgets of various Town Departments as follows:

Item #	Department	Budget	Adjustment	Revised FY18 Budget	Funding Source
1	423 – Snow & Ice Removal – Personal Services	\$63,650	\$50,000	\$113,650	Free Cash
2	423 – Snow & Ice Removal – Other Expenses	\$115,000	\$150,000	\$265,000	Free Cash
3	914 – Health Insurance Appropriation	\$7,210,000	\$300,000	\$7,510,000	Free Cash
4	911 – Pension Assessment	\$3,288,800	\$125,000	\$3,413,800	710 – LTD Prn - \$125,000
5	450 – Water Pension Assessment	\$116,429	\$12,000	\$128,429	Retained Earnings - \$12,000
6	135 – Accounting – Personal Services	\$358,323	\$6,270	\$364,593	Free Cash
7	155 – IT – Other Expenses	\$296,900	\$28,760	\$325,660	Free Cash
8	421 – Vehicle Maint – Other Expenses	\$147,100	\$30,000	\$177,100	418 – Fuel Depot
9	241 – Municipal Services – Engineering Expenses	\$104,850	\$265,000	\$369,850	Free Cash
10	151 – Legal Services	\$275,000	\$35,000	\$310,000	Free Cash
11	220 – Fire Dept Salaries (Storm)	\$2,694,790	\$25,000	\$2,719,790	Free Cash
12	210 – Police Dept Salaries (Storm)	\$3,119,217	\$25,000	\$3,144,217	Free Cash
13	440 – Sewer Expenses (Storm)	\$238,100	\$15,000	\$253,100	Free Cash
14	422 – DPW Highway Salaries (Storm)	\$492,256	\$3,400	\$495,656	Free Cash
15	422 - DPW Highway Exp. (Storm)	\$72,800	\$86,200	\$159,000	Free Cash
16	294 – Lands & Natural Resources Salaries (Storm)	\$470,478	\$6,000	\$476,478	Free Cash
17	294 – Lands & Natural Resources Expenses (Storm)	\$51,500	\$25,000	\$76,500	Free Cash
	<b>TOTAL ADJUSTMENT</b>		<b>\$1,187,630</b>		

**Motion carried. Yes – 175; No – 13**

**ARTICLE 2 - UNPAID BILLS - 9/10 VOTE REQUIRED** – Moved and seconded that the Town appropriate the sum of **\$5,279.56** to pay the following unpaid bills of previous fiscal years and to meet said appropriation, transfer the sums as follows:

Line #	Vendor	Department	Amount	Funding Source
1	Jannell Ford	Vehicle Maintenance	\$173.49	Free Cash
2	Lowes	Water	\$134.13	Retained Earnings
3	Eversource	Water	\$4,971.94	Retained Earnings

**Motion carried by requisite 9/10 vote. Yes – 191; No - 1**

**ARTICLE 3 - FUND COLLECTIVE BARGAINING AGREEMENTS** – Moved and seconded to indefinitely postpone this article.

**Motion carried. Yes – 171; No - 6**

**ARTICLE 4 - REPLACE HARBORMASTER PICKUP TRUCK** – Moved and seconded that the Town appropriate **\$41,520.00** to purchase and equip a replacement pickup truck for the Harbormaster Department and to meet said appropriation, transfer the sums of **\$26,865.50** from Waterways Improvement Fund and **\$14,654.50** from insurance recovery funds.

**Motion carried. Yes – 166; No - 37**

**ARTICLE 5 - POWDER POINT BRIDGE CAPITAL PROJECT FUNDING** – Moved and seconded that the Town appropriate the sum of **\$7,200.00** to the Powder Point Bridge Capital Project Fund, and to meet said appropriation, transfer the sum of **\$7,200.00** from Free Cash.

**Motion carried. Yes – 192; No – 16**

**ARTICLE 6 - MS/HS CAPITAL PROJECT FUNDING** – Moved and seconded that the Town appropriate the sum of **\$249,291.21** to the MS/HS Capital Project Fund, and to meet said appropriation, transfer the sum of **\$249,291.21** from Free Cash.

**A motion was made and seconded to reduce the amount by \$150,000.00 to \$99,291.21.**

**Motion to amend the main motion failed. Yes – 111; No – 148**

**Voting the Main Motion as presented – Motion carried. Yes – 207; No – 56**

**ARTICLE 7 - SPECIAL EDUCATION RESERVE FUND** – Moved and seconded that the Town appropriate the sum of **\$131,930.00** to the Special Education Reserve Fund, and to meet said appropriation, transfer the sum of **\$131,930.00** from Free Cash, such funds to be expended under the direction of the School Committee.

**Motion carried. Yes – 239; No - 22**

**ARTICLE 8 - PENSION RESERVE FUND** – Moved and seconded that the Town appropriate the sum of **\$60,000.00** to the Pension Reserve Fund, and to meet said appropriation, transfer the sum of **\$60,000.00** from Free Cash to such fund.

**Motion carried. Yes – 205; No – 34**

**ARTICLE 9 - OTHER POST EMPLOYMENT BENEFITS (OPEB)** – Moved and seconded that the Town appropriate the sum of **\$300,000.00** to the Other Post-Employment Benefits Trust Fund (OPEB), and to meet said appropriation, transfer the sum of **\$300,000.00** from Free Cash to such fund.

**Motion carried. Yes – 198; No – 37**

**ARTICLE 10 - STABILIZATION FUND** – Moved and seconded that the Town appropriate the sum of **\$50,000.00** to the Stabilization Fund, and to meet said appropriation, transfer the sum of **\$50,000.00** from Free Cash to such fund.

**Motion carried. Yes – 222; No – 19**

**ARTICLE 11 - ACCRUED LIABILITIES AND COMPENSATED ABSENCES FUND** – Moved and seconded that the Town appropriate the sum of **\$75,000.00** to the Accrued Liabilities and Compensated Absences Fund, and to meet said appropriation, transfer **\$75,000.00** from Free Cash to such fund, to be expended under the direction of the Town Manager.

**Motion carried. Yes – 186; No – 34**

I hereby certify the minutes of the meeting and the methods of achieving them were voted at the Special Town Meeting held within the Annual Town Meeting on March 10, 2018 from 9:31am until adjournment sine die at 10:21am.

Respectfully submitted,

Susan C. Kelley  
Duxbury Town Clerk

Certification of Funds:

Appropriation	\$ 2,107,851
Transfer from Free Cash	\$ 1,894,225
Transfer from Other Funds	\$ 213,626

# ANNUAL TOWN ELECTION

March 24, 2018

Town of Duxbury

130 St. George Street

## OFFICIAL RESULTS

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Total
<b>Selectman</b>							
Blanks	4	1	0	3	2	1	11
David J. Madigan	43	54	33	28	36	35	229
Write-in	2	5	5	4	0	0	16
<b>Total</b>	49	60	38	35	38	36	256
<b>Assessor</b>							
Blanks	5	4	5	2	4	4	24
Linda M. Collari	43	55	33	32	34	32	229
Write-in	1	1	0	1	0	0	3
<b>Total</b>	49	60	38	35	38	36	256
<b>Moderator</b>							
Blanks	5	3	5	5	1	2	21
John J. Tuffy	43	56	33	30	37	34	233
Write-in	1	1	0	0	0	0	2
<b>Total</b>	49	60	38	35	38	36	256
<b>School Committee</b>							
Blanks	5	5	3	3	3	3	22
Peter A. Quigley	43	54	34	32	35	33	231
Write-in	1	1	1	0	0	0	3
<b>Total</b>	49	60	38	35	38	36	256
<b>Planning Board (Vote 2)</b>							
Blanks	9	11	9	4	8	7	48
Cynthia Ladd Fiorini	44	54	33	34	33	31	229
Brian E. Glennon, II	43	54	32	32	35	34	230
Write-in	2	1	2	0	0	0	5
<b>Total</b>	98	120	76	70	76	72	512
<b>Library Trustees (Vote 2)</b>							
Blanks	12	8	7	7	4	6	44
Cristin M. Mitchell	43	54	33	32	35	33	230
Leah Marie Petro	43	57	34	31	37	33	235
Write-in	0	1	2	0	0	0	3
<b>Total</b>	98	120	76	70	76	72	512

*Annual Town Election results - continued*

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Total
<b>Housing Authority (5 yrs)</b>							
Blanks	4	4	3	5	2	5	23
Stephen Flynn McCarthy, Sr.	44	56	33	30	35	31	229
Write-in	1	0	2	0	1	0	4
<b>Total</b>	49	60	38	35	38	36	256

I hereby certify the results of the Town Election held on March 24, 2018 at the Lt. Timothy Steele Building from 8am - 8pm

Respectfully submitted,  
Susan C. Kelley  
Duxbury Town Clerk

# Finance



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Assessing Department  
Finance Committee  
Finance Director  
Fiscal Advisory Committee  
Human Resources  
Town Accountant  
*(Including financial reports)*  
Treasurer/Collector  
Trust Funds

## Assessing Department

Fiscal Year 2018 was an Interim Revaluation year for the Town. This consists of a review of sales occurring during calendar year 2016. Overall the average residential single family property increased in value by 6.30%. Within individual neighborhoods there were assessed value fluctuations ranging from -1.38% to 20.24%. After analysis of the all the data from the Director of Assessing Steve Dunn the Board reviewed the information and received approval from the Department of Revenue Bureau of Accounts for the FY2018 tax rate of \$15.16. The process was completed in time for the tax bills to be issued on schedule as in prior years.

At this year's Annual Town Election in March, Linda M. Collari was elected to her fifth term on the Board of Assessors. Linda was first elected to the Board in March of 2006

The Board continued a Payment In Lieu of Taxes initiative under which the Town's non-profit tax exempt properties were solicited to make a financial contribution to support such Town services such as police and fire protection and DPW services. A total of \$8,250 was received under this program.

Jeff Funk continued cyclical inspections. Much of his work during FY 2018 concentrated in Area 9 of the Town. Cyclical inspections are completed on an annual basis within one of the nine different inspection sections of Town. Completing this process in-house by an employee of the Town helps the Department to maintain a consistent database and stay within DOR compliance.

The new growth for FY 2018 was \$845,923, a 5.62% decrease over the prior year's figure.

### Notable Assessment Statistics

<u>Assessment Data</u>	<u>FY 2018</u>		<u>FY 2017</u>
Taxable Real Estate	\$3,939,347,771	6.62%	\$3,694,835,449
Personal Property	\$58,670,190	10.97%	\$52,872,380
Total Real and Personal	\$3,998,017,961	6.68%	\$3,747,707,829
Average Single Family Assessment	\$680,200	6.30%	\$639,900

In closing, we want to thank the dedicated staff of the Assessors' Office, Trudi Boc, Donna Sladen, Jeff Funk & Steve Dunn for their hard work and great customer service.

Respectfully submitted,

Board of Assessors

James G. MacNab, Chairman; Nancy D. Reed, Vice Chairman; Linda M. Collari, Clerk



## Finance Committee

The account that is crafted for the annual report covers a period that coincides with the fiscal year, namely July 1, 2017-June 30, 2018. Your faithful servant, the Finance Committee Chair, writes this report usually in the early winter or half way through the following year. It is a struggle not too appear too clairvoyant as we discuss the previous year or fall prey to including a “spoiler alert”.

As I read previous reports, I sense a belief that we may need to defer some “nice to haves” until a later date, but that we are making it work and providing for the community to everyone’s satisfaction. That belief was challenged at FY19’s Town Meeting held in March of 2018. Groups of citizens stood up and voiced their displeasure with school funding, repair of seawalls and growth of services. Those of us that make a habit of listening to the undercurrent that Town Meeting provides were caught “flatfooted” and some decisions were made that were completely out of character for our fiscally conservative town. Motions were made to spend up to the tax levy limit leaving us in a precarious position to handle the storms to come. The storms did come after town meeting and we were faced with emergency repairs with little or no reserves. This does not belittle the request for services that were voted during the Annual Town Meeting, but rather point to how thin the line is between getting by and going under. (More on that in next year’s report)

After the bruised feelings and surprise subsided, we decided to renew our efforts to explain our process and limitations and planned some joint meetings to dispel any illusions that there is a “pot of gold” to fix all. Change is slow and trust is earned. Your boards and committees have renewed their efforts to work together and try and hear differing points of view without rancor or judgement.

The next steps will no doubt be a community wide debate on what is an acceptable level of service. Are our schools, public safety, environment and all things Duxbury up to snuff? Are we willing to spend more to reach expanding goals or do we need to make do with less? You have an extraordinary team at Town Hall and the Schools, they dream big and want to provide the very best for you and your neighbors. At the end of the day we need to come together and decide what that entails and the sacrifice we are willing to make to achieve these goals. (or not) This is your cliffhanger...you will need to read next year’s report to see what happens.

Respectfully submitted,

Betsy Sullivan, Chair

## Finance Director

The Finance Director is responsible for the coordination of all financial activities of the Town. The Department of Finance is composed of Accounting, Assessing, and Treasury & Collections. Within the Department are responsibilities that include but are not limited to budget management, revenue and expenditure management, payroll and vendor warrant payments, tax issuance and collections, and land valuations. The Department also works closely with Procurement and Human Resources as well as an integral part in the oversight of the Town's Health Insurance operations.

It is a pleasure to be the Town of Duxbury's new Finance Director. My predecessor has provided me with a fiscally sound basis with which to begin my tenure here and I know he will be missed. I have been greeted by a lot of friendly people here in my initial six months, all with a vibrant pride in their community. Unfortunately, I had one not so friendly greeting in March from mother nature that has cast a shadow on the Town of Duxbury finances for years to come.

Fiscal year 2018 has brought some new challenges to Duxbury. Relatively unscathed from previous storms our 4100 linear foot seawall is the latest of the towns issues with infrastructure repairs. Coupled with the Powder Point bridge and the DPW Facility the town needs to once again plan on some major projects.

Along with these capital projects we need to deal with a relatively flat revenue stream at a time when the cost of providing services to the residents of Duxbury continues to increase.

### **STATE AID:**

Chapter 70 revenues increased by a mere 1.81%; down by 1.71% from 2017, while Undesignated Governmental Aid increased by 3.9%; down by 0.4% from 2017. Over the past three years Local Aid has shown an average annual increase of 1.82% and 2.38% over a five-year period.

Local Assessments actually decreased by 3.91% after increasing 14.97% the previous year. Over the past three years there has been an average annual decrease of 1.1%, and a 7.7% increase over a five-year period. These increases have been the result of astonishing fluctuations in Charter School Assessments, this year the assessment decreased by 21.58% over FY 2017.

### **LOCAL RECEIPTS:**

Overall local receipts increased by 6.71%. The major drivers for this increase was a full year of meals tax revenue, 50.08% over prior year, Ambulance/Medicare revenue, 18.32%, and Motor Vehicle Excise Tax revenue rebounded in 2018 with a 3.83% increase. Over a five-year period however, local revenues have increased less than 4.28% annually.

### **OPERATING BUDGET:**

The FY 2018 original operating budget, totaling \$73,880,142 represents an increase of just over 2.5% over the revised FY 2017 budget. Debt service remained relatively unchanged while immediate capital spending rose almost 3.75%.

### **2018 AND BEYOND:**

At the STM in March of 2018 the Town had to spend an additional \$300K to make up for an understated health insurance budget due to the prior year's poor claims. In addition, another \$300K was spent on engineering and litigation costs for the Powder Point Bridge as a result of the deterioration of the fiber reinforced polymer (FRP) wraps used on the bridge. The previously mentioned effect by mother nature caused us to delay paying off some debt and redirect \$185,600 to stabilize our seawall, pay for additional emergency services, and clean up while utilizing another \$200K to pay for our snow and ice deficit.

Despite those costs the Town was still able to place \$185K in reserves and pay down the remainder of the School Construction project in the amount of \$256,491. As of June 30<sup>th</sup> the balance in the Stabilization fund stood at \$3,736,025 up from \$3,598,398 the previous year. The balance in our Stabilization represents 5.93% of General Fund Operating Expenditures; in compliance with our fiscal policy goal of between 5%-10%.

As fiscal year 2018 came to a close, the Town used its AAA bond rating to borrow \$4.85M in a public offering 9-Month Bond Anticipation Note to begin construction on the Senior Center Expansion and prepare for a Long-term issue in April of 2019 that will also include Water Mains, Captain Hill Water tank rehabilitation and our newest Fire Pumper.

Subsequent events relating to 2018 brought us to a September Special Town Meeting to transfer from our Stabilization fund; \$160K for deficit spending as a result of the March storms, \$65K for additional temporary repairs to the sea wall, and another \$380K for the purpose of funding a Collective Bargaining agreement with the Duxbury Police Union for the fiscal years commencing on July 1, 2016 and ending June 30, 2019.

I would like to thank my staff; Jill Stewart (Treasurer/Collector), Stephen Dunn (Director of Assessing), and Claudette Coutu (Town Accountant) for their helping to make my transition seamless. I have been blessed with a fantastic group of managers in the Finance Department. Together we will ensure that the towns fiscal health is always in good health.

Respectfully submitted,  
John Q. Adams, Finance Director

## Fiscal Advisory Committee

The Fiscal Advisory Committee consists of nine members appointed by the Moderator. Our primary objective is to review the capital requests made by the various Town Departments. The items we review and discuss include the capital needs of the Public Safety departments, General Government items, Facilities Management, Public Works, School Department and Water Enterprise fund requests.

The definition of a capital project for our purposes are any item or tangible asset with an estimated useful life of five (5) years or more and a cost of \$25,000 or more. Examples of these items are as follows:

- New public buildings, or additions to existing buildings, including land acquisition costs and equipment needed to furnish the new building or addition for the first time
- Alterations, renovations, or improvements to existing buildings that extend the useful life of the existing buildings by at least 10 years
- Land acquisition and/or improvement, unrelated to a public building, but necessary for conservation or park and recreation purposes
- Equipment acquisition, replacement or refurbishment, including but not limited to vehicles, furnishings and information technology systems hardware or software or other items that combined in purpose together make it a Capital Project
- New construction or major improvements to Town's physical infrastructure, including streets, sidewalks, storm water drains, the water distribution system and the sanitary sewer systems
- Infrastructure improvements must extend the useful life of the infrastructure by at least ten (10) years to be classified as a capital improvement

Generally speaking, projects that affect the health or safety of citizens or employees receives priority.

In addition to these responsibilities, we update and readopt annually a five-year capital improvement plan, including the upcoming annual capital improvement budget and a five year projection of capital needs and expenditures which details the estimate costs, description and anticipated funding sources for capital project. This report is given at the Town Meeting.

During the summer we are often asked to review any fee requests proposed by the Town Manager. The fee decisions are based on need and all efforts are made to compare and contrast the fee requests to neighboring towns.

Respectfully submitted,

Nancy S. von Stackelberg, Chair

James Lampert

Alex Chin

Karen Barry

David Matthews

Candace Martin

BethAnn Halligan

Emily Decker

Frank Holden

# Human Resources

This Department is staffed by: Human Resources Director - Jeannie Horne, Human Resources Assistant - Erin Carpenter, and Benefits Specialist - Phylis Hughes. Our work serves approximately 600 town employees, 460 school employees, and more than 600 combined retirees. This department provides compliance with, and interpretation of, the Town's Personnel Bylaws, collective bargaining contracts, employee policies and procedures, recruitment and selection, orientation and administration of benefit plans, legal compliance, training, employee relations, compensation, risk management and labor relations.

## **Policies and Procedures**

The Human Resources Department works with the Town Manager, Labor Counsel, Personnel Board, and Board of Selectmen to review policy and recommend revisions as necessary.

## **Recruitment, Selection and Retention**

The Town's talented and dedicated employees continually provide excellent service and subject matter expertise to the citizens of Duxbury. This department assists all Town departments with policy interpretation, hiring, performance, employee separation and retirement.

## **Benefit Administration**

This department administers employee benefits for all active and retired Town and School employees. We provide related communication and education, prepare required government reports, participate in audits, and manage annual enrollment and benefit fairs for health, dental, life, accident, critical illness, cancer, disability and pet insurance, as well as medical and dependent flexible spending accounts. Our self-insured health plans are carefully managed in partnership with our Insurance Committee.

## **Labor Relations**

The Human Resources Director interprets and administers the terms of collective bargaining agreements, individual employment contracts, and acts as liaison for Labor Counsel and union representatives. This position also provides research and comparability studies to the Board of Selectman, Personnel Board, Town Manager, Finance Director, Labor Counsel and management team.

## **Compensation and Performance**

The Human Resources Department, Town Manager, Finance Director and Personnel Board work together to manage the total compensation, annual performance evaluation and merit award processes to provide equitable and frequent opportunities for dialog about employee expectations and performance.

## **Risk Management**

Employee well-being remains an operational and strategic priority. The Risk Management Committee ensures that the Town and School's control measures create a safe work environment. This Committee, comprised of the Human Resources Director, Human Resources Assistant, Executive Assistant to the Town Manager, Facilities Director and School Human Resources Director and representatives from every Department. We meet quarterly with our workers compensation, general liability, property, and automobile insurance Loss Control Manager from Massachusetts Inter-local Insurance Association (MIIA).

Again, we participated in the “MIIA Rewards” program, and thanks to our combined efforts the Town of Duxbury received a \$46,521 credit towards our overall premium costs due to our improved risk management procedures during FY18. We thank our supervisors and employees for helping us obtain this significant credit by making timely reports of losses, participating in the Risk Management Committee, using best practices, and taking full advantage of our training opportunities. In addition, the Town and Schools received MIIA’s Innovation Award for implementing new human resources information systems designed to target and reduce professional liability risk by standardizing and automating manual, repetitive and required human resources transactions while concurrently helping to ensure regulatory compliance. This initiative also included the delivery of updated civility, professional conduct and ant- harassment training for all employees, supervisors and Board/committee members.

The Town’s risk exposure is further limited by; Injured on Duty insurance (for Fire, Harbormaster and Police employees), our occupational health providers ‘Health Express’ and BID-Plymouth, abundant training opportunities, safety related equipment and programs funded through related grants.

### **Training**

Whenever possible we utilize in-house or no-cost training resources available through MIIA and AllOne Health, our Employee Assistance Provider (EAP). Through these partnerships, we continued to offer ‘cluster’ trainings to include surrounding municipal employers and our own employees. These trainings target specific areas of concern and loss experience.

### **Wellness Activities**

The Town continues to encourage good health, better lifestyle awareness, and greater physical fitness for employees. We continue to see an increase in the number of employees participating in a variety of fitness offerings and fitness reimbursement for our Blue Cross Blue Shield subscribers.

We are proud to work for the Town of Duxbury employees and citizens. Our jobs are always rewarding, challenging, and enjoyable, thanks to these interactions. Your friendship, support, and humor, are always appreciated.

Respectfully submitted,

Jeannie Horne, Human Resources Director  
Erin Carpenter, Human Resources Assistant  
Phylis Hughes, Benefits Coordinator

*At MIIA’s annual meeting luncheon in January of 2018, the Town of Duxbury received MIIA’s Innovation Award for implementing new practices and policies.*

*Pictured are MIIA representatives along with Gerry Panuczak, HR Director-Duxbury Public Schools; Nancy O’Connor, Executive Assistant to the Town Manager; Erin Carpenter, HR Assistant; and Jeannie Horne, HR Director.*



## **Town Accountant**

The Department of Revenue has certified the 2018 General Fund Free Cash in the amount of \$2,808,343, and the Water Enterprise Fund Retained Earnings in the amount of \$2,680,589.

The Town prepared and submitted, for the thirteenth year, The Comprehensive Annual Financial Report for Fiscal Year ended June 30, 2017 and received the Certificate of Achievement for Excellence in Financial Reporting. This achievement is accomplished with the cooperative efforts of the employees in the Assessors' office, the Treasurer/Collector's office, and the Accounting and Finance department with assistance from our auditors, Powers and Sullivan. The audit for Fiscal Year 2018 has been completed and the Comprehensive Annual Financial Report (CAFR) has been submitted to the Government Finance Officers Association (GFOA).

General Fund revenues came in approximately \$1,915,956 more than budgeted for the fiscal year ending June 30, 2018. State aid to the Town increased slightly from budgeted by \$8,372 while Motor Vehicle Excise taxes came in \$617,161 more than budgeted, as well as an increase of \$406,359 in licenses and permits. General Fund expenditures came in approximately \$904,612 less than budgeted. Some of the budgets that returned unexpended funds which attributed to this surplus were, Legal Services for \$138,101, Human Resources for \$27,379, the Police Department for \$46,680, the Fire Department for \$16,996, Inspectional Services for \$186,037, the School Department for \$163,504, Cemetery Department for \$34,000, Veterans' Services for \$34,044, Library returned \$42,060, Workers Compensation insurance attributed \$43,514, to the surplus.

The Town, for the ninth year has balanced the operating budget presented to town meeting without the use of free cash. From year to year we face an uncertainty in the level of funding that will be provided to the Town from the State. The Town continues to strive to provide the level of services that have existed in the past.

Respectfully submitted,

Claudette Coutu  
Town Accountant

Town of Duxbury  
Combined Balance Sheet  
June 30, 2018

Account Title	General Fund	Special Revenue	Capital Projects	Water Enterprise	Pool Enterprise	Trust and Agency	Long-Term Debt Group	Total
Cash - Unrestricted Checking	\$ 15,462,822	\$ 9,787,941	\$ 4,238,717	\$ 4,223,450	-	\$ 18,940,345	\$ -	\$ 52,653,275
Cash - Restricted	-	-	-	-	-	3,000,000	-	\$ 3,000,000
Receivables	\$ 3,466,844	\$ 5,860	-	\$ 353,159	-	-	-	\$ 3,825,863
Accrued Receivables	-	\$ 5,946	-	-	-	-	-	\$ 5,946
Due From The Commonwealth	-	-	-	-	-	-	-	-
Due From The General Fund	-	-	-	-	-	-	-	-
Other Assets	-	-	-	-	-	-	-	-
Amounts to Be Provided	-	-	-	-	-	-	\$ 79,608,499	\$ 79,608,499
<b>TOTAL ASSETS</b>	<b>\$ 18,929,666</b>	<b>\$ 9,799,747</b>	<b>\$ 4,238,717</b>	<b>\$ 4,576,609</b>	<b>\$ -</b>	<b>\$ 21,940,345</b>	<b>\$ 79,608,499</b>	<b>\$ 139,093,583</b>
Warrants Payable	\$ 1,261,437	\$ 606,163	\$ 25,535	\$ 84,932	-	\$ 62,939	-	\$ 2,041,006
Accrued Payrolls & Withholdings	\$ 2,926,638	\$ 94,763	-	\$ 68	-	-	-	\$ 3,021,469
Deferred Revenues	\$ 2,970,984	\$ 11,806	-	\$ 353,159	-	-	-	\$ 3,335,949
Allowance for Abatements & Exemptions	\$ 495,860	-	-	-	-	-	-	\$ 495,860
Claims Incurred But Not Reported	-	-	-	-	-	\$ 1,292,217	-	\$ 1,292,217
Other Liabilities	\$ 730,811	\$ 311,581	-	-	-	\$ 1,160,717	-	\$ 2,203,109
Notes Payable	-	-	\$ 4,850,600	-	-	-	-	\$ 4,850,600
Bonds Payable	-	-	-	-	-	-	\$ 79,608,499	\$ 79,608,499
Due to Trust Fund	-	-	-	-	-	-	-	-
<b>TOTAL LIABILITIES</b>	<b>\$ 8,385,730</b>	<b>\$ 1,024,313</b>	<b>\$ 4,876,135</b>	<b>\$ 438,158</b>	<b>\$ -</b>	<b>\$ 2,515,873</b>	<b>\$ 79,608,499</b>	<b>\$ 96,848,709</b>
Reserved Fund Balance:								
Appropriations	\$ 2,780,742	\$ 8,474,109		\$ 1,457,862	-	-	-	\$ 12,712,713
Petty Cash	-	-	-	-	-	-	-	-
Special Purposes	\$ 4,156,628	-	\$ (637,418)	-	-	-	-	\$ 3,519,210
Appropriation Deficits	\$ (224,368)	-	-	-	-	-	-	\$ (224,368)
Retained Earnings	-	-	-	\$ 2,680,589	-	-	-	\$ 2,680,589
Unreserved Fund Balance:								
Designated	-	-	-	-	-	\$ 19,424,472	-	\$ 19,424,472
Undesignated	\$ 3,830,933	\$ 301,325	-	-	-	-	-	\$ 4,132,258
<b>TOTAL FUND BALANCE</b>	<b>\$ 10,543,936</b>	<b>\$ 8,775,434</b>	<b>\$ (637,418)</b>	<b>\$ 4,138,451</b>	<b>\$ -</b>	<b>\$ 19,424,472</b>	<b>\$ -</b>	<b>\$ 42,244,874</b>
<b>TOTAL LIABILITIES/FUND BALANCE</b>	<b>\$ 18,929,666</b>	<b>\$ 9,799,747</b>	<b>\$ 4,238,717</b>	<b>\$ 4,576,609</b>	<b>\$ -</b>	<b>\$ 21,940,345</b>	<b>\$ 79,608,499</b>	<b>\$ 139,093,583</b>

Town of Duxbury  
Combined Special Revenue Funds  
June 30, 2018

Account Title	Fund 2200 School Lunch	Fund 2450 School Fed. Grnts.	Fund 2550 School State Grts.	Fund 2750 School Revolving	Fund 2950 School Gifts	Sub-Total School Spec. Revenue Funds
Cash - Unrestricted Checking	\$ 770,279	\$ 24,913	\$ 521,685	\$ 2,463,211	\$ 314,721	\$ 4,094,809
Petty Cash	\$ -	\$ -	\$ -	\$ 8,638	\$ -	\$ 8,638
<b>TOTAL CASH:</b>	<b>\$ 770,279</b>	<b>\$ 24,913</b>	<b>\$ 521,685</b>	<b>\$ 2,471,849</b>	<b>\$ 314,721</b>	<b>\$ 4,103,447</b>
Tax Liens	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
User Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utility Liens Added To Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL TAXES &amp; CHARGES RECEIVABLE:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Apportioned Assessments, Not Yet due	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Apportioned Assessments Added To Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL ASSESSMENTS RECEIVABLE:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Due From the Commonwealth	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL ASSETS:</b>	<b>\$ 770,279</b>	<b>\$ 24,913</b>	<b>\$ 521,685</b>	<b>\$ 2,471,849</b>	<b>\$ 314,721</b>	<b>\$ 4,103,447</b>
Warrants payable	\$ 58,148	\$ 4,366	\$ 39,438	\$ 41,366	\$ 15,887	\$ 159,205
Accrued Payroll	\$ -	\$ 2,957	\$ -	\$ 91,806	\$ -	\$ 94,763
Prepaid Revenue	\$ -	\$ -	\$ -	\$ 264,865	\$ -	\$ 264,865
Other Liabilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Deferred Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Notes Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Due To General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL LIABILITIES:</b>	<b>\$ 58,148</b>	<b>\$ 7,323</b>	<b>\$ 39,438</b>	<b>\$ 398,037</b>	<b>\$ 15,887</b>	<b>\$ 518,833</b>
Fund Balance - Petty Cash	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance - Reserved for Encumbrances	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance - Federal Grants	\$ -	\$ 17,591	\$ -	\$ -	\$ -	\$ 17,591
Fund Balance - State Grants	\$ -	\$ -	\$ 482,246	\$ -	\$ -	\$ 482,246
Fund Balance - Revolving Fund	\$ 712,131	\$ -	\$ -	\$ 2,073,812	\$ 298,834	\$ 3,084,777
Fund Balance - Receipts Reserved for Appropriation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance - Community Preservation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Undesignated Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL FUND BALANCE:</b>	<b>\$ 712,131</b>	<b>\$ 17,591</b>	<b>\$ 482,246</b>	<b>\$ 2,073,812</b>	<b>\$ 298,834</b>	<b>\$ 3,584,614</b>
<b>TOTAL LIABILITIES/FUND BALANCE:</b>	<b>\$ 770,279</b>	<b>\$ 24,913</b>	<b>\$ 521,685</b>	<b>\$ 2,471,849</b>	<b>\$ 314,721</b>	<b>\$ 4,103,447</b>

**Town of Duxbury**  
**Combined Special Revenue Funds**  
**June 30, 2018**

Account Title	Fund 2300 Highway	Fund 2400 Town Fed. Grts.	Fund 2500 Town State Grts.	Fund 2600 Receipts Reserved	Fund 2700 Town Revolving	Fund 2710 Park & Rec Revolv.	Fund 2800 Community Pres.	Fund 2900 Town Gifts	Sub-Total Town Spec. Revenue Funds	TOTAL
Cash - Unrestricted Checking	\$ (5,475)	\$ (30,580)	\$ 88,854	\$ 673,252	\$ 80,152	\$ 60,545	\$ 4,234,590	\$ 583,156	\$ 5,684,494	\$ 9,779,303
Petty Cash	-	-	-	-	-	-	-	-	-	\$ 8,638
<b>TOTAL CASH:</b>	<b>\$ (5,475)</b>	<b>\$ (30,580)</b>	<b>\$ 88,854</b>	<b>\$ 673,252</b>	<b>\$ 80,152</b>	<b>\$ 60,545</b>	<b>\$ 4,234,590</b>	<b>\$ 583,156</b>	<b>\$ 5,684,494</b>	<b>\$ 9,787,941</b>
Tax Liens	-	-	-	-	-	-	5,860	-	5,860	\$ 5,860
User Charges	-	-	-	-	-	-	-	-	-	-
Utility Liens Added To Taxes	-	-	-	-	-	-	-	-	-	-
<b>TOTAL TAXES &amp; CHARGES RECEIVABLE:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,860</b>	<b>\$ -</b>	<b>\$ 5,860</b>	<b>\$ 5,860</b>
Apportioned Assessments, Not Yet due	-	-	-	-	-	-	-	-	-	-
Apportioned Assessments Added To Taxes	-	-	-	-	-	-	5,946	-	5,946	\$ 5,946
<b>TOTAL ASSESSMENTS RECEIVABLE:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,946</b>	<b>\$ -</b>	<b>\$ 5,946</b>	<b>\$ 5,946</b>
Due From the Commonwealth	-	-	-	-	-	-	-	-	-	-
Other Assets	-	-	-	-	-	-	-	-	-	-
<b>TOTAL ASSETS:</b>	<b>\$ (5,475)</b>	<b>\$ (30,580)</b>	<b>\$ 88,854</b>	<b>\$ 673,252</b>	<b>\$ 80,152</b>	<b>\$ 60,545</b>	<b>\$ 4,246,396</b>	<b>\$ 583,156</b>	<b>\$ 5,696,300</b>	<b>\$ 9,799,747</b>
Warrants payable	-	1,276	358,287	-	2,789	10,763	46,290	27,554	446,957	\$ 606,163
Accrued Payroll	-	-	-	-	-	-	-	-	-	\$ 94,763
Prepaid Revenue	-	-	-	-	-	37,139	9,097	-	46,235	\$ 311,100
Other Liabilities	-	-	-	-	-	-	481	-	481	\$ 481
Deferred Revenue	-	-	-	-	-	-	11,806	-	11,806	\$ 11,806
Notes Payable	-	-	-	-	-	-	-	-	-	-
Due To General Fund	-	-	-	-	-	-	-	-	-	-
<b>TOTAL LIABILITIES:</b>	<b>\$ -</b>	<b>\$ 1,276</b>	<b>\$ 358,287</b>	<b>\$ -</b>	<b>\$ 2,789</b>	<b>\$ 47,901</b>	<b>\$ 67,673</b>	<b>\$ 27,554</b>	<b>\$ 505,480</b>	<b>\$ 1,024,313</b>
Fund Balance - Petty Cash	-	-	-	-	-	-	-	-	-	-
Fund Balance - Reserved for Encumbrances	-	-	-	-	-	-	-	-	-	-
Fund Balance - Federal Grants	-	(31,856)	-	-	-	-	-	-	(31,856)	\$ (14,265)
Fund Balance - State Grants	(5,475)	-	(269,433)	-	-	-	-	-	(274,908)	\$ 207,339
Fund Balance - Revolving Fund	-	-	-	-	77,363	12,644	-	555,602	645,609	\$ 3,730,386
Fund Balance - Receipts Reserved for Appropriation	-	-	-	673,252	-	-	-	-	673,252	\$ 673,252
Fund Balance - Community Preservation	-	-	-	-	-	-	3,877,397	-	3,877,397	\$ 3,877,397
Undesignated Fund Balance	-	-	-	-	-	-	301,325	-	301,325	\$ 301,325
<b>TOTAL FUND BALANCE:</b>	<b>\$ (5,475)</b>	<b>\$ (31,856)</b>	<b>\$ (269,433)</b>	<b>\$ 673,252</b>	<b>\$ 77,363</b>	<b>\$ 12,644</b>	<b>\$ 4,178,722</b>	<b>\$ 555,602</b>	<b>\$ 5,190,820</b>	<b>\$ 8,775,434</b>
<b>TOTAL LIABILITIES/FUND BALANCE:</b>	<b>\$ (5,475)</b>	<b>\$ (30,580)</b>	<b>\$ 88,854</b>	<b>\$ 673,252</b>	<b>\$ 80,152</b>	<b>\$ 60,545</b>	<b>\$ 4,246,396</b>	<b>\$ 583,156</b>	<b>\$ 5,696,300</b>	<b>\$ 9,799,747</b>

Town of Duxbury  
Capital Project Funds  
June 30, 2018

Account Title	Fund 3101 Cemetery Exp. Project	Fund 3102 Pool Project	Fund 3103 Senior Center Parking Lot Project	Fund 3104 Crematory/Cemetery Office Facility	Fund 3105 Fire Station Design	Fund 3106 Police Station	Fund 3107 Powder Point Bridge	Fund 3108 Capital Equipment	Fund 3109 Senior Center Expansion
Cash - Unrestricted Checking	\$ 1,242 \$	\$ 17,614 \$	\$ 14,446 \$	\$ 1,463 \$	\$ 19,544 \$	\$ 8,794 \$	\$ 4,613 \$	\$ 15,304 \$	\$ 2,576,892
Due From Other Governments	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$
<b>TOTAL ASSETS</b>	<b>\$ 1,242 \$</b>	<b>\$ 17,614 \$</b>	<b>\$ 14,446 \$</b>	<b>\$ 1,463 \$</b>	<b>\$ 19,544 \$</b>	<b>\$ 8,794 \$</b>	<b>\$ 4,613 \$</b>	<b>\$ 15,304 \$</b>	<b>\$ 2,576,892</b>
Warrants Payable	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ 774	
Accounts Payable	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	
Bid Deposits	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	
Deferred Revenue	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	
Bond Anticipation Notes Payable	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ 185,600	\$ 700,000	\$ 2,550,000
Grant Anticipation Notes Payable	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	
<b>TOTAL LIABILITIES</b>	<b>\$ - \$</b>	<b>\$ - \$</b>	<b>\$ - \$</b>	<b>\$ - \$</b>	<b>\$ - \$</b>	<b>\$ - \$</b>	<b>\$ 185,600</b>	<b>\$ 700,774</b>	<b>\$ 2,550,000</b>
Special Purposes	\$ 1,242 \$	\$ 17,614 \$	\$ 14,446 \$	\$ 1,463 \$	\$ 19,544 \$	\$ 8,794 \$	\$ (180,987) \$	\$ (685,469) \$	\$ 26,892
<b>TOTAL FUND BALANCES</b>	<b>\$ 1,242 \$</b>	<b>\$ 17,614 \$</b>	<b>\$ 14,446 \$</b>	<b>\$ 1,463 \$</b>	<b>\$ 19,544 \$</b>	<b>\$ 8,794 \$</b>	<b>\$ (180,987) \$</b>	<b>\$ (685,469) \$</b>	<b>\$ 26,892</b>
<b>TOTAL LIABILITIES/FUND BALANCES</b>	<b>\$ 1,242 \$</b>	<b>\$ 17,614 \$</b>	<b>\$ 14,446 \$</b>	<b>\$ 1,463 \$</b>	<b>\$ 19,544 \$</b>	<b>\$ 8,794 \$</b>	<b>\$ 4,613 \$</b>	<b>\$ 15,304 \$</b>	<b>\$ 2,576,892</b>

Town of Duxbury  
Capital Project Funds  
June 30, 2018

Account Title	Fund 3301 DMS & DHS Feasibility Study Proj.		Fund 3302 Chandler School Roof Project		Fund 3303 Schematic Design High & Middle School		Fund 3304 DMS & DHS Construction Project		Fund 3490 Completed Capital Projects		Sub-Total Capital Projects Town	
Cash - Unrestricted Checking	\$	50,159	\$	312	\$	98	\$	17,076	\$	25,775	\$	2,753,332
Due From Other Governments	\$	-	\$	-	\$	-			\$	-	\$	-
<b>TOTAL ASSETS</b>	\$	50,159	\$	312	\$	98	\$	17,076	\$	25,775	\$	2,753,332
Warrants Payable	\$	-	\$	-	\$	-	\$	-	\$	-	\$	774
Accounts Payable	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Bid Deposits	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Deferred Revenue	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Bond Anticipation Notes Payable	\$	-	\$	-	\$	-	\$	-	\$	-	\$	3,435,600
Grant Anticipation Notes Payable	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
<b>TOTAL LIABILITIES</b>	\$	-	\$	-	\$	-	\$	-	\$	-	\$	3,436,374
Special Purposes	\$	50,159	\$	312	\$	98	\$	17,076	\$	25,775	\$	(683,042)
<b>TOTAL FUND BALANCES</b>	\$	50,159	\$	312	\$	98	\$	17,076	\$	25,775	\$	(683,042)
<b>TOTAL LIABILITIES/FUND BALANCES</b>	\$	50,159	\$	312	\$	98	\$	17,076	\$	25,775	\$	2,753,332

Town of Duxbury  
Capital Project Funds -Continued  
June 30, 2018

Account Title	Fund 6131 Damon Wells Water Project	Fund 6132 Water Mains Water Project	Fund 6133 Birch St. Tank Water Project	Fund 6134 Pine St. Water Main Project	Fund 6135 Temple Street Water Main Project	Fund 6136 Captain's Hill Tank Project	Fund 6195 Completed Water Cap. Proj.	Sub-Total Capital Projects Enterprise	TOTAL
Cash - Unrestricted Checking	\$ 132,368	\$ 83,949	\$ 70	\$ 55,790	\$ 310,715	\$ 877,492	\$ 25,000	\$ 1,485,385	\$ 4,238,717
Due From Other Governments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL ASSETS	\$ 132,368	\$ 83,949	\$ 70	\$ 55,790	\$ 310,715	\$ 877,492	\$ 25,000	\$ 1,485,385	\$ 4,238,717
Warrants Payable	\$ -	\$ -	\$ -	\$ -	\$ 18,066	\$ 6,695	\$ -	\$ 24,761	\$ 25,535
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bid Deposits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Deferred Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Anticipation Notes Payable	\$ -	\$ -	\$ -	\$ -	\$ 715,000	\$ 700,000	\$ -	\$ 1,415,000	\$ 4,850,600
Grant Anticipation Notes Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL LIABILITIES	\$ -	\$ -	\$ -	\$ -	\$ 733,066	\$ 706,695	\$ -	\$ 1,439,761	\$ 4,876,135
Special Purposes	\$ 132,368	\$ 83,949	\$ 70	\$ 55,790	\$ (422,351)	\$ 170,797	\$ 25,000	\$ 45,624	\$ (637,418)
TOTAL FUND BALANCES	\$ 132,368	\$ 83,949	\$ 70	\$ 55,790	\$ (422,351)	\$ 170,797	\$ 25,000	\$ 45,624	\$ (637,418)
TOTAL LIABILITIES/FUND BALANCES	\$ 132,368	\$ 83,949	\$ 70	\$ 55,790	\$ 310,715	\$ 877,492	\$ 25,000	\$ 1,485,385	\$ 4,238,717

Town of Duxbury  
Schedule of Combined Trust Funds  
June 30, 2018

	Fund 8100 Non-Expendable	Fund 8200 Expendable	Fund 8300 Health Claims	Fund 8310 OPEB	Fund 8900 Agency	TOTAL
Cash - Unrestricted Checking	\$ 4,020,847	\$ 10,328,506	\$ 2,037,692	\$ 2,268,765	\$ 284,535	\$ 18,940,345
Cash - Restricted Savings	\$ -	\$ -	\$ 3,000,000	\$ -	\$ -	\$ 3,000,000
Due from the General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accrued Contributions Receivable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL ASSETS</b>	<b>\$ 4,020,847</b>	<b>\$ 10,328,506</b>	<b>\$ 5,037,692</b>	<b>\$ 2,268,765</b>	<b>\$ 284,535</b>	<b>\$ 21,940,345</b>
Warrants Payable	\$ -	\$ 5,553	\$ 67,091	\$ -	\$ (9,705)	\$ 62,939
Accrued Payroll	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Due To Other Governments	\$ -	\$ -	\$ -	\$ -	\$ 6,457	\$ 6,457
Deposits Held to Guarantee Performance	\$ -	\$ -	\$ -	\$ -	\$ 283,479	\$ 283,479
Claims Incurred But Not Reported	\$ -	\$ -	\$ 1,292,217	\$ -	\$ -	\$ 1,292,217
Other Liabilities	\$ -	\$ -	\$ 866,477	\$ -	\$ -	\$ 866,477
Special Details Payable	\$ -	\$ -	\$ -	\$ -	\$ 4,304	\$ 4,304
<b>TOTAL LIABILITIES</b>	<b>\$ -</b>	<b>\$ 5,553</b>	<b>\$ 2,225,785</b>	<b>\$ -</b>	<b>\$ 284,535</b>	<b>\$ 2,515,873</b>
Special Purposes	\$ -	\$ -	\$ -	\$ 2,268,765	\$ -	\$ 2,268,765
Non Expendable Trusts	\$ 4,020,847	\$ -	\$ -	\$ -	\$ -	\$ 4,020,847
Expendable Trusts	\$ -	\$ 10,322,953	\$ 2,811,907	\$ -	\$ -	\$ 13,134,860
Undesignated Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL FUND BALANCE</b>	<b>\$ 4,020,847</b>	<b>\$ 10,322,953</b>	<b>\$ 2,811,907</b>	<b>\$ 2,268,765</b>	<b>\$ -</b>	<b>\$ 19,424,472</b>
<b>TOTAL LIABILITIES/FUND BALANCE</b>	<b>\$ 4,020,847</b>	<b>\$ 10,328,506</b>	<b>\$ 5,037,692</b>	<b>\$ 2,268,765</b>	<b>\$ 284,535</b>	<b>\$ 21,940,345</b>

# Town of Duxbury

## General Fund

Fund 1000

### BALANCE SHEET

June 30, 2018

#### Assets

Cash		\$ 15,461,887
Petty Cash		\$ 935
Receivables:		
Real Estate Tax	\$ 862,741	
Personal Property Tax	\$ 10,648	
Deferred Real Estate	\$ 325,756	
Tax Liens	\$ 669,768	
Tax Foreclosures	\$ 698,273	
Sewer Receivables	\$ 28,837	
Motor Vehicle Excise	\$ 259,470	
Boat and Other Excise	\$ 27,197	
Departmental Receivables	\$ 451,646	
Unapportioned Special Assessments	\$ 132,509	
Prepaid Expenses	\$ -	
	<u>\$ 3,466,844</u>	\$ 3,466,844
Total Assets		<u><u>\$ 18,929,666</u></u>

#### Liabilities and Fund Balance

Liabilities:		
Warrants Payable		\$ 1,261,437
Accrued Teachers Payroll		\$ 2,882,061
Accrued Liabilities		\$ 2,542
Withholdings Payable		\$ 42,035
Abandoned Property & Unclaimed items		\$ 7,871
Deferred Revenues		\$ 2,970,984
Allowance For Abatements & Exemptions		\$ 495,860
Prepaid Property Taxes		\$ 718,792
Other Liabilities		\$ 4,147
Other Notes Payable		\$ -
Bond Anticipation Notes		\$ -
Fund Balances:		
Appropriation Deficits	\$ (224,368)	
Special Purposes	\$ 1,683,618	
Reserve for Expenditures	\$ 1,097,124	
Reserve for Reduction of Future Excluded Debt	\$ 4,156,628	
Undesignated	\$ 3,830,933	
Total Fund Balance	<u>\$ 10,543,936</u>	\$ 10,543,936
Total Liabilities and Fund Balance		<u><u>\$ 18,929,666</u></u>

# TOWN OF DUXBURY

General Fund

Fund 1000

## REVENUES

Fiscal 2018 Summary

	<u>Estimated</u>	<u>Actual</u> <u>At 6/30/2018</u>	<u>Favorable/</u> <u>Unfavorable</u>
Property Taxes:			
Real Estate & Personal Property	\$ 60,370,259.16	\$ 60,211,810.37	(158,448.79)
Tax Title/Rollback/Deferred	-	175,073.46	175,073.46
	<u>\$ 60,370,259.16</u>	<u>\$ 60,386,883.83</u>	<u>16,624.67</u>
State Aid:			
Chapter 70	\$ 5,122,424.00	\$ 5,122,424.00	0.00
School Transportation	-	10,194.00	10,194.00
Charter School	9,823.00	8,001.00	(1,822.00)
	<u>\$ 5,132,247.00</u>	<u>\$ 5,140,619.00</u>	<u>8,372.00</u>
General Government:			
Lottery, Beano, etc.	\$ 885,515.00	\$ 885,515.00	0.00
Veteran's Benefits	65,230.00	63,787.00	(1,443.00)
Exemptions Veteran's	48,151.00	34,238.00	(13,913.00)
State Owned Land	72,542.00	72,542.00	0.00
MWPAT (now MCWT)	2,991.00	2,990.64	(0.36)
	<u>\$ 1,074,429.00</u>	<u>\$ 1,059,072.64</u>	<u>(15,356.36)</u>
<b>Total State Aid</b>	<u>\$ 6,206,676.00</u>	<u>\$ 6,199,691.64</u>	<u>(6,984.36)</u>
Local Aid:			
Motor Vehicle Excise	\$ 2,545,000.00	\$ 3,162,160.73	617,160.73
Other Excise	17,949.00	17,794.32	(154.68)
Meals Tax	75,000.00	131,360.51	56,360.51
Pen & Int on Taxes	200,000.00	260,453.96	60,453.96
Payment in Lieu of Taxes	10,000.00	8,250.00	(1,750.00)
Chgs for Service : Sewer	260,000.00	239,318.71	(20,681.29)
Trash Disposal	550,000.00	656,421.03	106,421.03
Fees	123,000.00	137,683.76	14,683.76
Rentals	80,000.00	180,756.29	100,756.29
Departmental Revenue: Library	15,000.00	17,509.67	2,509.67
Cemetery	610,000.00	756,710.00	146,710.00
Recreation	220,000.00	141,840.79	(78,159.21)
Other	150,000.00	285,428.88	135,428.88
Licenses & Permits	2,200,000.00	2,606,358.90	406,358.90
Fines & Forfeits	30,000.00	42,545.92	12,545.92
Investment Income	188,910.00	324,759.05	135,849.05
Gain/Loss Investment Portfolio	-	(40,467.88)	(40,467.88)
Unbudgeted Miscellaneous Revenue	-	118,508.24	118,508.24
Ambulance	650,000.00	772,194.62	122,194.62
Misc Recurring - Ch44, s72 - Medicaid Reimb	40,000.00	51,586.71	11,586.71
<b>Total Local Receipts</b>	<u>\$ 7,964,859.00</u>	<u>\$ 9,871,174.21</u>	<u>1,906,315.21</u>
<b>Total Revenues</b>	<u>\$ 74,541,794.16</u>	<u>\$ 76,457,749.68</u>	<u>1,915,955.52</u>
Other Financing Sources:			
Operating Transfers In -			
Special Revenue	\$ 790,376.00	\$834,745.67	44,369.67
Water Enterprise	104,982.00	104,982.00	0.00
Trust & Agency	80,000.00	80,000.00	0.00
Other	-	330.25	330.25
<b>Total Other Financing Sources</b>	<u>\$ 975,358.00</u>	<u>\$ 1,020,057.92</u>	<u>44,699.92</u>
<b>Total Revenues and Other Financing Sources</b>	<u>\$ 75,517,152.16</u>	<u>\$ 77,477,807.60</u>	<u>1,960,655.44</u>
<b>Use of Fund Balance</b>			
9/6/2012 DEBT PREMIUM	\$ 473,175.00		
FREE CASH - ATM 3/11/2017	1,058,700.00		
FREE CASH - STM 3/10/2018	1,894,224.70		
<b>TOTAL ESTIMATE REVENUES AND USE OF FUND BALANCE</b>	<u>\$ 78,943,251.86</u>		

TOWN OF DUXBURY  
General Fund Appropriations  
At June 30, 2018

Line #	Department Name	CONTINUED APPROPRIATIONS	ATM BUDGET 3/11/2017	STATE & COUNTY ASSESSMENTS	Personnel Plan Art # 4	STM 3/10/18	RESERVE FUND TRANSFERS	MUNI-RELIEF TRANSFERS	TOTAL AVAILABLE	EXPENDITURES	ENCUMBRANCES	CLOSED TO FUND BALANCE 6/30/2018
1	#113 TOWN MEETING											
	Expenses	-	3,650.00						3,650.00	3,497.62	-	152.38
	Encumber PY								-	-	-	-
	Total	\$ -	\$ 3,650.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,650.00	\$ 3,497.62	\$ -	\$ 152.38
2	#114 TOWN MODERATOR											
	Salaries	-	40.00						40.00	-	-	40.00
	Encumber PY								-	-	-	-
	Total	\$ -	\$ 40.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40.00	\$ -	\$ -	\$ 40.00
3	#122 SELECTMEN / MANAGER											
4	Salaries		264,330.00						264,330.00	262,631.30	-	1,698.70
	Expenses		12,786.00						12,786.00	12,379.60	-	406.40
	Encumber PY	1,524.40							1,524.40	164.29	-	1,360.11
	Total	\$ 1,524.40	\$ 277,116.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 278,640.40	\$ 275,175.19	\$ -	\$ 3,465.21
5	#129 HISTORICAL COMMISSION											
	Expenses	-	1,050.00						1,050.00	335.00	-	715.00
	Encumber PY								-	-	-	-
	Total	\$ -	\$ 1,050.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,050.00	\$ 335.00	\$ -	\$ 715.00
6	#131 FINANCE COMMITTEE											
7	Salaries	-	-						-	-	-	-
	Expenses	-	450.00						450.00	210.00	-	240.00
	Encumber PY								-	-	-	-
	Total	\$ -	\$ 450.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450.00	\$ 210.00	\$ -	\$ 240.00
8	#135 ACCOUNTING											
9	Salaries	-	358,323.00		12,680.00	6,270.00			377,273.00	376,881.20	-	391.80
	Expenses	-	12,235.00						12,235.00	9,908.07	2,300.00	26.93
	Encumber PY								-	-	-	-
	Total	\$ -	\$ 370,558.00	\$ -	\$ 12,680.00	\$ 6,270.00	\$ -	\$ -	\$ 389,508.00	\$ 386,789.27	\$ 2,300.00	\$ 418.73
10	#136 ANNUAL AUDIT											
	Expenses		48,000.00						48,000.00	48,000.00	-	-
	Encumber PY								-	-	-	-
	Total	\$ -	\$ 48,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,000.00	\$ 48,000.00	\$ -	\$ -
11	#141 ASSESSORS											
12	Salaries		228,132.00						228,132.00	224,088.56	-	4,043.44
	Expenses		24,500.00						24,500.00	23,284.60	1,180.00	35.40
	Encumber PY	513.39							513.39	513.39	-	-
	Total	\$ 513.39	\$ 252,632.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 253,145.39	\$ 247,886.55	\$ 1,180.00	\$ 4,078.84
13	#145 TREASURER/COLLECTOR											
14	Salaries		260,703.00						260,703.00	250,207.65	-	10,495.35
	Expenses		58,435.00						58,435.00	52,087.17	246.25	6,101.58
	Encumber PY	330.72							330.72	330.72	-	-
	Total	\$ 330.72	\$ 319,138.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 319,468.72	\$ 302,625.54	\$ 246.25	\$ 16,596.93
15	#151 LEGAL SERVICES											
	Expenses		275,000.00			35,000.00			310,000.00	171,889.38	-	138,100.62
	Settlements								-	-	-	-
	Encumber PY								-	-	-	-
	Total	\$ -	\$ 275,000.00	\$ -	\$ -	\$ 35,000.00	\$ -	\$ -	\$ 310,000.00	\$ 171,889.38	\$ -	\$ 138,100.62
16	#152 HUMAN RESOURCE DEPT											
17	Salaries		119,116.00						119,116.00	115,643.06	-	3,472.94
	Expenses		49,380.00						49,380.00	24,809.36	664.76	23,905.88
	Encumber PY	2,627.54							2,627.54	2,627.54	-	-
	Total	\$ 2,627.54	\$ 168,496.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 171,123.54	\$ 143,079.96	\$ 664.76	\$ 27,378.82
18	#155 INFORMATION TECHNOLOGY											
19	Salaries		166,920.00		6,000.00				162,920.00	162,920.00	-	-
	Expenses		296,900.00			28,700.00			325,600.00	308,675.39	14,141.97	2,842.64
	Encumber PY	17,882.38							17,882.38	15,946.49	-	1,935.89
	Total	\$ 17,882.38	\$ 453,820.00	\$ -	\$ 6,000.00	\$ 28,700.00	\$ -	\$ -	\$ 506,462.38	\$ 487,541.88	\$ 14,141.97	\$ 4,778.53
20	#156 PUBLIC TELEVISION ACCESS SERVICES											
	Expenses		272,500.00						272,500.00	272,500.00	-	-
	Encumber PY								-	-	-	-
	Total	\$ -	\$ 272,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 272,500.00	\$ 272,500.00	\$ -	\$ -
21	#158 TAX TITLE											
	Expenses		8,000.00						8,000.00	7,449.25	550.75	-
	Encumber PY	20.00							20.00	20.00	-	-
	Total	\$ 20.00	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,020.00	\$ 7,469.25	\$ 550.75	\$ -
22	#161 TOWN CLERK											
23	Salaries		140,905.00						134,255.00	133,078.08	-	376.92
	Expenses		27,725.00						33,975.00	22,289.20	8,756.93	2,928.87
	Encumber PY								-	-	-	-
	Total	\$ -	\$ 168,630.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 168,230.00	\$ 155,167.28	\$ 8,756.93	\$ 3,305.79
24	#171 CONSERVATION COMMISSION											
25	Salaries		140,515.00		3,620.00				144,135.00	143,178.08	-	957.92
	Expenses		13,435.00						13,435.00	13,230.96	57.60	146.44
	Encumber PY	1,002.56							1,002.56	1,002.56	-	-
	Total	\$ 1,002.56	\$ 153,950.00	\$ -	\$ 3,620.00	\$ -	\$ -	\$ -	\$ 158,575.56	\$ 157,411.60	\$ 57.60	\$ 1,104.36

TOWN OF DUXBURY  
General Fund Appropriations  
At June 30, 2018

Line #	Department Name	CONTINUED APPROPRIATIONS	ATM BUDGET 3/1/2017	STATE & COUNTY ASSESSMENTS	Personnel Plan At # 4	STM 3/10/18	RESERVE FUND TRANSFERS	MUNICIPALITY TRANSFERS	TOTAL AVAILABLE	EXPENDITURES	ENCUMBRANCES	CLOSED TO FUND BALANCE 6/30/2018
26	#175 PLANNING BOARD											
27	Salaries		105,684.00		12,688.00				118,372.00	117,346.86	-	1,025.14
	Expenses		12,250.00						12,250.00	5,694.33	148.21	6,407.46
	Encumber PY	867.81							867.81	867.81		-
	Total	\$ 867.81	\$ 117,934.00	\$ -	\$ 12,688.00	\$ -	\$ -	\$ -	\$ 131,489.81	\$ 123,909.00	\$ 148.21	\$ 7,432.60
28	#197 FACILITIES MANAGEMENT											
29	Salaries		218,893.00		6,300.00				225,193.00	225,193.00	-	-
	Expenses		143,050.00				47,525.00		190,575.00	184,598.71	-	5,976.29
	Encumber PY								-	-	-	-
	Total	\$ -	\$ 361,943.00	\$ -	\$ 6,300.00	\$ -	\$ 47,525.00	\$ -	\$ 415,768.00	\$ 409,791.71	\$ -	\$ 5,976.29
	TOTAL GENERAL GOVERNMENT	24,768.80	3,252,508.00	-	41,288.00	70,030.00	47,525.00	-	3,436,119.80	3,194,289.23	28,046.47	213,784.10
30	#210 POLICE DEPARTMENT											
31	Salaries		3,119,217.00		3,767.00	25,000.00		(15,932.46)	3,132,051.54	3,109,445.35	2,611.45	19,994.74
	Expenses		394,320.00					15,932.46	410,252.46	385,666.33	27,504.61	26,179.52
	Encumber PY	43,779.23							43,779.23	43,779.23		806.30
	Total	\$ 43,779.23	\$ 3,513,537.00	\$ -	\$ 3,767.00	\$ 25,000.00	\$ -	\$ -	\$ 3,586,063.23	\$ 3,559,286.61	\$ 30,116.06	\$ 46,680.36
32	#220 FIRE DEPARTMENT											
33	Salaries		2,694,790.00		3,879.00	25,000.00		65,000.00	2,788,669.00	2,770,450.53	-	18,218.47
	Expenses		295,650.00						295,650.00	294,096.01	120.00	734.99
	Encumber PY	5,946.34							5,946.34	7,603.68	(1,957.34)	-
	Total	\$ 5,946.34	\$ 2,990,440.00	\$ -	\$ 3,879.00	\$ 25,000.00	\$ -	\$ 65,000.00	\$ 3,090,465.34	\$ 3,073,349.22	\$ 120.00	\$ 16,986.12
34	#290 REGIONAL DISPATCH											
35	Salaries		530,463.00					(65,000.00)	465,463.00	463,501.74	-	1,961.26
	Expenses		7,000.00						7,000.00	4,102.11	-	2,897.89
	Encumber PY								-	-	-	-
	Total	\$ -	\$ 537,463.00	\$ -	\$ -	\$ -	\$ -	\$ (65,000.00)	\$ 472,463.00	\$ 467,603.85	\$ -	\$ 4,859.15
36	#241 MUNICIPAL SERVICES											
37	Salaries		494,615.00		1,730.00	265,000.00			496,345.00	495,487.25	828.90	28.85
	Expenses		104,860.00						369,850.00	101,867.81	103,567.06	164,415.13
	Encumber PY	29,375.83							29,375.83	7,789.93	-	21,582.90
	Total	\$ 29,375.83	\$ 599,465.00	\$ -	\$ 1,730.00	\$ 265,000.00	\$ -	\$ -	\$ 895,570.83	\$ 605,137.99	\$ 104,395.96	\$ 186,036.88
38	#295 HARBOR / COASTAL MANAGEMENT											
39	Salaries		245,440.00		7,564.00		33,600.00		286,604.00	286,566.95	-	37.05
	Expenses		49,150.00						49,150.00	39,949.01	589.28	8,611.71
	Encumber PY	175.42							175.42	519.92	(344.50)	-
	Total	\$ 175.42	\$ 294,590.00	\$ -	\$ 7,564.00	\$ -	\$ 33,600.00	\$ -	\$ 335,929.42	\$ 327,035.88	\$ 589.28	\$ 8,304.26
	TOTAL PUBLIC SAFETY	79,276.82	7,935,695.00	-	16,940.00	315,000.00	33,600.00	-	8,380,511.82	7,982,413.55	135,221.30	262,876.97
77	#300 DUXBURY SCHOOLS											
78	Salaries		27,752,754.00						27,752,754.00	28,065,001.05	-	(312,247.05)
	Expenses		6,760,707.00						6,943,122.74	6,212,502.34	254,869.25	475,751.15
	Total	182,415.74	34,513,461.00	-	-	-	-	-	34,695,876.74	34,277,503.39	254,869.25	163,504.10
79	#310 DUXBURY SCHOOLS - LAPTOP LEASE											
	Expenses		300,000.00						300,000.00	299,790.25	-	209.75
	Total	\$ -	\$ 300,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000.00	\$ 299,790.25	\$ -	\$ 209.75
	TOTAL EDUCATION	182,415.74	34,813,461.00	-	-	-	-	-	34,995,876.74	34,577,293.64	254,869.25	163,713.85
40	#192 CENTRAL BUILDING SERVICES											
41	Salaries		63,372.00					12,000.00	63,372.00	62,261.89	-	1,110.11
	Expenses		185,200.00						197,200.00	176,656.77	4,944.08	15,599.15
	Encumber PY	1,575.45							1,575.45	1,575.45	-	-
	Total	\$ 1,575.45	\$ 248,572.00	\$ -	\$ -	\$ -	\$ -	\$ 12,000.00	\$ 262,147.45	\$ 240,494.11	\$ 4,944.08	\$ 16,709.26
42	#194 TARKLIN COMMUNITY CENTER											
	Expenses		9,350.00						9,350.00	6,775.07	-	2,574.93
	Encumber PY								-	-	-	-
	Total	\$ -	\$ 9,350.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,350.00	\$ 6,775.07	\$ -	\$ 2,574.93
43	#292 ANIMAL CONTROL											
44	Salaries		79,915.00						79,915.00	79,223.00	-	692.00
	Expenses		7,200.00						7,200.00	6,029.94	925.54	244.52
	Encumber PY								-	-	-	-
	Total	\$ -	\$ 87,115.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 87,115.00	\$ 85,252.94	\$ 925.54	\$ 936.52
45	#294 LANDS & NATURAL RESOURCES											
46	Salaries		470,478.00			6,000.00			476,478.00	446,373.88	-	31,104.12
	Expenses		51,500.00			25,000.00			76,500.00	74,409.99	-	2,090.01
	Encumber PY								-	-	-	-
	Total	\$ -	\$ 521,978.00	\$ -	\$ -	\$ 31,000.00	\$ -	\$ -	\$ 552,978.00	\$ 519,783.87	\$ -	\$ 33,194.13

TOWN OF DUXBURY  
General Fund Appropriations  
At June 30, 2018

Line #	Department Name	CONTINUED APPROPRIATIONS	ATM BUDGET 3/11/2017	STATE & COUNTY ASSESSMENTS	Personnel Plan Art # 4	STM 3/10/18	RESERVE FUND TRANSFERS	MUNI-RELIEF TRANSFERS	TOTAL AVAILABLE	EXPENDITURES	ENCUMBRANCES	CLOSED TO FUND BALANCE 6/30/2018
47	#418 CENTRAL FUEL DEPOT											
	Expenses		282,500.00			(30,000.00)			252,500.00	241,655.46	-	10,844.54
	Encumber PY											
	Total	\$ -	\$ 282,500.00	\$ -	\$ -	\$ (30,000.00)	\$ -	\$ -	\$ 252,500.00	\$ 241,655.46	\$ -	\$ 10,844.54
48	#419 DPW ADMINISTRATION											
	Salaries		306,563.00						306,563.00	296,005.60	-	10,557.40
	Expenses		54,650.00						54,650.00	25,275.12	17,717.00	11,657.88
	Encumber PY											
	Total	\$ -	\$ 361,213.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 361,213.00	\$ 321,280.72	\$ 17,717.00	\$ 22,215.28
50	#421 VEHICLE MAINTENANCE											
	Salaries		163,190.00						163,190.00	160,427.42	-	2,762.58
	Expenses		147,100.00			30,000.00			177,100.00	168,561.97	348.44	8,189.59
	Encumber PY		1,197.05						1,197.05	1,050.27	-	146.78
	Total	\$ 1,197.05	\$ 310,290.00	\$ -	\$ -	\$ 30,000.00	\$ -	\$ -	\$ 341,487.05	\$ 330,039.66	\$ 348.44	\$ 11,086.95
52	#422 HIGHWAY / ROAD MAINTENANCE											
	Salaries		492,256.00			3,400.00			495,656.00	490,517.46	-	5,138.54
	Expenses		72,800.00			86,200.00			159,000.00	256,172.08	60,905.57	(158,077.65)
	Encumber PY		234.28						234.28	234.28	-	-
	Total	\$ 234.28	\$ 565,056.00	\$ -	\$ -	\$ 89,600.00	\$ -	\$ -	\$ 654,890.28	\$ 746,923.82	\$ 60,905.57	\$ (152,939.11)
54	#423 SNOW & ICE											
	Salaries		63,650.00			50,000.00		(12,791.29)	100,858.71	100,858.71	-	(0.00)
	Expenses		115,000.00			150,000.00	25,311.72	12,791.29	303,103.01	291,393.46	-	11,709.55
	Encumber PY											
	Total	\$ -	\$ 178,650.00	\$ -	\$ -	\$ 200,000.00	\$ 25,311.72	\$ -	\$ 403,961.72	\$ 392,252.17	\$ -	\$ 11,709.55
56	#424 STREET LIGHTS											
	Expenses		48,000.00						48,000.00	39,089.89	3,241.72	5,668.39
	Encumber PY		2,511.47						2,511.47	2,511.47	-	-
	Total	\$ 2,511.47	\$ 48,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,511.47	\$ 41,601.36	\$ 3,241.72	\$ 5,668.39
57	#431 TRANSFER STATION											
	Salaries		233,813.00						233,813.00	229,416.66	-	4,396.34
	Expenses		674,500.00						674,500.00	525,372.69	51,427.68	97,699.63
	Encumber PY		70,202.71						70,202.71	70,202.71	-	0.00
	Total	\$ 70,202.71	\$ 908,313.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 978,515.71	\$ 824,992.06	\$ 51,427.68	\$ 102,095.97
59	#440 SEWER											
	Salaries		16,465.00					1,500.00	17,965.00	16,970.71	-	984.29
	Expenses		238,100.00			15,000.00		(1,500.00)	251,600.00	229,468.35	143.83	21,987.82
	Encumber PY		336.31						336.31	336.31	-	-
	Total	\$ 336.31	\$ 254,565.00	\$ -	\$ -	\$ 15,000.00	\$ -	\$ -	\$ 269,891.31	\$ 246,775.37	\$ 143.83	\$ 22,972.11
61	#491 CEMETERY											
	Salaries		418,565.00						418,565.00	412,790.40	233.51	5,541.09
	Expenses		226,400.00					(12,000.00)	214,400.00	181,667.64	4,279.51	28,452.85
	Encumber PY		22,645.14						22,645.14	22,639.14	-	6.00
	Total	\$ 22,645.14	\$ 644,965.00	\$ -	\$ -	\$ -	\$ -	\$ (12,000.00)	\$ 655,610.14	\$ 617,097.18	\$ 4,513.02	\$ 33,999.94
	Expenses											
	Total	\$ 98,702.41	\$ 4,420,357.00	\$ -	\$ -	\$ 335,600.00	\$ 25,311.72	\$ -	\$ 4,880,171.13	\$ 4,614,923.79	\$ 144,166.88	\$ 121,080.46
63	#541 COUNCIL ON AGING											
	Salaries		418,400.00			17,246.00			435,646.00	435,646.00	-	-
	Expenses		196,350.00						196,350.00	135,907.91	19,812.09	630.00
	Encumber PY		7,089.26						7,089.26	7,089.26	-	0.00
	Total	\$ 7,089.26	\$ 574,750.00	\$ -	\$ -	\$ 17,246.00	\$ -	\$ -	\$ 599,085.26	\$ 578,643.17	\$ 19,812.09	\$ 630.00
65	#543 VETERANS SERVICES											
	Salaries		25,530.00			1,025.00			26,555.00	26,555.00	-	-
	Expenses		103,675.00						103,675.00	69,810.07	20.98	34,043.95
	Encumber PY		309.55						309.55	309.55	-	-
	Total	\$ 309.55	\$ 129,405.00	\$ -	\$ -	\$ 1,025.00	\$ -	\$ -	\$ 130,739.55	\$ 96,674.62	\$ 20.98	\$ 34,043.95
67	#640 P.L.T. CITY. COOP. EXT.											
	Expenses		500.00						500.00	500.00	-	-
	Encumber PY											
	Total	\$ -	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00	\$ 500.00	\$ -	\$ -
	Expenses											
	Total	\$ 7,398.81	\$ 704,655.00	\$ -	\$ 18,271.00	\$ -	\$ -	\$ -	\$ 730,324.81	\$ 675,817.79	\$ 19,833.07	\$ 34,673.95
68	#610 LIBRARY											
	Salaries		1,013,295.00						1,013,295.00	981,285.25	-	32,009.75
	Expenses		345,755.00						345,755.00	332,690.63	3,724.81	9,339.56
	Encumber PY		3,969.40						3,969.40	3,259.29	-	711.11
	Total	\$ 3,969.40	\$ 1,359,050.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,363,019.40	\$ 1,317,234.17	\$ 3,724.81	\$ 42,060.42
70	#630 RECREATION											
	Salaries		221,867.00			8,288.00			230,155.00	230,155.00	-	-
	Expenses		3,330.00						3,330.00	3,330.00	-	-
	Encumber PY											
	Total	\$ -	\$ 225,197.00	\$ -	\$ 8,288.00	\$ -	\$ -	\$ -	\$ 233,485.00	\$ 233,485.00	\$ -	\$ -

TOWN OF DUXBURY  
General Fund Appropriations  
At June 30, 2018

Line #	Department Name	CONTINUED APPROPRIATIONS	ATM BUDGET 3/1/2017	STATE & COUNTY ASSESSMENTS	Personnel Plan Art # 4	STM 3/1/018	RESERVE FUND TRANSFERS	MUNI-RELIEF TRANSFERS	TOTAL AVAILABLE	EXPENDITURES	ENCUMBRANCES	CLOSED TO FUND BALANCE 6/30/2018
								</				

TOWN OF DUXBURY  
General Fund Appropriations  
At June 30, 2018

Line #	Department Name	CONTINUED APPROPRIATIONS	ATM BUDGET 3/1/2017	STATE & COUNTY ASSESSMENTS	Personnel Plan Art # 4	STM 3/10/18	RESERVE FUND TRANSFERS	MUNI-RELIEF TRANSFERS	TOTAL AVAILABLE	EXPENDITURES	ENCUMBRANCES	CLOSED TO FUND BALANCE 6/30/2018
#992	TRANSFERS TO SPEC REV	-	-	-	-	131,930.00	-	-	131,930.00	131,930.00	-	-
	Transfer to Spec Revenue	-	-	-	-	131,930.00	-	-	131,930.00	131,930.00	-	-
	Total	-	-	-	-	131,930.00	-	-	131,930.00	131,930.00	-	-
#993	TRANSFERS TO CAPITAL PROJECTS	-	-	-	-	263,691.21	-	-	263,691.21	263,691.21	-	-
	Transfer to Capital Projects	-	-	-	-	263,691.21	-	-	263,691.21	263,691.21	-	-
	Total	-	-	-	-	263,691.21	-	-	263,691.21	263,691.21	-	-
#994	TRANSFERS TO ENTERPRISE	-	-	-	-	7,200.00	\$0.00	\$7,200.00	\$263,691.21	\$263,691.21	-	(0.00)
	Transfer to Pool Enterprise	-	-	-	-	7,200.00	\$0.00	\$7,200.00	\$263,691.21	\$263,691.21	-	(0.00)
	Total	-	-	-	-	7,200.00	\$0.00	\$7,200.00	\$263,691.21	\$263,691.21	-	(0.00)
#990	TRANSFERS TO TRUST & AGENCY	-	-	-	-	300,000.00	-	-	300,000.00	300,000.00	-	-
	Transfer to OPEB Trust Fund	-	-	-	-	300,000.00	-	-	300,000.00	300,000.00	-	-
	Transfer to Pension Reserve Fund	-	-	-	-	60,000.00	-	-	60,000.00	60,000.00	-	-
	Transfer to Accrued Liabilities Fund	-	-	-	-	75,000.00	-	-	75,000.00	75,000.00	-	-
	Transfer to General Stabilization	-	-	-	-	50,000.00	-	-	50,000.00	50,000.00	-	-
	Total	-	-	-	-	485,000.00	-	-	485,000.00	485,000.00	-	-
TOTAL OPERATING TRANSFERS OUT												
		-	-	107,221.16	-	873,421.21	-	7,200.00	987,842.37	987,842.37	-	(0.00)
	GRAND TOTAL FUND 1000	396,531.98	73,880,142.00	617,464.16	88,787.00	1,894,051.21	-	-	76,876,976.35	75,255,674.21	716,689.86	904,612.28

TOWN OF DUXBURY  
Continued Appropriations  
General Fund

	Department	Original Budget Voted from 3/17 ATM	Available Budget	Supplemental Appropriations Presented on FY 19 Recap	2018 Budget	Transfers	FY 2018 Expenditures To-Date	Balance As of 6/30/2018	Departmental Retained Balances	Balance Closed Out At Year-end
<b>General Government</b>										
Selection										
Article 10 3/96 ATM - A.D.A. Compliance		-	11,966.04		11,966.04		-	11,966.04	11,966.04	-
Article 11 3/17 ATM - Duxbury Bench Lease		700,000.00	700,000.00		700,000.00		700,000.00	-	-	-
Article 12 3/17 ATM - July 4th Parade		15,000.00	30,000.00		30,000.00		15,000.00	15,000.00	15,000.00	-
Article 16 3/13 ATM - Re-codification of Duxbury Protective By-Law		-	33,300.00		33,300.00	(33,300.00)	-	-	-	-
Article 31 3/15 ATM - Information Technology Study		-	15,000.00		15,000.00		19,035.31	15,000.00	15,000.00	-
Article 3 9/19/16 STM - Evaluation of FEMA Flood Maps Phase II		-	24,664.94		24,664.94		-	5,629.63	5,629.63	-
Article 40 3/17 ATM - Stormwater Management Consulting Services		42,000.00	42,000.00		42,000.00		-	42,000.00	42,000.00	-
Assessors										
Article 4 3/16 STM - Legal & Appraisal Services		-	26,000.00	-	26,000.00		25,904.50	95.50	95.50	-
Human Resources										
Article 4 3/16 ATM - Compensation Adjustments		100,000.00	28,854.76		28,854.76	(28,854.76)	-	-	-	-
Article 4 3/17 ATM - Compensation Adjustments		-	100,000.00		100,000.00	(59,932.24)	-	40,067.76	40,067.76	-
Information Systems										
Article 6-1 3/12 ATM - Implement Service Desk System		-	4,000.00		4,000.00		-	4,000.00	4,000.00	-
Article 6-1 3/12 ATM - New Data Center		-	7,311.86		7,311.86		-	7,311.86	7,311.86	-
Article 6-1 3/13 ATM - Implement Financial/Personnel/Utility Software		-	125,523.29		125,523.29	(100,000.00)	24,684.00	839.29	-	839.29
Article 6-2 3/13 ATM - New Town-Wide Fiber Network Phase II		-	13,631.30		13,631.30		13,631.30	-	-	-
Article 6-1 #3 3/14 ATM - New Town-Wide Fiber Network Phase III		-	52,825.47		52,825.47		4,837.90	47,987.57	47,987.57	-
Article 6-1 #1 3/15 ATM - Redundant Fiber Link on Mayflower St.		-	63,000.00		63,000.00		-	63,000.00	63,000.00	-
Article 6-1 #1 3/16 ATM - F.D. Alpine Software Install		-	480.00		480.00		480.00	-	-	-
Article 7-1 #1 3/16 ATM - Replace Watchguard Firewall - TH		-	7,520.00		7,520.00		-	7,520.00	-	7,520.00
Article 7-1 #1 3/17 ATM - Information Systems Website Upgrade		14,000.00	14,000.00		14,000.00		8,450.00	5,550.00	5,550.00	-
Town Clerk										
Article 30 3/17 ATM - Electronic Balloting		35,000.00	35,000.00		35,000.00		24,048.20	10,951.80	10,951.80	-
Planning										
Article 28 3/16 ATM Zoning & Design Guidelines Hall's Corner		-	10,000.00		10,000.00		-	10,000.00	10,000.00	-
Article 35 3/16 ATM Update Master Plan		-	25,000.00		25,000.00	(25,000.00)	-	-	-	-
Article 17 3/11/2017 Review, Revision and Recodification of Duxbury Zoning By-Laws		75,000.00	75,000.00		75,000.00		1,790.85	73,209.15	73,209.15	-
Article 18 3/11/2017 Update of the Comprehensive (Master) Plan		40,000.00	40,000.00		40,000.00		20,281.37	19,718.63	19,718.63	-
Article 19 3/11/2017 Update the Zoning Map		10,000.00	10,000.00		10,000.00		-	10,000.00	10,000.00	-
<b>Total General Government:</b>		1,031,000.00	1,495,077.66	-	1,495,077.66	(247,087.00)	858,143.43	389,847.23	381,487.94	8,359.29
<b>Public Safety</b>										
Police										
Article 6-1 #6 3/17 ATM - Replace Two Unmarked Sedans		47,000.00	47,000.00		47,000.00		47,000.00	-	-	-
Article 6-1 #7 3/17 ATM - Purchase Protective Equipment		20,875.00	20,875.00		20,875.00		19,320.00	1,555.00	1,555.00	-
Article 7 #2 3/17 ATM - Purchase Advanced First Aid Kits (23)		4,561.00	4,561.00		4,561.00		4,526.39	34.61	-	34.61

TOWN OF DUXBURY  
Continued Appropriations  
General Fund

	Department	Departmental Retained Balances	Original Budget Voted from 3/17 ATM	Available Budget	Supplemental Appropriations Presented on FY 19 Recap	2018 Budget	Transfers	FY 2018 Expenditures To-Date	Balance As of 6/30/2018	Departmental Retained Balances	Balance Closed Out At Year-end
Fire											
Article #6-1 #9 3/17 ATM - Purchase Ambulance #3		-	279,000.00	279,000.00		279,000.00		279,000.00	-	-	-
Article 6-1 #9 3/15 ATM - Replace Fire & Police Off-Site Repeater Equipment		-	-	-		-		(6,402.00)	6,402.00	6,402.00	-
Article 7 #4 3/17 ATM - purchase IV Infusion Pumps (2)		-	13,748.00	13,748.00		13,748.00		-	13,748.00	13,748.00	-
Lands & Natural Resources											
Article 6-1 #11 3/17 ATM - Keene St. Ballfield Well Exploration		-	30,000.00	30,000.00		30,000.00		-	30,000.00	30,000.00	-
Article 6-1 #12 3/17 ATM - Replace 2005 Chevrolet 3500 with Prow L-22		-	75,000.00	75,000.00		75,000.00		65,941.83	9,058.17	9,058.17	-
Article 7 #5 3/17 ATM - Rehabilitation of Train & Keene St. Fields		-	10,000.00	10,000.00		10,000.00		-	10,000.00	10,000.00	-
Harbormaster/Beach Management											
Article 6-1 #9 3/15 ATM - Repair Town Pier		1,347.16	-	1,347.16		1,347.16		1,347.16	-	-	-
Article 7 #5 3/15 ATM - Purchase Dewatering Pumps (1)		425.54	-	425.54		425.54		-	425.54	425.54	-
Article 7 #7 3/15 ATM - Purchase Quick Mount Off-Road Winch		450.00	-	450.00		450.00		-	450.00	450.00	-
Article 7 #9 3/15 ATM - Purchase Mobile Radios (4)		500.00	-	500.00		500.00		433.56	66.44	66.44	-
Article 6-1 #11 3/16 ATM - Replace 200 HP Outboard Motors (2) Marine 4		7,815.00	-	7,815.00		7,815.00		7,815.00	-	-	-
Article 6-1 #12 3/16 ATM - Replace 90 HP Outboard Motor & Varnis Refit		17,944.00	-	17,944.00		17,944.00		10,038.31	7,905.69	7,905.69	-
Article 6-1 #10 3/17 ATM - Replace 2010 Pick-up Truck #193		17,944.00	-	17,944.00		17,944.00		38,739.24	2,874.76	2,874.76	-
Article 3 3/18 ATM - Replace Harbormaster 2011 Pickup Truck		-	41,605.00	41,605.00	41,520.00	41,605.00		-	41,520.00	41,520.00	-
<b>Total Public Safety:</b>		<b>28,481.70</b>	<b>521,789.00</b>	<b>550,270.70</b>	<b>41,520.00</b>	<b>591,790.70</b>	<b>-</b>	<b>467,750.49</b>	<b>124,040.21</b>	<b>114,977.83</b>	<b>9,092.78</b>
School											
Article 6-3 #18 3/17 ATM - Western Fiber Network Ring Closure		-	92,400.00	92,400.00		92,400.00		26,220.00	66,180.00	66,180.00	-
Article 6-3 #19 3/17 ATM - Public Access TV		-	72,917.00	72,917.00		72,917.00		58,797.35	14,119.65	14,119.65	-
Article 7 #9 3/17 ATM - Replace Chandler & Alden School LCD Projectors		-	14,521.00	14,521.00		14,521.00		14,065.00	456.00	456.00	-
Article 7 #10 3/17 ATM - Replace Chandler Gym Skylights (32)		-	14,000.00	14,000.00		14,000.00		13,139.50	860.50	860.50	-
Article 7 #11 3/17 ATM - Replace Allen Fire Exit Door		-	6,000.00	6,000.00		6,000.00		4,674.00	1,326.00	1,326.00	-
Article 7 #12 3/17 ATM - Purchase Storage Unit (1) Fieldhouse		-	7,500.00	7,500.00		7,500.00		7,500.00	-	-	-
Article 7 #13 3/17 ATM - Softball Field Fence		-	7,000.00	7,000.00		7,000.00		6,951.30	48.70	48.70	-
Article 7 #14 3/17 ATM - Replace Auto Scrubber 24"		-	8,000.00	8,000.00		8,000.00		8,000.00	-	-	-
<b>Total School</b>		<b>-</b>	<b>222,338.00</b>	<b>222,338.00</b>	<b>-</b>	<b>222,338.00</b>	<b>-</b>	<b>139,347.15</b>	<b>82,990.85</b>	<b>80,755.65</b>	<b>2,235.20</b>
Public Works											
DPW Administration											
Article 6-4 3/00 ATM - Town Landings		3,147.53	-	3,147.53		3,147.53		-	3,147.53	3,147.53	-
Article 6-4 3/01 ATM - Landings		50,000.00	-	50,000.00		50,000.00		-	50,000.00	50,000.00	-
Article 11 3/05 STM - Powder Point Bridge - Engineering		15,758.47	-	15,758.47		15,758.47		-	15,758.47	15,758.47	-
Article 6-1 #14 3/16 ATM - DPW Facility Feasibility Study		45,000.00	-	45,000.00		45,000.00		4,590.36	40,409.64	40,409.64	-
DPW Vehicle Maintenance											
Article 3 3/18 STM - Prior Year Bills		-	-	-	173.49	173.49		173.49	-	-	-
DPW - Highway											
Article 6-1 #13 3/17 ATM - COA Parking Lot Repairs		-	15,000.00	15,000.00		15,000.00		14,217.00	783.00	783.00	-
Article 6-1 #14 3/17 ATM - Replace 2005 Dump Truck H-17		-	184,845.00	184,845.00		184,845.00		179,499.00	5,346.00	5,346.00	-
Article 6-1 #15 3/17 ATM - Replace 2004 Volvo L-60 Loader		-	184,275.00	184,275.00		184,275.00		173,293.00	10,982.00	10,982.00	-
Article 6-1 #16 3/17 ATM - Replace Asphalt Hot Box		-	34,104.00	34,104.00		34,104.00		32,884.20	1,219.80	1,219.80	-

TOWN OF DUXBURY  
Continued Appropriations  
General Fund

	Department	Departmental Retained Balances	Original Budget Voted from 3/17 ATM	Available Budget	Supplemental Appropriations Presented on FY 19 Recap	2018 Budget	Transfers	FY 2018 Expenditures To-Date	Balance As of 6/30/2018	Departmental Retained Balances	Balance Closed Out At Year-end
Cemetery											
Article 6-1 #1/4 3/15 ATM - Cemetery Expansion Old Office Garage Site		5,279.83	-	5,279.83		5,279.83		1,016.21	4,263.62	4,263.62	
Facilities Management											
Article 7-1 #2 3/16 ATM - Replace Carpet New Town Hall Phase I		9,254.00	-	9,254.00		9,254.00		-	9,254.00	9,254.00	-
Article 6-1 #3 3/16 ATM - Replace Windows - Alden School Phase I		91,183.00	-	91,183.00		91,183.00		39,275.00	51,908.00	51,908.00	-
Article 6-1 #4 3/16 ATM - Replace Windows - Alden School Phase II		95,434.00	-	95,434.00		95,434.00		-	95,434.00	95,434.00	-
Article 6-1 #1 3/17 ATM - Replace Windows - Alden School Phase III		-	110,000.00	110,000.00		110,000.00		-	110,000.00	110,000.00	-
Article 6-1 #2 3/17 ATM - Repair Alden Library Roof		-	25,000.00	25,000.00		25,000.00		23,629.00	1,371.00	-	1,371.00
Article 6-1 #3 3/17 ATM - Girl Scout House Interior/Exterior Renovations		-	40,000.00	40,000.00		40,000.00		39,898.44	101.56	-	101.56
Article 6-1 #4 3/17 ATM - Rebuild Duxbury Free Library Chiller		-	65,000.00	65,000.00		65,000.00		65,000.00	-	-	-
Article 6-1 #5 3/17 ATM - Rebuild Alden Library Dehumidification		-	20,000.00	20,000.00		20,000.00		16,830.96	3,169.04	-	3,169.04
Article 7-3 3/17 ATM - Install Admin. & Training Rooms Dehumidification at Police Station		-	5,000.00	5,000.00		5,000.00		4,999.95	0.05	-	0.05
Article 7-6 3/17 ATM - Repair & Stain Crematory Exterior		-	8,000.00	8,000.00		8,000.00		7,600.00	400.00	-	400.00
<b>Total Public Works:</b>		315,056.83	691,224.00	1,006,280.83	173.49	1,006,454.32	-	602,906.61	403,547.71	380,175.26	23,372.45
<b>Culture &amp; Recreation</b>											
Council on Aging											
Article 6-1 #1/7 3/17 ATM - Senior Center Expansion Schematic Design		-	185,000.00	185,000.00		185,000.00		185,000.00	-	-	-
Library											
Article 6-1 #1/9 3/16 ATM - Replace Seating in Merry & Setter Rooms		3,468.48	-	3,468.48		3,468.48		3,313.03	155.45	-	155.45
Article 7-1 #7 3/17 ATM - Campus Entrance Curbing		-	7,850.00	7,850.00		7,850.00		-	7,850.00	7,850.00	-
Article 7-1 #8 3/16 ATM - Re-Upholster Public Seating Chairs (7)		900.00	-	900.00		900.00		-	900.00	293.00	607.00
North Hall											
Article 6-5 3/12 ATM - Phone System Upgrade		4,275.00	-	4,275.00		4,275.00		8,411.19	588.81	-	4,275.00
Article 7 #8 3/17 ATM - Replace Above Ground Fuel Depot		-	9,000.00	9,000.00		9,000.00		196,724.22	13,769.26	8,731.81	-
<b>Total Culture &amp; Recreation:</b>		8,643.48	201,850.00	210,493.48	-	210,493.48	-				5,037.45
<b>Total Balances:</b>		816,259.67	2,668,201.00	3,484,460.67	41,693.49	3,526,154.16	(247,087.00)	2,264,871.90	1,014,195.26	966,098.09	48,097.17

# ***Town of Duxbury***

## Fund 2200 School Cafeteria Analysis of Revenue & Expenditures

June 30, 2018

<i><b>Revenues:</b></i>	CAFETERIA	BREADBOARD	TOTALS
Lunchroom	\$ 728,687.02	\$ 11,095.00	\$ 739,782.02
Section 4: (Reduced Lunch)	\$ 55,311.04		\$ 55,311.04
Section 11: (Free Lunch)	\$ 51,192.44		\$ 51,192.44
State Aid: (Full Paid Lunch)	\$ 10,050.59		\$ 10,050.59
Federal Aid: Breakfast	\$ 879.68		\$ 879.68
	<u>\$ 846,120.77</u>	<u>\$ 11,095.00</u>	<u>\$ 857,215.77</u>
<i><b>Expenditures:</b></i>			
Personal Services	\$ 287,285.17		\$ 287,285.17
Food & Food Service Supplies	\$ 345,840.07	\$ 1,656.44	\$ 347,496.51
Other Charges	\$ 73,855.38		\$ 73,855.38
	<u>\$ 706,980.62</u>	<u>\$ 1,656.44</u>	<u>\$ 708,637.06</u>
Sub-Total:	\$ 139,140.15	\$ 9,438.56	\$ 148,578.71
Warrants Payable-FY2018	\$ 58,147.75		\$ 58,147.75
Warrants Payable-FY2017	\$ (2,198.50)		\$ (2,198.50)
Balance: July 1, 2017	<u>\$ 565,750.88</u>		<u>\$ 565,750.88</u>
Grand Total:	<u><u>\$ 760,840.28</u></u>	<u><u>\$ 9,438.56</u></u>	<u><u>\$ 770,278.84</u></u>

**Town of Duxbury**  
Fund 2400  
Town Federal Grants  
Analysis of Revenues and Expenditures  
June 30, 2018

	BALANCE FORWARD July 1, 2017	REVENUES	EXPENDITURES	BALANCE FORWARD June 30, 2018
<b>TOWN FEDERAL GRANTS:</b>				
Historical Commission:				
Housing/Community	\$ 147.90	\$ -	\$ -	\$ 147.90
Harbormaster:				
Pump Out Boat Consolidated	\$ (14,145.21)	\$ 10,000.00	\$ 15,502.00	\$ (19,647.21)
FY10 Port Security	\$ 88.32	\$ -	\$ -	\$ 88.32
Police Department				
FY14 SRPEDD	\$ 490.00	\$ -	\$ -	\$ 490.00
FY16 Highway Safety Traffic	\$ (1,677.94)	\$ 3,762.22	\$ 8,020.80	\$ (5,936.52)
FY15 Bullet Proof Vests	\$ (2,342.50)	\$ 2,342.50	\$ -	\$ -
FY17 Bullet Proof Vests	\$ -	\$ -	\$ 10,006.50	\$ (10,006.50)
Fire Department				
FY17 Emergency Mgmt Perform	\$ -	\$ 4,400.00	\$ 4,400.00	\$ -
Council on Aging				
Mastery Project (FY13)	\$ 1,550.99	\$ -	\$ 1,550.99	\$ -
Mastery Project (FY16)	\$ 3,456.46	\$ -	\$ 2,238.76	\$ 1,217.70
FY16 NCOA Flu & You	\$ 1,269.11	\$ -	\$ 477.76	\$ 791.35
Mastery Project (FY17)	\$ 999.00	\$ -	\$ -	\$ 999.00
Sub-Total:	\$ (10,163.87)	\$ 20,504.72	\$ 42,196.81	\$ (31,855.96)
Warrants Payable	\$ 1,330.80	\$ 1,276.00	\$ 1,330.80	\$ 1,276.00
<b>GRAND TOTAL:</b>	<b>\$ (8,833.07)</b>	<b>\$ 21,780.72</b>	<b>\$ 43,527.61</b>	<b>\$ (30,579.96)</b>

Fund 2500  
Town State Grants  
Analysis of Revenues and Expenditures  
June 30, 2018

	BALANCE FORWARD July 1, 2017	REVENUES	EXPENDITURES	BALANCE FORWARD June 30, 2018
<b>TOWN STATE GRANTS:</b>				
Town Clerk; Extended Polling Hrs.	\$ 30,727.62	\$ -	\$ -	\$ 30,727.62
Conservation Comm:Fish Ladder	\$ 20,228.23	\$ -	\$ -	\$ 20,228.23
FY09 CZM-Crescent St.:Storm Mit.	\$ 10,935.83	\$ -	\$ -	\$ 10,935.83
FY15 Coastal Resiliency Grant	\$ 6,800.00	\$ -	\$ -	\$ 6,800.00
Temple Street Dam	\$ -	\$ 7,500.00	\$ 20,000.00	\$ (12,500.00)
Police Department:				
FY13 E-911 Training	\$ (45,172.02)	\$ -	\$ -	\$ (45,172.02)
FY15 Bullet Proof Vests	\$ (2,342.50)	\$ -	\$ -	\$ (2,342.50)
FY17 Bullet Proof Vests	\$ -	\$ -	\$ 10,006.50	\$ (10,006.50)
Fire Department:				
MCI Trailer	\$ 8,568.39	\$ 4,000.00	\$ 1,792.65	\$ 10,775.74
State Wide Ambulance Task	\$ 786.63	\$ -	\$ -	\$ 786.63
FY10 MEMA-Fire-CEMP	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00
FY14 E-911 Training	\$ 1,956.73	\$ -	\$ -	\$ 1,956.73
FY15 E-911 Training	\$ (428.74)	\$ -	\$ -	\$ (428.74)
FY16 E-911 Training	\$ 17,150.78	\$ -	\$ -	\$ 17,150.78
FY17 E-911 Training	\$ 0.01	\$ -	\$ -	\$ 0.01
FY14 SAFE Grant	\$ 0.05	\$ -	\$ -	\$ 0.05
FY15 SAFE Grant	\$ 0.19	\$ -	\$ -	\$ 0.19
FY16 SAFE Grant	\$ 1,967.25	\$ -	\$ -	\$ 1,967.25
FY17 SAFE Grant	\$ 3,675.42	\$ -	\$ 3,674.24	\$ 1.18
FY18 SAFE Grant	\$ -	\$ 6,923.00	\$ 730.91	\$ 6,192.09
FY14 E-911 Support	\$ 37,667.90	\$ -	\$ -	\$ 37,667.90
FY15 E-911 Support	\$ (1,468.11)	\$ -	\$ -	\$ (1,468.11)
FY16 E-911 Support	\$ (18,124.65)	\$ -	\$ -	\$ (18,124.65)
FY17 E-911 Support	\$ (11,662.27)	\$ 11,662.27	\$ -	\$ -
FY17 Development	\$ (26,986.60)	\$ 76,897.36	\$ 49,910.76	\$ -
State Haz Material Training Grant	\$ (213.84)	\$ 10,214.13	\$ 11,909.91	\$ (1,909.62)
Regional Dispatch:				
FY18 E-911 Training Grant	\$ -	\$ 20,209.86	\$ 24,958.36	\$ (4,748.50)
FY18 E-911 Support Grant	\$ -	\$ 266,865.12	\$ 295,088.98	\$ (28,223.86)
FY18 Development Grant	\$ -	\$ 67,339.63	\$ 438,336.83	\$ (370,997.20)
PSAP Leadership Scholarship Prog	\$ -	\$ 8,722.08	\$ 8,786.32	\$ (64.24)
Inspectional Services:				
Medical Reserve Corp.	\$ 27,197.32	\$ 8,988.29	\$ 11,520.38	\$ 24,665.23
DPW Management:				
Hall's Corner	\$ 3,300.00	\$ -	\$ -	\$ 3,300.00
FY11 Survey &Design Beach Seawll	\$ 34,410.00	\$ -	\$ -	\$ 34,410.00
RDP Program	\$ 10,543.86	\$ 13,200.00	\$ 12,800.00	\$ 10,943.86
Council on Aging:				
FY11 Elder Lunch Program	\$ (35.01)	\$ -	\$ -	\$ (35.01)
FY18 Elder Lunch Program	\$ -	\$ 3,947.00	\$ 493.37	\$ 3,453.63
FY11 Chronic Disease Managemnt	\$ 1,100.57	\$ -	\$ 550.00	\$ 550.57
FY13 Chronic Disease Managemnt	\$ 1,232.86	\$ -	\$ 10.47	\$ 1,222.39
FY12 Service Incentive	\$ 200.00	\$ -	\$ -	\$ 200.00
FY14 Service Incentive	\$ (57.05)	\$ -	\$ -	\$ (57.05)
FY17 Service Incentive	\$ (338.36)	\$ 430.82	\$ -	\$ 92.46
FY18 Service Incentive	\$ -	\$ -	\$ 916.41	\$ (916.41)
Formula Grant	\$ 3,130.81	\$ 34,178.71	\$ 37,309.52	\$ -
Building Improvement Grant	\$ -	\$ -	\$ 50,000.00	\$ (50,000.00)
Library:				
State Aid to Library	\$ 22,880.64	\$ 18,590.49	\$ 16,645.00	\$ 24,826.13
Net Lender Program	\$ 8,972.41	\$ -	\$ -	\$ 8,972.41
Duxbury Cultural Council	\$ 7,686.11	\$ 4,615.48	\$ 8,000.00	\$ 4,301.59
State Board of Retirement	\$ 650.91	\$ 4,564.92	\$ 2,282.46	\$ 2,933.37
Planning:				
Compact Grant-Comp. RRC Plans	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -
Compact Grant-Comp. Master Plan	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00
SUB-TOTAL:	\$ 157,441.37	\$ 588,849.16	\$ 1,015,723.07	\$ (269,432.54)
Warrants Payable:	\$ 3,159.96	\$ 358,287.02	\$ 3,159.96	\$ 358,287.02
<b>GRAND TOTAL:</b>	<b>\$ 160,601.33</b>	<b>\$ 947,136.18</b>	<b>\$ 1,018,883.03</b>	<b>\$ 88,854.48</b>

**TOWN OF DUXBURY**  
**Fund 2600**  
**Town Receipts Reserved For Appropriation**  
**Analysis of Revenues and Expenditures**  
**June 30, 2018**

	<b>BALANCE FORWARD July 1, 2017</b>	<b>REVENUES</b>	<b>EXPENDITURES</b>	<b>BALANCE FORWARD June 30, 2018</b>
Cemetery				
Sale of Lots & Burial Rights	\$ 86,715.37	\$ 66,775.00	\$ -	\$ 153,490.37
Fire Dept.				
Code Fines	\$ 200.00	\$ 100.00		\$ 300.00
Ambulance Receipts	\$ 100,000.00	\$ 50,000.00	\$ 100,000.00	\$ 50,000.00
Select/Town Manager				
Sale of Real Estate	\$ 208,125.00		\$ 15,932.00	\$ 192,193.00
Harbormaster				
Waterways Improv	\$ 281,039.29	\$ 180,087.93	\$ 184,372.50	\$ 276,754.72
Public Works				
Trans. Receipts Res		\$ 514.30		\$ 514.30
<b>GRAND TOTAL:</b>	<b>\$ 676,079.66</b>	<b>\$ 297,477.23</b>	<b>\$ 300,304.50</b>	<b>\$ 673,252.39</b>

**Fund 2700**  
**Town Revolving Funds**  
**Analysis of Revenues and Expenditures**  
**June 30, 2018**

	<b>BALANCE FORWARD July 1,2017</b>	<b>REVENUES</b>	<b>EXPENDITURES</b>	<b>BALANCE FORWARD June 30,2018</b>
<b>TOWN REVOLVING:</b>				
Conservation Commission:				
Jaycox Farm Ch 44, S53 1/2	\$ 1,768.02	\$ 7,470.00	\$ 9,000.00	\$ 238.02
Cemetery:				
Insurance Recovery	\$ -	\$ 11,185.50	\$ 11,185.50	\$ -
Police:				
Insurance Recovery	\$ 2,705.00	\$ -	\$ -	\$ 2,705.00
Law Enforcement	\$ 2,192.17	\$ 10,757.00	\$ 500.00	\$ 12,449.17
Police Details	\$ (60,037.77)	\$ 325,585.94	\$ 365,548.68	\$ (100,000.51)
Fire:				
Insurance Recovery	\$ 600.82	\$ 132,903.13	\$ 132,457.83	\$ 1,046.12
Hazardous Incidents	\$ 1,444.00	\$ -	\$ 420.88	\$ 1,023.12
Harbormaster:				
Insurance Recovery	\$ 5,807.26	\$ 14,654.50	\$ 14,654.50	\$ 5,807.26
Dispatchers:				
Regional Dispatch Services	\$ 35.16	\$ 177,558.75	\$ 140,730.53	\$ 36,863.38
Highway:				
Insurance Recovery	\$ 12,001.85	\$ 170.00	\$ 170.00	\$ 12,001.85
Lands & Natural:				
Insurance Recovery	\$ (5,684.66)	\$ 1,092.60	\$ 1,092.60	\$ (5,684.66)
Library				
Insurance Recovery	\$ 111.04	\$ -	\$ -	\$ 111.04
School:				
Insurance Recovery		\$ 60,340.03	\$ 60,205.72	\$ 134.31
Transfer Station				
Insurance Recovery	\$ 1,200.00	\$ -	\$ -	\$ 1,200.00
Council on Aging:				
Program Activities	\$ 34,636.46	\$ 46,393.79	\$ 36,576.50	\$ 44,453.75
Respite	\$ 19,007.07	\$ 101,506.00	\$ 83,551.19	\$ 36,961.88
Bingo	\$ 3,330.71	\$ 595.00	\$ 1,673.96	\$ 2,251.75
Life Long Learning	\$ 10,451.33	\$ 16,150.00	\$ 11,164.38	\$ 15,436.95
Insurance Recovery	\$ 320.67	\$ 1,873.48	\$ 1,873.48	\$ 320.67
Recreation:				
Insurance Recovery	\$ 6,290.79	\$ -	\$ -	\$ 6,290.79
Selectmen:				
Insurance Recovery	\$ (0.01)	\$ 32,228.23	\$ 28,475.04	\$ 3,753.18
<b>SUB-TOTAL</b>	<b>\$ 36,179.91</b>	<b>\$ 940,463.95</b>	<b>\$ 899,280.79</b>	<b>\$ 77,363.07</b>
Warrants Payable	\$ 29,876.06	\$ 2,788.56	\$ 29,876.06	\$ 2,788.56
<b>GRAND TOTAL</b>	<b>\$ 66,055.97</b>	<b>\$ 943,252.51</b>	<b>\$ 929,156.85</b>	<b>\$ 80,151.63</b>

# TOWN OF DUXBURY

Fund 2710

Recreation Revolving Fund

Analysis of Revenues & Expenditures

June 30, 2018

	BALANCE FORWARD July 1, 2017	REVENUES	EXPENDITURES	ENDING BALANCE June 30, 2018
Light Usage Fees	\$ -	\$ 1,932.50	\$ 2,636.47	\$ (703.97)
Field Usage	\$ -	\$ 18,163.00	\$ 10,905.99	\$ 7,257.01
Basketball Program	\$ -	\$ 57,931.21	\$ 45,270.61	\$ 12,660.60
Baseball Camp	\$ -	\$ 2,370.40	\$ 1,469.49	\$ 900.91
Soccer Program	\$ -	\$ 7,471.87	\$ 6,025.16	\$ 1,446.71
Tennis	\$ -	\$ 16,023.90	\$ 10,473.97	\$ 5,549.93
Field Hockey	\$ -	\$ 9,987.90	\$ 5,513.32	\$ 4,474.58
Flag Football	\$ -	\$ 10,678.26	\$ 9,080.00	\$ 1,598.26
Ice Saking	\$ -	\$ 4,495.00	\$ 4,147.00	\$ 348.00
Martial Arts	\$ -	\$ 310.00	\$ 90.00	\$ 220.00
After School Athletics	\$ -	\$ 11,270.00	\$ 9,250.00	\$ 2,020.00
Horsemanship	\$ -	\$ 6,595.00	\$ 6,120.00	\$ 475.00
Kids Playground	\$ -	\$ 23,025.00	\$ 20,507.20	\$ 2,517.80
Turkey Race	\$ -	\$ 2,300.00	\$ 2,612.51	\$ (312.51)
Easter Egg Hunt	\$ -	\$ -	\$ 1,073.63	\$ (1,073.63)
Boot Camp	\$ -	\$ 3,140.00	\$ 2,176.00	\$ 964.00
Volleyball	\$ -	\$ 18,240.00	\$ 16,420.00	\$ 1,820.00
Friday Night Lights	\$ -	\$ 6,586.52	\$ 3,381.45	\$ 3,205.07
Administrative Expenses	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
	<u>\$ 10,000.00</u>	<u>\$ 200,520.56</u>	<u>\$ 157,152.80</u>	<u>\$ 53,367.76</u>
Transfer to General Fund as Revenue for the Town				<u>\$ (40,724.20)</u>
			Sub Total:	\$ 12,643.56
Encumbred Expenses				\$ 2,643.56
Remains in Revolving Fund				\$ 10,000.00
Recreation Programs - Fiscal Year 2019				\$ 37,138.65
Warrants Payable				\$ 10,762.55
Total:				<u><u>\$ 60,544.76</u></u>

**Town of Duxbury**  
Fund 2900  
Town Gift Funds  
Analysis of Revenues and Expenditures  
June 30, 2018

	BALANCE FORWARD July 1, 2017	REVENUES	EXPENDITURES	BALANCE FORWARD June 30, 2018
<b>SPECIAL REVENUE:</b>				
<b>Selectmen:</b>				
Comm on Disability	\$ 101.65			\$ 101.65
Bluefish Firehouse	\$ 2,524.75	\$ -	\$ -	\$ 2,524.75
PEG Access Support	\$ 578,604.60	\$ 403,471.94	\$ 475,417.00	\$ 506,659.54
Alden St. Sidewalk Donations	\$ 3,825.00	\$ -	\$ -	\$ 3,825.00
Historical Grant	\$ 700.00	\$ -	\$ -	\$ 700.00
Beach Reservation	\$ (58,020.57)	\$ 254,590.43	\$ 303,447.87	\$ (106,878.01)
Agricultural Comm	\$ 193.35	\$ -	\$ -	\$ 193.35
<b>Police:</b>				
K-9 Donations	\$ 524.82	\$ 25,528.67	\$ 6,551.13	\$ 19,502.36
DARE Programs	\$ 3,538.63	\$ 512.00	\$ 3,277.81	\$ 772.82
Police Athletic League (PAL)	\$ 37.08	\$ -	\$ -	\$ 37.08
Contribution & Gifts	\$ 67.32	\$ 100.00	\$ 58.95	\$ 108.37
Dedicated Gifts	\$ (58.95)	\$ -	\$ (58.95)	\$ -
<b>Fire:</b>				
Contribution & Gifts	\$ 2,963.02	\$ 530.00	\$ 2,359.81	\$ 1,133.21
Dedicated Gift	\$ 1,438.68	\$ 5,000.00	\$ 4,090.06	\$ 2,348.62
FD Train.Sponsored by SRPEDD	\$ (8,269.16)	\$ 10,913.40	\$ 8,743.40	\$ (6,099.16)
Entergy - Administration & Tech.	\$ 57,060.37	\$ 85,000.00	\$ 98,638.18	\$ 43,422.19
Entergy - Equipment -Radios	\$ -	\$ 6,465.60	\$ 5,903.22	\$ 562.38
Animal Control:Shelter Improvemnt	\$ 32,675.09	\$ 20,020.00	\$ 4,526.70	\$ 48,168.39
<b>DPW Management:</b>				
Compost Bins	\$ 205.00	\$ -	\$ -	\$ 205.00
<b>Cemetery:</b>				
Dedicated Gift	\$ 102.00	\$ -	\$ -	\$ 102.00
<b>Council on Aging:</b>				
Donation & Gifts-FRIENDS	\$ 5,525.55	\$ 45,750.95	\$ 48,709.77	\$ 2,566.73
Gifts & Contributions	\$ 1,804.00	\$ 8,469.00	\$ 1,847.72	\$ 8,425.28
GATRA	\$ (19,660.01)	\$ 100,489.48	\$ 96,357.76	\$ (15,528.29)
<b>Library:</b>				
Contribution & Gifts	\$ 13,017.60	\$ 15,000.00	\$ 11,114.66	\$ 16,902.94
Reading Garden Gift	\$ 919.07	\$ -	\$ 919.07	\$ -
<b>Veterans Services:</b>				
Gifts & Donations	\$ 300.00	\$ -	\$ -	\$ 300.00
<b>Pool:</b>				
Donations & Gifts	\$ 250.00		\$ 250.00	\$ -
Friends of Pool Gift	\$ 274.84		\$ 242.73	\$ 32.11
War Memorials	\$ 12,025.30	\$ -	\$ -	\$ 12,025.30
375th Anniversary Celebration	\$ 375.00	\$ -	\$ -	\$ 375.00
So.Shore Comm.Partners In Prev.	\$ 300.00	\$ -	\$ -	\$ 300.00
MIIA Ergonomics Flex Grant	\$ 26.49	\$ -	\$ -	\$ 26.49
MIIA Flex Grant	\$ -	\$ 35,423.00	\$ 23,261.00	\$ 12,162.00
MIIA Rewards Grant	\$ -	\$ 625.00		\$ 625.00
	<u>\$ 633,370.52</u>	<u>\$ 1,017,889.47</u>	<u>\$ 1,095,657.89</u>	<u>\$ 555,602.10</u>
<b>Warrants Payable:</b>				
	\$ 31,513.06	\$ 27,553.71	\$ 31,513.06	\$ 27,553.71
<b>GRAND TOTAL:</b>	<u>\$ 664,883.58</u>	<u>\$ 1,045,443.18</u>	<u>\$ 1,127,170.95</u>	<u>\$ 583,155.81</u>

***Town of Duxbury***  
**Fund 2450**  
**School Federal Grants**  
**Analysis of Revenues and Expenditures**  
**June 30, 2018**

	BALANCE FORWARD July 1, 2017	REVENUES	EXPENDITURES	BALANCE FORWARD June 30, 2018
<b>FEDERAL GRANTS:</b>				
FY17 SPED 94-142	\$ 53,407.92	\$ -	\$ 53,407.92	\$ -
FY16 Early Childhood	\$ 0.01	\$ -	\$ -	\$ 0.01
FY17 Teacher Quality	\$ 11,003.25	\$ -	\$ 11,003.25	\$ -
FY17 SPED Prog Improvements	\$ 12,358.05	\$ (1,578.84)	\$ 10,779.21	\$ -
FY17 Title I	\$ 1,614.92	\$ 136.00	\$ 607.43	\$ 1,143.49
FY18 Teacher Quality	\$ -	\$ 46,524.00	\$ 46,457.01	\$ 66.99
FY18 SPED 94-142	\$ -	\$ 708,280.00	\$ 685,540.92	\$ 22,739.08
FY18 Early Childhood	\$ -	\$ 8,927.00	\$ 15,427.36	\$ (6,500.36)
FY18 Title I	\$ -	\$ 81,965.00	\$ 81,858.35	\$ 106.65
FY18 TITLE IV PT A(TIVA)	\$ -	\$ 1,788.00	\$ 1,753.12	\$ 34.88
Sub-Total	<u>\$ 78,384.15</u>	<u>\$ 846,041.16</u>	<u>\$ 906,834.57</u>	<u>\$ 17,590.74</u>
Warrants Payable	\$ 11,651.08	\$ 4,365.50	\$ 11,651.08	\$ 4,365.50
Accrued Payroll Payables	\$ 2,334.24	\$ 2,373.44	\$ 1,750.68	\$ 2,957.00
Grand Total:	<u><u>\$ 92,369.47</u></u>	<u><u>\$ 852,780.10</u></u>	<u><u>\$ 920,236.33</u></u>	<u><u>\$ 24,913.24</u></u>

**Fund 2550**  
**School State Grants**  
**Analysis of Revenues and Expenditures**  
**June 30, 2018**

	BALANCE FORWARD July 1, 2017	REVENUES	EXPENDITURES	BALANCE FORWARD June 30, 2018
<b>STATE GRANTS:</b>				
FY13 Circuit Breaker	\$ 5,556.65	\$ -	\$ 5,556.65	\$ -
FY15 Circuit Breaker	\$ 7,800.00	\$ -	\$ 7,800.00	\$ -
FY17 Circuit Breaker	\$ 448,186.08	\$ -	\$ 448,186.08	\$ -
FY18 Circuit Breaker	\$ -	\$ 669,057.00	\$ 187,010.68	\$ 482,046.32
Big Yellow School Bus Grant	\$ -	\$ 200.00	\$ -	\$ 200.00
Sub-total	<u>\$ 461,542.73</u>	<u>\$ 669,257.00</u>	<u>\$ 648,553.41</u>	<u>\$ 482,246.32</u>
Warrants Payable	\$ 21,703.84	\$ 39,438.25	\$ 21,703.84	\$ 39,438.25
Grand Total	<u><u>\$ 483,246.57</u></u>	<u><u>\$ 708,695.25</u></u>	<u><u>\$ 670,257.25</u></u>	<u><u>\$ 521,684.57</u></u>

**Town of Duxbury**  
**Fund 2750**  
**School Revolving Funds**  
**Analysis of Revenues and Expenditures**  
**June 30, 2018**

	BALANCE FORWARD July 1, 2017	REVENUES	EXPENDITURES	BALANCE FORWARD June 30, 2018
<b>REVOLVING ACCOUNTS</b>				
Before & After Dark	\$ 73,587.41	\$ 173,951.04	\$ 155,589.95	\$ 91,948.50
Driver Education	\$ 43,879.60	\$ 37,003.98	\$ 37,840.16	\$ 43,043.42
Music Program	\$ 22,945.47	\$ 24,945.00	\$ 26,844.64	\$ 21,045.83
Magic Dragon	\$ 246,794.95	\$ 1,097,301.65	\$ 1,157,215.87	\$ 186,880.73
KED/After School Program	\$ 145,061.22	\$ 447,863.06	\$ 503,107.72	\$ 89,816.56
Building Use	\$ 377,387.83	\$ 67,184.33	\$ 78,223.97	\$ 366,348.19
Sub-Total	\$ 909,656.48	\$ 1,848,249.06	\$ 1,958,822.31	\$ 799,083.23
Athletic Association	\$ 95,986.06	\$ 503,917.38	\$ 478,884.26	\$ 121,019.18
Integrated PreSchool	\$ 74,829.62	\$ 122,450.46	\$ 82,434.38	\$ 114,845.70
Tuition Revolving	\$ 188,682.74	\$ 110,038.60	\$ 83,272.79	\$ 215,448.55
Tuition-Step Program	\$ (2,577.94)	\$ 25,525.00	\$ 13,178.94	\$ 9,768.12
Co-Curricular-DMS School	\$ 68,907.54	\$ 22,855.00	\$ -	\$ 91,762.54
Co-Curricular-High School	\$ 131,457.36	\$ 60,036.63	\$ 3,034.00	\$ 188,459.99
Full Day Kindergarden Program	\$ 151,597.70	\$ 550,806.78	\$ 493,032.82	\$ 209,371.66
Sub-Total	\$ 708,883.08	\$ 1,395,629.85	\$ 1,153,837.19	\$ 950,675.74
Bus Transportation	\$ 80,850.29	\$ 207,443.75	\$ 204,206.87	\$ 84,087.17
Performing Arts Center	\$ 22,041.76	\$ 22,640.00	\$ 4,255.50	\$ 40,426.26
Parking Fees	\$ 59,411.16	\$ 27,550.00	\$ 13,206.86	\$ 73,754.30
DPS ART Cards	\$ 6,161.87	\$ -	\$ 5,944.12	\$ 217.75
Community Part. For Children	\$ 133.66	\$ -	\$ -	\$ 133.66
Book Fund	\$ 11,402.52	\$ 423.89	\$ 2,365.07	\$ 9,461.34
Computer Insurance	\$ 43,489.03	\$ 25,193.40	\$ 49,951.90	\$ 18,730.53
Sub-Total	\$ 223,490.29	\$ 283,251.04	\$ 279,930.32	\$ 226,811.01
<b>STUDENT ACTIVITIES:</b>				
Alden School Activities	\$ 19,220.10	\$ 25,285.97	\$ 20,024.00	\$ 24,482.07
Chandler School Activities	\$ 435.99	\$ 9,130.27	\$ 7,021.49	\$ 2,544.77
DMS Student Activities	\$ 5,356.43	\$ 75,929.85	\$ 77,183.85	\$ 4,102.43
High School Activities	\$ 43,166.99	\$ 531,699.69	\$ 508,754.23	\$ 66,112.45
Student Activities Total	\$ 68,179.51	\$ 642,045.78	\$ 612,983.57	\$ 97,241.72
Revolving Account Total	\$ 1,910,209.36	\$ 4,169,175.73	\$ 4,005,573.39	\$ 2,073,811.70
<b>PREPAID PROGRAMS FY 2019</b>				
School Bus Transportation	\$ 156,500.00	\$ 119,700.00	\$ 156,500.00	\$ 119,700.00
Intergrated PreSchool	\$ 15,229.20	\$ 17,404.80	\$ 15,229.20	\$ 17,404.80
KED/Extended Summer Program	\$ 39,076.45	\$ 47,959.74	\$ 39,076.45	\$ 47,959.74
Full Day Kindergarden Program	\$ 81,700.00	\$ 79,800.00	\$ 81,700.00	\$ 79,800.00
	\$ 292,505.65	\$ 264,864.54	\$ 292,505.65	\$ 264,864.54
Warrants Payable	\$ 43,222.56	\$ 41,366.29	\$ 43,222.56	\$ 41,366.29
Accrued Payrolls Payable	\$ 102,538.16	\$ 115,343.97	\$ 126,075.82	\$ 91,806.31
<b>GRAND TOTAL:</b>	<b>\$ 2,348,475.73</b>	<b>\$ 4,590,750.53</b>	<b>\$ 4,467,377.42</b>	<b>\$ 2,471,848.84</b>

***Town of Duxbury***  
Fund 2950  
School Gift Funds  
Analysis of Revenues and Expenditures  
June 30, 2018

	<u>BALANCE FORWARD July 1, 2017</u>	<u>REVENUES</u>	<u>EXPENDITURES</u>	<u>BALANCE FORWARD June 30, 2018</u>
<b>GIFT ACCOUNTS:</b>				
Duxbury Foundation	\$ 77,778.05	\$ 45,529.00	\$ 85,091.36	\$ 38,215.69
School Small Gifts	\$ 28,609.72	\$ 2,039.10	\$ 9,918.04	\$ 20,730.78
Spec.Edu.Reserve Fund	\$ 400,000.00	\$ 226,531.00	\$ 386,643.35	\$ 239,887.65
TOTAL:	<u>\$ 506,387.77</u>	<u>\$ 274,099.10</u>	<u>\$ 481,652.75</u>	<u>\$ 298,834.12</u>
Warrants Payable	\$ 4,657.84	\$ 15,887.31	\$ 4,657.84	\$ 15,887.31
GRAND TOTAL:	<u><u>\$ 511,045.61</u></u>	<u><u>\$ 289,986.41</u></u>	<u><u>\$ 486,310.59</u></u>	<u><u>\$ 314,721.43</u></u>

**TOWN OF DUXBURY**  
**Fund 2800 - Community Preservation Fund**  
**Article Balance Analysis**  
**Period ending June 30, 2018**

Department	Prior Year Article Balances	Original Budget Voted from 3/17 ATM	Available Budget	Supplemental Appropriations Presented on FY 19 Recap	Total Balance 7/1/2017	FY 2018 Expenditures To-Date	Balance As of 6/30/2018	Departmental Retained Balances	Balance Closed Out At Year-end
CPC Operating Costs									
Article 21 3/13 ATM - Operating Expenses	12,600.00	-	12,600.00		12,600.00	10,508.06	2,091.94	-	2,091.94
Article 24 3/16 ATM - Operating Expenses	5,900.00	-	5,900.00		5,900.00	5,900.00	-	-	-
Article 20 3/17 ATM - Operating Expenses	-	30,640.00	30,640.00		30,640.00	14,262.38	16,377.62	-	16,377.62
<b>Total Operating Costs</b>	<b>18,500.00</b>	<b>30,640.00</b>	<b>49,140.00</b>	<b>-</b>	<b>49,140.00</b>	<b>30,670.44</b>	<b>18,469.56</b>	<b>-</b>	<b>18,469.56</b>
Historical									
Article 19 3/14 ATM - Historical Archive Digital Scanner	1,965.34		1,965.34		1,965.34	-	1,965.34	1,965.34	-
Article 20 3/14 ATM Surveying Historic Properties	12,000.00		12,000.00		12,000.00	12,000.00	-	-	-
Article #30 - Purchase & Install Directional, Educational and Recreational Public Service Signs at Various Public Access Points	18,000.00		18,000.00		18,000.00	-	18,000.00	18,000.00	-
Article #24 3/17 ATM - Moisture Assessment & Repair Alden House Historic Site	2,000.00	-	2,000.00		2,000.00	-	2,000.00	2,000.00	-
Article #25 3/17 ATM - Window restoration at the Bradford House	-	13,000.00	13,000.00		13,000.00	-	13,000.00	13,000.00	-
Article #25 3/17 ATM - Window restoration at the Bradford House	-	42,000.00	42,000.00		42,000.00	42,000.00	-	-	-
Article #26 3/17 ATM - Restoration Standish Cemetery	-	52,753.00	52,753.00		52,753.00	42,573.40	10,179.60	10,179.60	-
<b>Total Historical:</b>	<b>33,965.34</b>	<b>107,753.00</b>	<b>141,718.34</b>	<b>-</b>	<b>141,718.34</b>	<b>96,573.40</b>	<b>45,144.94</b>	<b>45,144.94</b>	<b>-</b>
Housing									
Article 26 3/08 ATM - Housing Assistance Program	318,782.60		318,782.60		318,782.60	-	318,782.60	318,782.60	-
Article 21 3/09 ATM - Temple Street Affordable Housing	3,698.00		3,698.00		3,698.00	-	3,698.00	3,698.00	-
Article 27 3/11 ATM - Homeownership Assistance Program	330,000.00		330,000.00		330,000.00	120,742.24	209,257.76	209,257.76	-
Article #26 3/13 ATM - Affordable Housing - Temple St.	165,000.00		165,000.00		165,000.00	-	165,000.00	165,000.00	-
<b>Total Housing:</b>	<b>817,480.60</b>	<b>-</b>	<b>817,480.60</b>	<b>-</b>	<b>817,480.60</b>	<b>120,742.24</b>	<b>696,738.36</b>	<b>696,738.36</b>	<b>-</b>
Open Space									
Article 24 3/11 ATM - Blairhaven Purchase	63,232.84		63,232.84		63,232.84	10,447.50	52,785.34	52,785.34	-
Article 7 3/16 STM - Merry Property Purchase Costs	101,230.03	-	101,230.03		101,230.03	12.90	101,217.13	101,217.13	-
Article #4 3/17 STM - Old Cordwood Path - Land Purchase	39,892.21		39,892.21		39,892.21	-	39,892.21	39,892.21	-
Article #22 3/17 ATM - Irrigation System for Jaycox Tree Farm	-	25,000.00	25,000.00		25,000.00	14,276.14	10,723.86	10,723.86	-
<b>Total Open Space:</b>	<b>204,355.08</b>	<b>25,000.00</b>	<b>229,355.08</b>	<b>-</b>	<b>229,355.08</b>	<b>24,736.54</b>	<b>204,618.54</b>	<b>204,618.54</b>	<b>-</b>
Unclassified									
Article #23 3/17 ATM - Transfer to Cons. Trust Fund	-	100,000.00	100,000.00		100,000.00	100,000.00	-	-	-
<b>Total C.P.A. Fund Balances:</b>	<b>1,074,301.02</b>	<b>263,393.00</b>	<b>1,337,694.02</b>	<b>-</b>	<b>1,337,694.02</b>	<b>372,722.62</b>	<b>964,971.40</b>	<b>946,501.84</b>	<b>18,469.56</b>

# Town of Duxbury

## Water Enterprise Fund 6100 Revenues and Expenditures Fiscal Year 2018

	Budget	Actual		Excess Revenue to Retained Earnings
<b>Revenues</b>				
User Charges	\$ 2,502,333.00	\$ 3,093,409.58		\$ 591,076.58
Transfers from Retained Earnings	\$ -	\$ -		\$ -
	<u>\$ 2,502,333.00</u>	<u>\$ 3,093,409.58</u>		<u>\$ 591,076.58</u>
	Appropriation	Expenditure	Encumbered	Return to Retained Earnings
<b>Expenditures</b>				
Salaries	\$ 770,289.00	\$ 765,510.95	\$ 271.52	\$ 4,506.53
Police Details	\$ 11,000.00	\$ 4,567.22		\$ 6,432.78
Retirement	\$ 128,429.00	\$ 116,429.00	\$ 12,000.00	\$ -
Life Insurance	\$ 244.00	\$ 86.58		\$ 157.42
Medicare	\$ 10,152.00	\$ 11,274.37		\$ (1,122.37)
Workers Compensation	\$ 24,656.00	\$ 14,732.36		\$ 9,923.64
Electric	\$ 158,000.00	\$ 165,679.78	\$ 7,091.26	\$ (14,771.04)
Gas and Oil	\$ 23,000.00	\$ 30,692.12	\$ 10.65	\$ (7,702.77)
Marshfield Water	\$ 70,000.00	\$ 75,856.20		\$ (5,856.20)
Computer Equipment Maintenance Services	\$ 12,000.00	\$ 12,416.58		\$ (416.58)
Office Equipment Maintenance Services	\$ 3,000.00	\$ 3,000.00	\$ 306.00	\$ (306.00)
Vehicle Maintenance Services	\$ 4,000.00	\$ 7,689.13		\$ (3,689.13)
Building & Grds. Maintenance Services	\$ 7,000.00	\$ 10,988.00		\$ (3,988.00)
Equipment Maintenance Services	\$ 10,000.00	\$ 5,885.63		\$ 4,114.37
Well Rehabilitation	\$ 136,000.00	\$ 72,428.94		\$ 63,571.06
Consulting Services	\$ 15,000.00	\$ 27,050.00		\$ (12,050.00)
Training/Educations Programs	\$ 6,000.00	\$ 2,443.00		\$ 3,557.00
Financial Audit	\$ 2,000.00	\$ 2,000.00		\$ -
Legal Services	\$ -	\$ -		\$ -
Telephone	\$ 9,000.00	\$ 8,906.76	\$ 345.79	\$ (252.55)
Printing	\$ 5,000.00	\$ 3,043.96		\$ 1,956.04
Postage	\$ 6,000.00	\$ 5,350.75		\$ 649.25
Advertising	\$ 1,100.00	\$ -		\$ 1,100.00
Testing	\$ 28,000.00	\$ 12,409.00	\$ 5,250.00	\$ 10,341.00
Office & Computer Supplies	\$ 4,000.00	\$ 2,019.47		\$ 1,980.53
Bldg. & Grds Maintenance Supplies	\$ 12,000.00	\$ 12,495.24		\$ (495.24)
Equipment Repairs & Mnt. Supplies	\$ 27,000.00	\$ 9,338.27	\$ 358.74	\$ 17,302.99
Small Tools	\$ 1,000.00	\$ 445.85		\$ 554.15
Vehicle Supplies	\$ 10,000.00	\$ 8,219.98		\$ 1,780.02
Gasoline	\$ 30,000.00	\$ 22,448.39		\$ 7,551.61
Chemicals	\$ 80,000.00	\$ 67,093.12		\$ 12,906.88
Pumps & Instruments	\$ 75,000.00	\$ 79,813.13		\$ (4,813.13)
Meters	\$ 65,000.00	\$ 65,018.24		\$ (18.24)
Water Service Connections	\$ 27,000.00	\$ 23,702.75		\$ 3,297.25
Subscriptions/Publications	\$ -	\$ 42.00		\$ (42.00)
Uniforms & Other Clothing	\$ 8,000.00	\$ 4,405.75	\$ 161.99	\$ 3,432.26
Meeting & Travel Expenses	\$ 500.00	\$ -		\$ 500.00
Dues & Memberships	\$ 600.00	\$ 760.00		\$ (160.00)
Property & Liability Insurance	\$ 37,540.00	\$ 31,144.75		\$ 6,395.25
License Renewals	\$ 1,500.00	\$ 1,180.00		\$ 320.00
State Assessments for Primary	\$ 5,000.00	\$ 4,791.93		\$ 208.07
Transfers to Health Trust Fund	\$ 64,234.00	\$ 77,367.00		\$ (13,133.00)
Total	<u>\$ 1,888,244.00</u>	<u>\$ 1,768,726.20</u>	<u>\$ 25,795.95</u>	<u>\$ 93,721.85</u>
<b>Debt Service</b>				
Retirement of Long Term Debt	\$ 436,307.00	\$ 436,307.00		\$ -
Interest on Long Term Debt	\$ 64,700.00	\$ 64,699.95		\$ 0.05
Interest on Short Term Debt	\$ 10,000.00	\$ 3,364.80		\$ 6,635.20
Bond Issuance Costs	\$ 10,000.00	\$ 6,027.56		\$ 3,972.44
Total	<u>\$ 521,007.00</u>	<u>\$ 510,399.31</u>	<u>\$ -</u>	<u>\$ 10,607.69</u>
Transfer to General Fund	\$ 104,982.00	\$ 104,982.00		\$ -
Transfer to Capital Projects Fund	\$ 200,000.00	\$ 200,000.00		\$ -
Encumbrances from FY 2017	\$ 17,676.72	\$ 17,515.67	\$ 96.05	\$ 65.00
2018 Increase to Retained Earnings				\$ 695,471.12
Balance of Articles Returned to Retained Earnings				\$ 134,566.58
Total Increase to Retained Earnings				\$ 830,037.70

**TOWN OF DUXBURY  
Continued Appropriations  
Water Enterprise Fund**

DESCRIPTION	6/30/2017 Balances	Original Budget Voted from 3/17 ATM	Available Budget 7/1/2017	Supplemental Appropriations Funded from Current Year Budget or Retained Earnings	Total Balance 7/1/2017	Transfers	FY 2018 Expenditures To-Date	Balance As of 6/30/2018	Departmental Retained Balances	Balance Closed Out At Year-end
Article #6-6 3/10 ATM - Water System Master Plan Update	50,000.00		50,000.00		50,000.00		0.00	50,000.00	50,000.00	0.00
Article #6-7 3/11 ATM - System Rehabilitation	11,872.25		11,872.25		11,872.25		7,080.00	4,792.25	4,792.25	0.00
Article #6-7 3/12 ATM - System Rehabilitation	4,919.38		4,919.38		4,919.38		4,919.38	0.00	0.00	0.00
Article #6-7 3/13 ATM - System Rehabilitation	108,051.50		108,051.50		108,051.50		78,463.75	29,587.75	29,587.75	0.00
Article #6-27 3/14 ATM - System Rehabilitation	150,000.00		150,000.00		150,000.00		150,000.00	0.00	0.00	0.00
Article #6-24 3/14 ATM - Rehab. Depot St. Well Site	59,875.00		59,875.00		59,875.00		0.00	59,875.00	0.00	59,875.00
Article #6-3-21 3/15 ATM - System Rehabilitation	150,000.00		150,000.00		150,000.00		93,680.47	56,319.53	56,319.53	0.00
Article #6-3-22 3/15 ATM - PCE Main Pipe Replacement	50,251.28		50,251.28		50,251.28		38,565.03	11,886.25	11,886.25	0.00
Article #6-3-23 3/15 ATM - Extend Temple Street Water Main	238,449.71		238,449.71		238,449.71		99,734.62	138,715.09	138,715.09	0.00
Article #6-3-23 3/16 ATM - Rehabilitate Millbrook Wells	33,174.06		33,174.06		33,174.06		25,161.72	8,012.34	0.00	8,012.34
Article #6-3-24 3/16 ATM - Rehabilitate Lake Shore Drive Wells	58,991.53		58,991.53		58,991.53		985.45	58,006.08	0.00	58,006.08
Article #6-3-26 3/16 ATM - Utility Cloud Software & Associated Hardware	42,524.00		42,524.00		42,524.00		4,655.00	37,869.00	37,869.00	0.00
Article #6-3-27 3/16 ATM - PCE Main Pipe Replacement	150,000.00		150,000.00		150,000.00		0.00	150,000.00	150,000.00	0.00
Article #6-3-28 3/16 ATM - System Rehabilitation	150,000.00		150,000.00		150,000.00		0.00	150,000.00	150,000.00	0.00
Article #6-3-30 3/16 ATM - Survey and Plans Teakettle Lane Well Site	44,300.00		44,300.00		44,300.00		0.00	44,300.00	44,300.00	0.00
Article #6-3-33 3/16 ATM - Rehabilitate Partridge Well Site Building	6,516.00		6,516.00		6,516.00		2,000.00	4,516.00	0.00	4,516.00
Carried Forward Prior Year Article Balances	1,308,924.71	0.00	1,308,924.71	0.00	1,308,924.71	0.00	505,045.42	803,879.29	673,469.87	130,409.42
Article #6-4-20 3/17 ATM - Replace 2011 3/4 Ton Utility Truck W-6	-	44,816.00	44,816.00		44,816.00		44,815.42	0.58	0.00	0.58
Article #6-4-21 3/17 ATM - Replace 2011 3/4 Ton Utility Truck W-1	-	44,816.00	44,816.00		44,816.00		44,815.42	0.58	0.00	0.58
Article #6-4-22 3/17 ATM - Repl. Underground Serv. to Tremont St. Well Site	-	120,000.00	120,000.00		120,000.00		0.00	120,000.00	120,000.00	0.00
Article #6-4-24 3/17 ATM - Pave Birch St. Tank Access Road	-	27,480.00	27,480.00		27,480.00		27,480.00	0.00	0.00	0.00
Article #6-4-25 3/17 ATM - PCE Main Pipe Replacement Program	-	150,000.00	150,000.00		150,000.00		0.00	150,000.00	150,000.00	0.00
Article #6-4-26 3/17 ATM - System Rehabilitation	-	150,000.00	150,000.00		150,000.00		0.00	150,000.00	150,000.00	0.00
Article #6-4-27 3/17 ATM - Rehabilitation Millbrook & Lakeshore Buildings	-	30,000.00	30,000.00		30,000.00		25,844.00	4,156.00	0.00	4,156.00
Art.#2 STM 3/11/2018 Prior Year Bills	-		0.00	5,106.07	5,106.07		5,106.07	0.00	0.00	0.00
FY 2016 Article Balances	0.00	567,112.00	567,112.00	5,106.07	572,218.07	0.00	148,060.91	424,157.16	420,000.00	4,157.16
Balance of Prior Year and Current Year Articles	1,308,924.71	567,112.00	1,876,036.71	5,106.07	1,881,142.78	0.00	653,106.33	1,228,036.45	1,093,469.87	134,566.58

# Town of Duxbury

Fund 8100 and 8200  
June 30, 2018

	Non-expendable Trust			Expendable Trust				
	Balance Forward	Additions	Ending Balance	Balance Forward	Additions	Gain/Loss & Interest Income	Expenses	Ending Balance
	July 1, 2017		June 30, 2018	July 1, 2017				June 30, 2018
<b>PERMANENT FUNDS (Benefits Gov't)</b>								
Cemetery Perpetual Care	1,402,893.00	17,475.00	1,420,368.00	679,655.33	0.00	(31,654.00)	0.00	648,001.33
Mayflower Cemetery	310,425.00	13,750.00	324,175.00	194,531.80	0.00	(4,655.23)	0.00	189,876.57
Arthur D. Eaton	39,500.00	0.00	39,500.00	60,147.62	0.00	(993.88)	0.00	59,153.74
Ladies Union Fair	1,303.05	0.00	1,303.05	1,126.28	0.00	(24.22)	0.00	1,102.06
Lucy A. Ewell	500.00	0.00	500.00	1,148.60	0.00	(16.43)	0.00	1,132.17
Dr R. Shiff	2,000.00	0.00	2,000.00	1,136.93	0.00	(31.30)	0.00	1,105.63
<b>CEMETERY FUNDS:</b>	<b>1,756,621.05</b>	<b>31,225.00</b>	<b>1,787,846.05</b>	<b>937,746.56</b>	<b>0.00</b>	<b>(37,375.06)</b>	<b>0.00</b>	<b>900,371.50</b>
Eben H. Ellison	300,000.00	0.00	300,000.00	95,051.10	0.00	(7,513.21)	15,808.13	71,729.76
Isabelle Freeman	200,552.00	0.00	200,552.00	87,212.74	0.00	(2,870.05)	0.00	84,342.69
Richmond G. Wight	30,000.00	0.00	30,000.00	42,214.00	0.00	(720.28)	0.00	41,493.72
Lucy Hathaway	25,000.00	0.00	25,000.00	353,894.87	0.00	(3,609.58)	0.00	350,285.29
Lucy Hathaway - Shade Trees	0.00	0.00	0.00	12.84	0.00	0.00	0.00	12.84
Lucy Hathaway - Improve Streets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lucy Hathaway - Public Bridges	0.00	0.00	0.00	7,081.55	0.00	0.00	0.00	7,081.55
Lucy Hathaway - Public Landings	0.00	0.00	0.00	294.91	0.00	0.00	0.00	294.91
Lucy Hathaway-School	0.00	0.00	0.00	236.56	0.00	0.00	0.00	236.56
Lucy Hathaway-Library	0.00	0.00	0.00	13.94	0.00	0.00	0.00	13.94
Lucy Hathaway-Cemetery	0.00	0.00	0.00	(99.72)	0.00	0.00	0.00	(99.72)
Thomas D. Hathaway	2,000.00	0.00	2,000.00	3,424.67	0.00	(54.11)	0.00	3,370.56
Marietta Russell: School Library	1,500.00	0.00	1,500.00	4,292.38	0.00	(57.75)	0.00	4,234.63
Isabelle Freeman(Ambulance Service)	1,300.00	0.00	1,300.00	7,676.47	0.00	(89.56)	0.00	7,586.91
William Penn Harding :Duxbury Free Library	1,000.00	0.00	1,000.00	1,541.49	0.00	(25.36)	0.00	1,516.13
Marietta Russell : School Science Material	500.00	0.00	500.00	2,489.69	0.00	(29.79)	0.00	2,459.90
<b>MISCELLANEOUS FUNDS:</b>	<b>561,852.00</b>	<b>0.00</b>	<b>561,852.00</b>	<b>605,337.49</b>	<b>0.00</b>	<b>(14,969.69)</b>	<b>15,808.13</b>	<b>574,559.67</b>
<b>PERMANENT FUND TOTALS:</b>	<b>2,318,473.05</b>	<b>31,225.00</b>	<b>2,349,698.05</b>	<b>1,543,084.05</b>	<b>0.00</b>	<b>(52,344.75)</b>	<b>15,808.13</b>	<b>1,474,931.17</b>
Helen Delano Howe	125,000.00	0.00	125,000.00	66,748.49	0.00	(2,168.57)	1,500.00	63,079.92
Mary E. Carr Nepton	65,000.00	0.00	65,000.00	239,115.24	0.00	(3,876.42)	5,000.00	230,238.82
Annie Drew Dunham	40,335.00	0.00	40,335.00	21,989.98	0.00	(779.63)	1,000.00	20,210.35
Harriet E. Crozier	25,175.00	0.00	25,175.00	15,094.25	0.00	(567.53)	1,000.00	13,526.72
Edward & Ruth Hobart	10,000.00	0.00	10,000.00	3,867.79	0.00	(138.30)	0.00	3,729.49
Molly Hopkins Taft	11,303.18	0.00	11,303.18	9,657.18	0.00	(218.97)	0.00	9,438.21
Weston-Thompson	10,000.00	0.00	10,000.00	7,513.60	0.00	(311.28)	800.00	6,402.32
Edmund A. Dondero	2,850.00	0.00	2,850.00	1,082.24	0.00	(39.20)	0.00	1,043.04
Benjamin M. Feinberg	1,500.00	0.00	1,500.00	963.60	0.00	(19.58)	0.00	944.02
Margaret K. Elliott	8,000.00	0.00	8,000.00	7,140.15	0.00	(156.00)	0.00	6,984.15
Anna Bigelow-Davis	395,986.00	0.00	395,986.00	287,377.56	0.00	(7,655.37)	5,000.00	274,722.19
Jacob S & Fannie D. Shiff	350,000.00	0.00	350,000.00	181,575.87	0.00	(5,638.40)	2,000.00	173,937.47
Dr R. Shiff	350,000.00	0.00	350,000.00	177,741.15	0.00	(6,319.12)	6,000.00	165,422.03
Thomas J Keenen MD & Dr R.M. Shiff	250,000.00	0.00	250,000.00	126,278.95	0.00	(4,422.54)	3,000.00	118,856.41
<b>SCHOLARSHIP FUNDS:</b>	<b>1,645,149.18</b>	<b>0.00</b>	<b>1,645,149.18</b>	<b>1,146,146.05</b>	<b>0.00</b>	<b>(32,310.91)</b>	<b>25,300.00</b>	<b>1,088,535.14</b>
Jonathan & Ruth Ford	25,000.00	0.00	25,000.00	77,336.99	0.00	(1,020.66)	0.00	76,316.33
Agnes S. Ellison	1,000.00	0.00	1,000.00	9,450.24	0.00	(104.22)	0.00	9,346.02
<b>MISCELLANEOUS FUNDS:</b>	<b>26,000.00</b>	<b>0.00</b>	<b>26,000.00</b>	<b>86,787.23</b>	<b>0.00</b>	<b>(1,124.88)</b>	<b>0.00</b>	<b>85,662.35</b>
<b>PRIVATE PURPOSE FUND TOTALS:</b>	<b>1,671,149.18</b>	<b>0.00</b>	<b>1,671,149.18</b>	<b>1,232,933.28</b>	<b>0.00</b>	<b>(33,435.79)</b>	<b>25,300.00</b>	<b>1,174,197.49</b>
Stabilization Fund				4,302,878.06	50,000.00	(34,933.48)	0.00	4,317,944.58
Pension Reserve Fund				1,249,738.45	60,000.00	(3,684.00)	80,000.00	1,226,054.45
Conservation Fund				27,893.28	100,000.00	823.41	28,162.91	100,553.78
Duxbury Heritage Fund				49,256.64	0.00	(491.26)	0.00	48,765.38
Margery Parcher Fund				73,023.98	20,670.00	343.36	19,789.53	74,247.81
Myles Standish Homesite				11,991.48	0.00	(119.62)	0.00	11,871.86
W. Ellison Unitrust				5,977.64	0.00	(59.63)	0.00	5,918.01
N. T. Saunders Shellfish				3,394.90	0.00	(33.84)	0.00	3,361.06
Marshall Tennis Ct. Lights				969.56	0.00	0.00	0.00	969.56
King Caesar Poor				164,793.58	0.00	20,901.39	2,605.25	183,089.72
E. H. Meehan				2,120.93	0.00	(21.15)	0.00	2,099.78
M. Brouillard				2,092.91	0.00	(20.86)	0.00	2,072.05
H. & M. Grafton				30,997.84	0.00	(309.13)	0.00	30,688.71
Unemployment Trust				248,314.55	0.00	(9,854.71)	38,217.35	200,242.49
Lowery Scholarship				1,000.00	0.00	0.00	0.00	1,000.00
James Buechler School Books				2,859.66	0.00	(28.53)	0.00	2,831.13
Affordable Housing Trust				1,748,342.52	0.00	(22,620.05)	431,127.97	1,294,594.50
Compensated Absences				214,301.03	75,000.00	9,414.45	131,196.42	167,519.06
<b>Sub-Total Miscellaneous</b>				<b>8,139,947.01</b>	<b>305,670.00</b>	<b>(40,693.65)</b>	<b>731,099.43</b>	<b>7,673,823.93</b>
Warrants Payable	0.00	0.00	0.00	5,533.24				5,533.45
<b>GRAND TOTAL OF FUNDS:</b>	<b>3,989,622.23</b>	<b>31,225.00</b>	<b>4,020,847.23</b>	<b>10,921,497.58</b>	<b>305,670.00</b>	<b>(126,474.19)</b>	<b>772,207.56</b>	<b>10,328,506.04</b>

# Town of Duxbury

## Health Claims Fund

### Fund 8300

#### REVENUES AND EXPENDITURES

Period ended June 30, 2018

##### Revenues

Raise and Appropriate	\$	8,008,848
Withholding (less refunds)	\$	2,237,546
Plymouth County Retirement	\$	503,613
Mass Teachers Retirement	\$	684,463
Early Retirement Reimbursement		
Investment Income	\$	84,940
Gains/Losses on Investments	\$	(99,925)
Other (inc Cobra, Direct, stop loss)	\$	428,738
Total Revenues	\$	11,848,223

##### Expenditures

Blue Cross Claims and Admin	\$	10,782,235
Stop Loss	\$	778,863
Transitional Insurance	\$	-
Consultants	\$	33,625
Other	\$	83,905
Total Expenditures	\$	11,678,628

Net Year to Date Results	\$	169,595
Reclassification of IBNR	\$	-
Fiscal 2017 Fund Balance	\$	2,642,312
June 2018 Fund Balance	\$	2,811,907

# Town of Duxbury

Fund 8900

Agency

June 30, 2018

	BALANCE July 1,2017	ADDITIONS	INVESTMENT INCOME	EXPENSES	BALANCE June 30, 2018
Treas/Collector: Deputy Collector Fees	\$ (285.00)	\$ 41,072.00	\$ -	\$ 39,860.00	\$ 927.00
Old Performance Bonds	\$ 41,565.26	\$ -	\$ -	\$ -	\$ 41,565.26
Building Maint: Wright Building	\$ (26,638.25)	\$ 7,073.17	\$ -	\$ 20,612.94	\$ (40,178.02)
Police Department: Gun Permits	\$ 5,394.60	\$ 13,862.50	\$ -	\$ 12,800.00	\$ 6,457.10
: Evidence Account	\$ 1,039.69	\$ 2,702.73	\$ -	\$ 1,000.00	\$ 2,742.42
Fire Department: Off Duty Details	\$ 5,221.47	\$ 6,232.78	\$ -	\$ 7,269.18	\$ 4,185.07
Harbormaster: Off Duty Details	\$ -	\$ 3,500.00	\$ -	\$ 3,500.00	\$ -
Inspectional Services:Consult/Pert Tests	\$ 2,770.00	\$ -	\$ -	\$ -	\$ 2,770.00
:Traffic Mitigation	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 10,000.00
Council on Aging: Custodial Services	\$ 608.13	\$ 1,418.86	\$ -	\$ 1,907.51	\$ 119.48
Net Metering Credits	\$ (1,149.16)	\$ 247,415.29	\$ -	\$ 224,603.77	\$ 21,662.36
	<u>\$ 38,526.74</u>	<u>\$ 323,277.33</u>	<u>\$ -</u>	<u>\$ 311,553.40</u>	<u>\$ 50,250.67</u>
<b>PERFORMANCE BONDS:</b>					
R.H.B.: Bob Burpee	\$ 8,758.72	\$ -	\$ 40.60	\$ -	\$ 8,799.32
David Condon	\$ 13,045.76	\$ -	\$ 60.46	\$ -	\$ 13,106.22
Lonigro	\$ 1,731.90	\$ -	\$ 8.02	\$ -	\$ 1,739.92
MacFarlane Farms	\$ 10,278.46	\$ -	\$ 47.85	\$ -	\$ 10,326.31
Road Opening: Rogers Way	\$ 2,389.18	\$ -	\$ 11.07	\$ -	\$ 2,400.25
Miles/Alfieri	\$ 102,533.16	\$ -	\$ 526.53	\$ -	\$ 103,059.69
	<u>\$ 138,737.18</u>	<u>\$ -</u>	<u>\$ 694.53</u>	<u>\$ -</u>	<u>\$ 139,431.71</u>
<b>CHAP. 593 OF ACTS OF 1993:</b>					
RBH Development: Hawkins Place	\$ 840.91	\$ -	\$ 3.90	\$ -	\$ 844.81
Jong G. Yun	\$ 1,869.58	\$ -	\$ 8.67	\$ -	\$ 1,878.25
Dingleydel Estates	\$ 2,140.40	\$ -	\$ 9.92	\$ -	\$ 2,150.32
Whitepine Lane/Home	\$ 5,630.93	\$ -	\$ 26.10	\$ -	\$ 5,657.03
Bay Farm Montessori	\$ 642.73	\$ -	\$ 2.98	\$ -	\$ 645.71
John Baldwin-North &Keene Streets	\$ 1,502.79	\$ -	\$ 2.03	\$ 1,385.00	\$ 119.82
Sub-Total:	<u>\$ 12,627.34</u>	<u>\$ -</u>	<u>\$ 53.60</u>	<u>\$ 1,385.00</u>	<u>\$ 11,295.94</u>
<b>CHAP. 53 G Zoning Board of Appeals:</b>					
Delphic Assoc.	\$ 1.70	\$ -	\$ -	\$ -	\$ 1.70
Brewster Commons	\$ 4,782.07	\$ -	\$ 23.75	\$ -	\$ 4,805.82
Duxbury Estates	\$ 1,445.12	\$ -	\$ 9.62	\$ -	\$ 1,454.74
Industrial Tower & Wireless	\$ 8.08	\$ -	\$ 0.05	\$ -	\$ 8.13
Island Creek Village North	\$ 1,621.82	\$ -	\$ 52.92	\$ -	\$ 1,674.74
113 Tremont Street Realty LLC	\$ 1,501.20	\$ -	\$ 6.96	\$ -	\$ 1,508.16
Duxbury Animal Hospital	\$ -	\$ 1,500.00	\$ 1.33	\$ -	\$ 1,501.33
Sub-total Zoning Board of Appeals	<u>\$ 9,359.99</u>	<u>\$ 1,500.00</u>	<u>\$ 94.63</u>	<u>\$ -</u>	<u>\$ 10,954.62</u>
<b>CHAP. 53 G Planning Board:</b>					
Duxbury Yacht Club	\$ 2,564.87	\$ 2,546.75	\$ 7.46	\$ 3,630.00	\$ 1,489.08
Standish LLC-Plan	\$ 3,547.06	\$ -	\$ 16.44	\$ -	\$ 3,563.50
Cushings Retreat/Elm St. R.T.	\$ 3,027.07	\$ -	\$ 14.03	\$ 138.00	\$ 2,903.10
Dacey/Complex Path	\$ 2.15	\$ -	\$ -	\$ -	\$ 2.15
McLean's Way	\$ 3,023.70	\$ -	\$ 21.29	\$ -	\$ 3,044.99
Tower Resource Management	\$ 4,055.73	\$ -	\$ 18.80	\$ -	\$ 4,074.53
Lilienthal/Hounds Ditch	\$ 418.39	\$ -	\$ 1.94	\$ -	\$ 420.33
MacFarlane Farms	\$ 1,002.42	\$ -	\$ 4.43	\$ -	\$ 1,006.85
Miles/Alfieri	\$ 3,415.38	\$ -	\$ 16.44	\$ 552.00	\$ 2,879.82
Fisher Ridge Realty	\$ 4,866.20	\$ -	\$ 22.55	\$ -	\$ 4,888.75
Juliano-St. George St.	\$ 2,505.73	\$ -	\$ 9.11	\$ 1,040.00	\$ 1,474.84
Hamori-Tremont Street	\$ 3,822.00	\$ -	\$ 17.75	\$ -	\$ 3,839.75
JRM Invest-Surplus Street	\$ 246.78	\$ -	\$ 1.08	\$ -	\$ 247.86
Ducks Berry LLC-Tedeschi (Summer St)	\$ 8,002.19	\$ -	\$ 20.99	\$ 4,449.75	\$ 3,573.43
Bongi's	\$ 5,001.26	\$ 1,519.00	\$ 16.65	\$ 1,518.75	\$ 5,018.16
Diamond Sinacori/Eventide	\$ 7,000.23	\$ 3,034.50	\$ 22.28	\$ 5,794.50	\$ 4,262.51
Bitters/Teakettle Lane Ext	\$ 3,317.83	\$ -	\$ 25.55	\$ -	\$ 3,343.38
Ducks Berry LLC-Tedeschi (Summer St)	\$ 2,579.51	\$ -	\$ 23.57	\$ -	\$ 2,603.08
Winsor House/Morden Family Assoc	\$ 1,694.17	\$ -	\$ 10.20	\$ -	\$ 1,704.37
Delprete-Summer Street	\$ 748.19	\$ 2,255.00	\$ 25.22	\$ 435.00	\$ 2,593.41
Robbie Builders -295 St George St	\$ -	\$ 5,000.00	\$ 14.03	\$ 1,863.00	\$ 3,151.03
JRM Invest-Surplus Street	\$ -	\$ 8,718.22	\$ 13.69	\$ 6,115.00	\$ 2,616.91
Duxbury Yacht Club-Fairway Lane	\$ -	\$ 5,000.00	\$ 12.63	\$ 1,207.50	\$ 3,805.13
Duxbury Animal Hospital	\$ -	\$ 5,000.00	\$ 4.44	\$ 801.00	\$ 4,203.44
Sealund Corp	\$ -	\$ 8,500.00	\$ -	\$ -	\$ 8,500.00
Sub-total Planning Board	<u>\$ 60,840.86</u>	<u>\$ 41,573.47</u>	<u>\$ 340.57</u>	<u>\$ 27,544.50</u>	<u>\$ 75,210.40</u>

# Town of Duxbury

Fund 8900

Agency

June 30, 2018

	BALANCE July 1, 2017	ADDITIONS	INVESTMENT INCOME	EXPENSES	BALANCE June 30, 2018
CHAP. 53 G Conservation Commission:					
Seabury Point	\$ 3.16	\$ -	\$ 6.50	\$ -	\$ 9.66
Ducks Berry LLC-Tedeschi (Summer St)	\$ -	\$ 8,750.00	\$ 17.97	\$ 8,335.00	\$ 432.97
Sealund Corp: 136-138 Alden Street	\$ -	\$ 2,650.00	\$ 7.11	\$ 2,360.00	\$ 297.11
59 Beechwood Lane	\$ -	\$ 3,000.00	\$ 8.31	\$ 2,942.50	\$ 65.81
298 Powder Point Ave	\$ -	\$ 5,000.00	\$ 4.19	\$ 3,473.13	\$ 1,531.06
Caffrey: 208 Myrtle Street	\$ -	\$ 2,150.00	\$ -	\$ -	\$ 2,150.00
Sub-total Conservation Commission	<u>\$ 3.16</u>	<u>\$ 21,550.00</u>	<u>\$ 44.08</u>	<u>\$ 17,110.63</u>	<u>\$ 4,486.61</u>
CHAP. 53 G Board of Health:					
Duxbury Housing	\$ 124.13	\$ -	\$ -	\$ -	\$ 124.13
ADCJuliano-O Congress Street	\$ 1.38	\$ 575.00	\$ 4.15	\$ 575.00	\$ 5.53
McSharry Bros.Inc-Autumn Ave.	\$ 1,500.61	\$ 742.50	\$ 7.84	\$ 2,242.50	\$ 8.45
JRM Invest-Surplus Street	\$ 1,000.25	\$ -	\$ 4.17	\$ 816.00	\$ 188.42
Turner-140 High St	\$ 500.25	\$ 937.50	\$ 2.54	\$ 1,437.50	\$ 2.79
ABC Contractors Inc	\$ 24.69	\$ -	\$ (24.69)	\$ -	\$ -
Buiel-0 Keene Street	\$ 807.58	\$ 460.00	\$ 9.34	\$ 1,265.00	\$ 11.92
Ducks Berry LLC-Tedeschi (Summer St)	\$ 1.67	\$ 3,160.00	\$ 9.44	\$ 2,047.50	\$ 1,123.61
McSharry Bros-0 Temple St	\$ 1,622.35	\$ -	\$ 1.00	\$ 1,620.00	\$ 3.35
John Baldwin-North Street	\$ -	\$ 1,000.00	\$ 1.28	\$ 776.25	\$ 225.03
RHB DEVEL: 485 Franklin Street	\$ -	\$ 1,322.50	\$ 2.26	\$ 1,322.50	\$ 2.26
Sealund Corp:136 Alden St	\$ -	\$ 2,500.00	\$ 2.22	\$ 1,587.00	\$ 915.22
Sub-total Board of Health	<u>\$ 5,582.91</u>	<u>\$ 10,697.50</u>	<u>\$ 19.55</u>	<u>\$ 13,689.25</u>	<u>\$ 2,610.71</u>
Total Agency Funds	\$ 265,678.18	\$ 398,598.30	\$ 1,246.96	\$ 371,282.78	\$ 294,240.66
Warrants Payable	\$ 10,074.00	\$ 9,705.36	\$ -	\$ 10,074.00	\$ 9,705.36
GRAND TOTAL:	<u>\$ 255,604.18</u>	<u>\$ 388,892.94</u>	<u>\$ 1,246.96</u>	<u>\$ 361,208.78</u>	<u>\$ 284,535.30</u>

**Town of Duxbury**  
General Fund Debt  
June 30, 2018

	<u>Date</u>	<u>Amt Authorized</u>	<u>Amt Issued</u>	<u>Unissued</u>	<u>2017 Balance</u>	<u>2018- Principal</u>	<u>2018 - Balance</u>
<b>GENERAL FUND</b>							
Snug Harbor/Bluefish ATM	1996	\$ 650,000	\$ 650,000	0	\$ -		\$ -
Refunding of Library					\$ -		\$ -
WPAT indiv septic (out limit)	1997	\$ 200,000	\$ 195,676	0	\$ 21,736	\$ 10,868	\$ 10,868
WPAT indiv septic (out limit)	2004	\$ 200,000	\$ 192,582	0	\$ 42,975	\$ 10,690	\$ 32,285
Refunding of Senior Center					\$ -		\$ -
Refunding of Shared Septic Wadsworth Field	6/6/2014				\$ 265,000	\$ 50,000	\$ 215,000
Refunding HS Sewage Treatment Plant	8/4/2015				\$ 360,000	\$ 90,000	\$ 270,000
Refunding School Expansion	8/4/2015				\$ 2,910,000	\$ 740,000	\$ 2,170,000
Seawalls					\$ -		\$ -
Percy Walker Pool Building Remodeling	3/10/2007 STM	\$ 125,000	\$ 125,000	0	\$ -		\$ -
Engineering - Percy Walker Pool	2010	\$ 2,200,000	\$ 2,200,000	0	\$ 1,160,000	\$ 145,000	\$ 1,015,000
Building Remodeling School	2010	\$ 163,000	\$ 163,000	0	\$ 80,000	\$ 10,000	\$ 70,000
Crematory Construction	2010	\$ 1,540,000	\$ 587,000		\$ 305,000	\$ 40,000	\$ 265,000
Police Station Construction	2012	\$ 2,600,000	\$ 2,600,000	0	\$ 1,900,000	\$ 175,000	\$ 1,725,000
Fire Station Construction	2012	\$ 6,275,000	\$ 6,275,000	0	\$ 5,015,000	\$ 315,000	\$ 4,700,000
Co-Located Middle & High School	2012	\$ 3,700,000	\$ 3,700,000	0	\$ 2,700,000	\$ 250,000	\$ 2,450,000
Field House Construction	2012	\$ 120,070,034	\$ 63,698,873	48,714,161	\$ 54,377,055	\$ 2,592,955	\$ 51,784,100
Field House Construction	2012	\$ 6,301,127	\$ 5,894,127	0	\$ 4,927,545	\$ 234,645	\$ 4,692,900
PAC Modifications/Central Office Relocation	2017		\$ 28,000		\$ 28,000	\$ 8,000	\$ 20,000
Powder Point Bridge Improvement	2012	\$ 435,000	\$ 435,000	0	\$ 365,400	\$ 17,400	\$ 348,000
Co-Located Middle & High School	3/10/2012	\$ 2,400,000	\$ 2,200,000	200,000	\$ 1,540,000	\$ 220,000	\$ 1,320,000
Co-Located Middle & High School	2015		\$ 4,500,000		\$ 3,600,000	\$ 450,000	\$ 3,150,000
Co-Located Middle & High School	2017		\$ 3,157,000		\$ 3,157,000	\$ 317,000	\$ 2,840,000
		<u>\$ 146,859,161</u>	<u>\$ 96,601,258</u>	<u>48,914,161</u>	<u>\$ 82,754,711</u>	<u>\$ 5,676,558</u>	<u>\$ 77,078,153</u>
<b>UNISSUED</b>							
Co-Located Middle & High School	10/29/2011	\$ 120,070,034	\$ 73,898,873	149,862		\$ 46,021,299	
Field House Construction	10/29/2011	\$ 6,301,127	\$ 6,301,127			\$ -	
PAC Modifications/Central Office Relocation	10/29/2011	\$ 435,000	\$ 435,000			\$ -	
Replace Pumping Engine	3/11/2017	\$ 700,000	\$ 700,000			\$ -	
Senior Center Expansion	3/10/2018	\$ 2,575,750	\$ 2,550,000			\$ 25,750	
Total		<u>\$ 130,081,911</u>	<u>\$ 83,885,000</u>	<u>149,862</u>	<u>\$ -</u>	<u>\$ 46,047,049</u>	

**Town of Duxbury**  
**Water Debt**  
**June 30, 2018**

	<u>Date</u>	<u>Amt Authorized</u>	<u>Amt Issued</u>	<u>Unissued</u>	<u>2017- Balance</u>	<u>2018- Principal</u>	<u>2018- Balance</u>
<b>WATER</b>							
Damon Wells	2004	\$ 580,000	\$ 580,000	\$ -	\$ 200,000	\$ 37,500	\$ 162,500
Damon Well	3/8/2008	\$ 570,000	\$ 570,000	\$ -	\$ 210,000	\$ 37,500	\$ 172,500
Rt. 3 Crossing	2008	\$ 550,000	\$ 550,000	\$ -	\$ 190,000	\$ 40,000	\$ 150,000
Birch St. Tank	3/10/2007	\$ 3,150,000	\$ 3,150,000	\$ -	\$ 2,031,651	\$ 151,307	\$ 1,880,344
Pine Street Water Mains	3/10/2012	\$ 925,000	\$ 864,000	\$ 47,000	\$ 335,000	\$ 170,000	\$ 165,000
Total Authorized		<u>\$ 5,775,000</u>	<u>\$ 5,714,000</u>	<u>\$ 47,000</u>	<u>\$ 2,966,651</u>	<u>\$ 436,307</u>	<u>\$ 2,530,344</u>
<b>UNISSUED</b>			<u>Issued</u>	<u>Retired</u>	<u>Recinded</u>	<u>Unissued</u>	
Pine Street Water Mains	3/10/2012	\$ 925,000	\$ 878,000	\$ -	\$ -	\$ 47,000	
Temple St. Water Main	3/12/2016	\$ 715,000	\$ 715,000	\$ -	\$ -	\$ -	
Rehab. Captain's Hill Tank	3/13/2017	\$ 700,000	\$ 700,000	\$ -	\$ -	\$ -	
Total		<u>\$ 2,340,000</u>	<u>\$ 2,293,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 47,000</u>	

## **Treasurer/Collector**

The Treasurer/Collector is pleased to submit the annual report for the fiscal year ending June 30, 2018. Our office is responsible for the receipt, investment, and disbursement of all Town funds; including payroll, vendor checks, billing, collection of all taxes and utilities; collection and issuance of beach and transfer stickers and fees; debt management; administration of the various Town trust funds; collection and issuance of mooring permits and fees; and management of the Town's property that is in Tax Title or Foreclosure. In addition, the Treasurer plays a principal roll in municipal borrowing.

### **Credit Rating**

The Town seeks ratings from Standard and Poors for its long-term debt. These ratings are based on the overall financial health of the town, its fiscal policies, and stability of the town's tax base. In the latest review, Standard & Poor gave Duxbury the highest rating AAA giving the town lower interest rates and is more marketable, ultimately saving the town money.

### **New Debt**

Short-Term Debt FY 18: Issuance of \$4,850,600. 3.00 % General Obligation Bond Anticipation Note dated June 25, 2018, and payable April 18, 2019 coupon rate of 1.600% to TD Securities (USA) LLC at par and accrued interest plus a premium of \$51,125.32. Breakdown of note \$2,550,00 Senior Center, \$715,000 Water Main, \$700,000 Water Tank Rehab,\$700,000 Pumping Engine #3 and \$185,600 Bridge Repair and Reconstruction.

### **Trust funds**

Trust Fund assets 197700 and 197702 are currently pooled in an account in Rockland Trust. The Town invests only in those securities that are on The Massachusetts Legal List as set forth by the Commissioner of Banks.

The implementation of the Government Accounting Standards Board's Statement 45 mandates disclosure of "other post-employment benefits" (OPEB) in a standardized format. The mandate provides an opportunity to analyze the noninformation impacts of mandatory disclosures, as key components of the information were already publicly available. We find that this mandate is associated with a significant 15 and 73 basis-point increase in yield spreads among tax-exempt and taxable bonds, respectively. This effect is particularly pronounced for riskier bonds—nonrated and longer maturity taxable bonds. However, states that do not follow the GASB 45 recommendation of pre-funding the OPEB obligations face a greater increase in their yield spreads.

## Trust Fund Statement of Value and Activity

**July 1, 2017- June 30, 2018**

Asset Allocation

### **197700**

Asset Class	Balance
55% Equities	\$8,392,304.94
33% U.S. Governments & Agencies	\$5,150,870.87
8% Corporate Bonds	\$1,161,073.35
4% Fixed Income Mutual Funds	\$636,038.00
<u>0% Cash &amp; Equivalents</u>	<u>\$58,211.91</u>
100% Total Assets Value	\$15,398,499.07
Total Liabilities Value	-\$5,180.10
Total Portfolio Value	\$15,393,318.97

### **Health Trust - 197701**

52% U.S. Governments & Agencies	\$1,949,002.30
30% Equities	\$1,100,295.40
24% Corporate Bonds	\$369,341.25
7% Fixed Income Mutual Funds	\$247,137.75
<u>1% Cash &amp; Equivalents</u>	<u>\$41,213.68</u>
100% Total Assets Value	\$3,706,990.38
Total Liabilities Value	-\$688.75
Total Portfolio Value	\$3,706,301.63

### **OPEB -197702**

45% Equities	\$1,005,808.66
30% Equity Mutual Funds	\$690,129.92
10% Fixed Income Mutual Funds	\$222,085.25
10% U.S. Governments & Agencies	\$220,021.75
4% Corporate Bonds	\$100,544.00
<u>1% Cash &amp; Equivalents</u>	<u>\$27,668.24</u>
100% Total Assets Value	\$2,266,257.82
Total Liabilities Value	-\$706.55
Total Portfolio Value	\$2,265,551.27

# Town of Duxbury

## TAX COLLECTIONS OUTSTANDING

	AS OF 06/30/2018 Balance Per Collector's Detail
<b>Real Estate Taxes</b>	
Levy of 2010	\$ 72.86
Levy of 2011	\$ 1,350.57
Levy of 2012	\$ (2,195.91)
Levy of 2013	\$ 546.22
Levy of 2014	\$ 719.76
Levy of 2015	\$ (995.82)
Levy of 2016	\$ (2,781.34)
Levy of 2017	\$ 48,137.57
Levy of 2018	<u>\$ 805,450.10</u>
	\$ 850,304.01
<b>Community Preservation</b>	
Levy of 2010	\$ 2.22
Levy of 2011	\$ (1,384.18)
Levy of 2012	\$ (17.81)
Levy of 2013	\$ (785.30)
Levy of 2014	\$ (8.59)
Levy of 2015	\$ 1.60
Levy of 2016	\$ 2,437.17
Levy of 2017	\$ 168.20
Levy of 2018	<u>\$ 6,490.95</u>
	\$ 6,904.26
<b>Personal Property Taxes</b>	
Levy of 2006	\$ (0.45)
Levy of 2007	\$ -
Levy of 2008	\$ (25.07)
Levy of 2009	\$ 4.21
Levy of 2010	\$ (373.93)
Levy of 2011	\$ (659.36)
Levy of 2012	\$ 305.15
Levy of 2013	\$ 1,795.07
Levy of 2014	\$ 945.12
Levy of 2015	\$ 1,067.57
Levy of 2016	\$ 175.35
Levy of 2017	\$ 1,632.69
Levy of 2018	<u>\$ 3,841.94</u>
	\$ 8,708.29

**Motor Vehicle Excise**

Levy of 2002	\$	8,596.47
Levy of 2003	\$	8,455.00
Levy of 2004	\$	5,696.70
Levy of 2005	\$	3,510.36
Levy of 2006	\$	6,023.51
Levy of 2007	\$	4,015.33
Levy of 2008	\$	3,474.99
Levy of 2009	\$	3,553.54
Levy of 2010	\$	2,283.94
Levy of 2011	\$	8,896.46
Levy of 2012	\$	4,856.29
Levy of 2013	\$	4,278.77
Levy of 2014	\$	1,973.79
Levy of 2015	\$	(2,892.00)
Levy of 2016	\$	14,396.96
Levy of 2017	\$	32,412.60
Levy of 2018	\$	126,787.70
		<hr/>
	\$	236,320.41

**Boat Excise**

Levy of 2011	\$	1,586.24
Levy of 2012	\$	1,954.03
Levy of 2013	\$	2,482.62
Levy of 2014	\$	2,594.93
Levy of 2015	\$	3,005.46
Levy of 2016	\$	3,591.82
Levy of 2017	\$	3,389.48
Levy of 2018	\$	3,590.59
		<hr/>
	\$	22,195.17

**Water Liens**

Levy of 2014	\$	(1,129.58)
Levy of 2015	\$	0.69
Levy of 2016	\$	(93.42)
Levy of 2017	\$	3,656.00
Levy of 2018	\$	4,006.71
		<hr/>
	\$	6,440.40

**Sewer Liens**

Levy of 2015	\$	-
Levy of 2016	\$	-
Levy of 2017	\$	-
Levy of 2018	\$	3,740.00
		<hr/>
	\$	3,740.00

**Service Liens**

Levy of 2015	\$	-
Levy of 2016	\$	-
Levy of 2017	\$	-
Levy of 2018	\$	-
	\$	-

**Demand Lien**

Levy of 2014	\$	(40.00)
Levy of 2015	\$	-
Levy of 2016	\$	-
Levy of 2017	\$	-
Levy of 2018	\$	75.00
	\$	35.00

**Water Enterprise**

Levy of 2017	\$	32,128.92
	\$	32,128.92

**Outside Reader**

Levy of 2017	\$	1,419.09
	\$	1,419.09

**Sewer User Fees**

Levy of 2017	\$	(4,205.32)
	\$	(4,205.32)

**Snug Harbor/Blue Fish Sewer Committed Interest**

Levy of 2015	\$	-
Levy of 2016	\$	(0.01)
Levy of 2017	\$	-
	\$	(0.01)

**Bay Road Sewer Betterment**

Levy of 2016	\$	-
Levy of 2017	\$	-
Levy of 2018	\$	-
	\$	-

**Bay Road Sewer Committed Interest**

Levy of 2015	\$	-
Levy of 2016	\$	-
Levy of 2017	\$	-
Levy of 2018	\$	(412.91)
	\$	(412.91)

**Title V Betterment**

Levy of 2016	\$	-
Levy of 2017	\$	-
Levy of 2018	\$	-
	\$	-

**Title V Committed Interest**

Levy of 2016	\$	-
Levy of 2017	\$	-
Levy of 2018	\$	-
	\$	-

**BETTERMENTS UNCOMMITTED TO RE****Snug Harbor/Blue Fish Betterment**

Levy of 1999	\$	21,183.26
Levy of 2003	\$	8,199.96
	\$	29,383.22

**Bay Road Betterment**

Levy of 2003	\$	199,205.44
	\$	199,205.44

**Title Five Betterment**

Levy of 2001	\$	-
Levy of 2002	\$	1,516.85
Levy of 2003	\$	3,202.80
Levy of 2004	\$	4,697.73
	\$	9,417.38

## Municipal Lien Certificates

Municipal lien certificates (MLC's) are issued to Attorney's and Mortgage Institutions to assist in the transfer and/or refinance of real estate. Five hundred and eighty (580) MLC's were issued during FY2018, producing revenue of \$29,000.00.

## Beach & Transfer Station Stickers

The Treasurer/Collector's office is the point of sale for all beach and transfer station stickers purchased both in person and online. Sales commence in February for the time period of April 1<sup>st</sup>- March 30<sup>th</sup>. Our office is pleased to report revenue for FY18 has increased by 2.5% in comparison to figures through FY17.

### BEACH & TRANSFER STATION REVENUE COMPARISON Revenue Collected FY 2017 vs. FY 2018

Revenue	June 30,2017				June 30,2018			
	# of Permits	total # combined	Amount	total \$ combined	# of Permits	total # combined	Amount	total \$ combined
Non-resident Oversand	3,043		\$ 975,540		3,124		\$ 1,009,835	
Subtotal		3,043		\$ 975,540		3,124		\$ 1,009,835
Resident Oversand	2,514		\$ 451,010		2,454		\$ 452,140	
Senior Resident Oversand	681		\$ 67,750		819		\$ 81,900	
Subtotal		3,195		\$ 518,760		3,273		\$ 534,040
Resident Parking Lot	1,703		\$ 162,060		1,483		\$ 148,300	
Senior Resident Parking Lot	1,308		\$ 65,325		1,532		\$ 76,600	
Subtotal		3,011		\$ 227,385		3,015		\$ 224,900
Transfer Station	3,861		\$ 131,935		3,495		\$ 122,290	
Senior Transfer Station	2,025		\$ 50,550		2,365		\$ 59,125	
Subtotal		5,886		\$ 182,485		5,860		\$ 181,415
Grand Totals		15,135		\$ 1,904,170		15,272		\$ 1,950,190

In addition to Beach and Transfer sticker sales, the Treasurer/Collector's office also collects Mooring and Horse Riding permit fees. The Town netted a total of 1,692 mooring permits for total revenue of \$162,830.00 and 13 horseback riding permits for total revenue of \$325.00.

Revenue	# of Permits	Amount
Mooring	906	\$ 139,660.20
Waitlist	693	\$ 10,359.00
Transient	35	\$ 5,870.00
Tender	58	\$ 6,940.00
Grand Totals	1,692	\$ 162,829.20

## Payroll

The Treasurer's office in conjunction with Carolyn Govoni and Karen Clancy in Accounting is responsible for all payroll activities including accurate and timely payments to all full-time, part-time and seasonal employees; the related employee/employer deductions, taxes and wage reporting.

# PAYROLL CHECKS ISSUED	Year Ending
	6/30/2018
Town Departments	7,862
School	13,312
Total	21,174

I would like to thank and express how appreciative of the efforts of my staff; Maureen Connolly, Kory Lydon, Lindsey Lewis, and Mary Lowe for their dedication, teamwork and being committed. Also, I would like to thank my seasonal employees Shantelle Bolduc and Cathie Guevara for their exceptional hard work during peak permitting season in this office.

Respectfully submitted,  
Jill Stewart  
Treasurer/Collector

## Trust Funds

Balances may be found in the Accounting records.

### **ANNA BIGELOW DAVIS FUND**

As per the will of Anna Bigelow Davis: "one part to the Town of Duxbury, the principal thereof to be invested and the net income therefrom to be employed for the purpose of establishing and maintaining at the Duxbury High School, an Art Scholarship Fund for needy students who have studied art in the Duxbury High School Art Department."

### **ANNIE DREW DUNHAM SCHOLARSHIP FUND**

"Under term of Will (Accepted ATM 3/14/64, Art. 45) Article Sixteen: (b) Three-fourths thereof I give to the Town of Duxbury, in trust, nevertheless, to invest, reinvest, and from time to time to change the investments at the discretion of said trustee, and annually (January first to December first) to pay the net income therefrom derived in a scholarship to, or on behalf of, a student selected as hereinafter provided, in furtherance of his or her education in any branch of learning which such student prefers, and which student is a resident of Duxbury who is graduating from, or has graduated from, Duxbury High School (or if Duxbury no longer shall have its own high school, then the regional or district high school of which Duxbury is a participant). Selection of such student (preferably one in the then-current graduating class) shall be made before June first of each year by a group made up of the following members: The Superintendent of Schools of the Town of Duxbury (or if Duxbury shall no longer have its own school superintendent, then the superintendent of the regional or district school of which Duxbury is participant); the Principal of the Duxbury High School (or if Duxbury shall no longer have its own school principal, then the principal of the regional or district school of which Duxbury is participant); and the members of the Duxbury School Committee.

Should the group herein before provided, or any of them, be unwilling to accept the responsibility of selecting students, to receive such scholarships, the Town of Duxbury, may, at any regular or special Town Meeting, appoint alternates for said principal, Superintendent, and members of the School Committee, and such alternate or alternates may substitute for the person or persons unwilling or unable to participate in such selection.

The fund hereby created shall be known as "The Annie Drew Dunham Scholarship Fund", and the scholarship shall be known as "The Annie Drew Dunham Scholarship".

### **AGNES E. ELLISON FUND**

"The income to be used for the under-privileged children in need of medical attention, particularly to alleviate blindness and deafness."

### **ARTHUR D. EATON CEMETERY FUND**

Last Will and Testament of Arthur D. Eaton - Article Tenth:

"All the rest, residue and remainder of my estate to the Town of DUXBURY, a municipal corporation within said County of Plymouth, and Commonwealth of Massachusetts, IN TRUST NEVERTHELESS, the income therefrom to be expended annually by the Cemetery Trustees of said Town, insofar as may be necessary for the perpetual care of said Eaton Lot, so-called, being Lot #1259 in Mayflower Cemetery, wherein is buried the body of my late Mother, Edna L. Eaton, and in which my body is to be buried as aforesaid, and for flowers and the placing thereof annually in front of the monument on said lot on Memorial Day, and for a wreath and the attaching thereof, annually, to said monument on Christmas Day, the balance of said income in each year to be used for the general care, improvement, and the embellishment of the 'old portion' so-called, of said Mayflower Cemetery: said fund to be known as the "Arthur D. Eaton Fund".

### **BENJAMIN M. FEINBERG TRUST FUND**

"I give and bequeath to the inhabitants of the Town of Duxbury, Massachusetts for educational purposes the sum of fifteen hundred (\$1,500) dollars. Said sum shall be held in trust by the Town of Duxbury and the Principal thereof shall be invested so that the members of the School Committee of said Town may make an annual

award to a member of each year's graduating class of the high school, who intends to pursue his or her education further, either in a college, university, trade school or other institution of higher learning. It is my desire that preference be given to a student who may be in need of financial assistance. The amount of such award shall be determined by the Trustees and shall be paid out of the annual income or out of the undistributed income

"The term 'Annual Income' shall be the 'net income' as herein defined, for the 'fiscal year' of the Fund which ends prior to the date of graduation for which such award is to be made. The term 'net income' as herein used shall include income received from all sources, other than gains from sales or exchanges of property, held by such Fund, after deducting all expenses property chargeable against income. Any gains or losses from sales or exchanges of property held by such Fund shall be regarded as an addition to or as a charge against Principal. The fiscal year of such Fund shall be the twelve-month period commencing with the first day of the month in which such fund shall be created."

#### **EBEN H. ELLISON TRUST FUND**

"Annual Town Meeting, April 28, 1990, Article 36, moved and seconded that the Town vote to accept a gift from Eben H. Ellison Trust and authorize the Board of Selectmen to establish procedures regarding the use of such gift in accordance with Article 36 of the warrant:

"To see if the Town will vote to accept a certain sum of money from the Eben H. Ellison Trust to be invested by the Treasurer, in which no more than one-half the income derived there from shall be disposed of for the support and maintenance of the William P. Ellison Playgrounds, and the remaining income to be used for a worthy Town need or project. All funds are to be allocated at the discretion of two Trustees, Elton F. Drew and Clarence W. Walker, or their successors.

All funds not so expended in any year shall be reinvested by the Treasurer. The sum of Five Hundred (\$500.00) dollars, Two Hundred Fifty (\$250.00) dollars per trustee per year, from the income shall be paid to the Trustees."

#### **EDMUND A. DONDERO SCHOLARSHIP FUND**

Special Town Meeting held May 5, 1986, Article 5, it was moved and seconded that the Town appropriate and transfer \$1,000.00 from Free Cash to establish a scholarship fund, in the name of and to honor Edmund A. Dondero, the income from which is to be used toward the payment of college tuition and expenses for a deserving student interested in pursuing a career in government service, with the scholarship funds to be administered and applied under the Board of Selectmen.

#### **EDWARD P. HOBART SCHOLARSHIP FUND**

As per Will of Ruth C. Hobart-

"Article Fifth: I give and bequeath unto the Town of Duxbury, a municipal corporation within said County of Plymouth and Commonwealth of Massachusetts, the sum of Ten Thousand dollars (\$10,000), IN TRUST NEVERTHELESS, the net income to be paid in annual scholarships to be determined by the amount of income available for distribution in each year. Any excess over the amount necessary to make one or more full scholarships of Five Hundred Dollars (\$500.00) each shall be paid in conjunction with income earned in the year following, or subsequent years, to aggregate a full Five Hundred Dollars (\$500.00) scholarship."

#### **HARRIETT S. CROZIER SCHOLARSHIP FUND**

"Under term of Will - 22nd, A. Scholarship Fund of the Town of Duxbury, Massachusetts, in memory of my late sister, Marion A. Crozier".

#### **HARRY C. & MARY E. GRAFTON MEMORIAL SCHOLARSHIP FUND**

"To establish two one-year scholarships for needy Duxbury High School seniors who plan to continue their education. The Trustees contemplate that this will be an annual award, and that each recipient will be supported for up to four consecutive years (at \$1000 per year upon satisfactory completion of the prior year) for college, or vocational training. Thus, future grants from the Grafton Trust to the Town for this purpose could be increased to a total of \$8,000 in a given year".

### **HELEN DELANO HOWE SCHOLARSHIP FUND**

"Twenty-sixth: I give and bequeath the sum of One Hundred Twenty-Five Thousand (\$125,000) to the Town of Duxbury to establish in this Massachusetts town, a separate fund to be known as the Helen Delano Howe Scholarship Fund, the income of such fund to be awarded annually on an objective and non-discriminatory basis, in one or more scholarships, to students residing in said town who desire to continue their education after high school in an educational institution, as defined in Section 170 (b) (1) (A) (ii) of the Internal Revenue Code of 1986, as amended (the 'Code'), with preference to those students intending to enter the teaching profession. Said scholarships are awarded and administered by the process usually employed in the selection of scholarship candidates in named Town. Such awards may be made to students upon their graduation from high school and the recipients thereof shall continue to be eligible for annual awards, providing that student remains academically and personally qualified and worthy, in the discretion of the awarding authority until the student has received the bachelor's degree."

### **HERITAGE FUND**

The Board of Selectmen voted to adopt the following motion at their meeting of July 9, 1990:

"Moved the Town Accountant be authorized to transfer \$14,000 from the Excess and Deficiency (E & D) Fund to Duxbury Heritage Fund to be established by the Town Treasurer. Said action being consistent with the Motions adopted under Article 14 of the Special Town Meeting of March 1988, and Article 2, of the Special Town Meeting of November 1988.

The Duxbury Heritage Trust Fund shall be for promotion of the Town of Duxbury's natural, historical and cultural heritage. The Board of Selectmen shall enact rules and regulations to govern the Fund and may accept contributions to the Fund and may expend investment earnings of said Fund. Said Fund is established with the \$14,000 contribution given to the Town on behalf of the Town's 350th Anniversary Celebration.

The Town Treasurer shall each year submit to the Board of Selectmen a written account summarizing the assets, contributions and expenditures of said fund. The Selectmen may appoint a committee to advise and assist the Board in the administration of said Fund."

### **ISABELLE FREEMAN TRUST FUND**

"I bequeath and devise to the Town of Duxbury, Massachusetts, but in TRUST nevertheless for the following uses and purposes: to maintain my house lot at 155 Depot Street, Duxbury, Massachusetts, in conservation for use as, but not limited to, a bird sanctuary. Such money to be included in this bequest shall be held intact, the income therefrom to be used for minor repairs of the real estate.

Should the income from such money exceed the operating and maintenance expenses of said real estate, then the Trustees may, in their discretion, expend appropriate portions of the income to provide ambulance services in the Town of Duxbury, Massachusetts, but for no other purposes.

I nominate as Trustees for this bequest to the Town of Duxbury, Massachusetts, its duly elected Board of Selectmen

### **ISABELLE V. FREEMAN POWDER POINT TRUST**

"Income to be expended under direction of the Selectmen for Ambulance Services only".

### **JAMES BUECHLER BOOK FUND**

Gift left in memory of James Buechler, a former teacher, for the schools to purchase books.

### **JONATHAN AND RUTH FORD TRUST FUND**

"Net income only, of said funds, is to be paid by said Town from time to time each year to or for the benefit of those residents of said Town who are, in the sole discretion of said Town, financially unable to secure badly needed medical and/or nursing care, supplies, hospitalization, operations, x-rays, and/or assistance (including dental work) deemed necessary by said Town in any case."

### **KING CAESAR'S FUND**

"To provide for relief of the poor and elderly citizens of said Town; and to assist any citizen of said Town who is, in the judgment of the Selectmen, otherwise unable to pay in obtaining proper medical, dental, psychiatric and nursing care by establishing, equipping and maintaining, through the Plymouth Community Nurse Association or otherwise, a program or programs of preventative medicine and a clinic or clinics for furnishing such care at convenient and accessible locations in said Town and by other appropriate means. Within 90 days following the payment to the Selectmen, they shall submit to the trust a written report as to the objects or purposes for which said payment has been or is to be expended."

### **LADIES UNION FAIR ASSOCIATION OF DUXBURY TRUST FUND**

Accepted at Annual Town Meeting, March 14, 1964, Article 32. Income to be used for the general care of the old section of Mayflower Cemetery.

### **LUCY E. EWELL TRUST FUND**

"Income to be paid over" annually to the authorities in charge of the 'Upper Cemetery' on Keene Street in the part of the Town of Duxbury called ASHDOD, to be expended by them for the care, improvement and embellishment of said cemetery."

### **LUCY HATHAWAY TRUST FUND**

**"Income to be 'applied for the purpose and in the proportion hereinafter specified':**

- One-fourth of said income to be applied to the care and improvement of the public streets in said Town of Duxbury;
- One-eighth of said income to be applied to the care of shade trees within the limits of the public highways in said Town of Duxbury;
- One-sixteenth of said income to be applied to the care and improvement of Mayflower Cemetery in said Town of Duxbury;
- One-fourth of said income to be applied to the support of the public schools in said Town of Duxbury;
- One-sixteenth of said income to be applied to the purchase of books for the public library in said Town of Duxbury;
- One-eighth of said income to be applied to the care and maintenance of the public landings in said Town and the approaches thereto;
- One-eighth of said income to be applied to the maintenance and care of public bridges in said Town."

### **MARGERY S. PARCHER MEMORIAL TRUST FUND**

Special Town Meeting held November 23, 1987, Article 18, it was moved and seconded that the Town vote to approve the establishment of the Margery Parcher Memorial Trust Fund, said Fund to be used to enhance the Town of Duxbury's Annual Fourth of July activities as directed by the Board of Selectmen on the advice of the Fourth of July Committee.

### **MARIETTA F. RUSSELL SCHOOL LIBRARY FUND**

"Received from the Estate of Marietta F. Russell, check for \$1,500.00 bequeathed to the Town of Duxbury by said Marietta F. Russell, under and in accordance with the provisions of Paragraph 14 of her Will, in memory of her parents, Edward B. Russell and Katherine A. Russell, to be held in Trust, and the income therefrom to be used annually for the purchase of books for the Library of the Duxbury High and Elementary Schools."

### **MARIETTA F. RUSSELL SCIENCE MATERIAL FUND**

"Received from the Estate of Marietta F. Russell, check for \$500.00 bequeathed to the Town of Duxbury by said Marietta F. Russell, under Paragraph 34 of her said Will, the income therefrom to be used for the purchase of science materials for the Elementary and High Schools."

### **MARY E. CARR NEPTON SCHOLARSHIP FUND**

"Terms of Will - Clause 6. All the rest, residue and remainder of my estate, both real and personal, I give, devise and bequeath to my Trustee hereinafter named, in trust as follows:

- (a) To establish a fund to be called 'The Mary E. Carr Nepton Scholarship Fund of the Town of Duxbury'.
- (b) The said fund to be held by the Town Treasurer of Duxbury, Massachusetts, as a trust fund, the net income therefrom to be used from time to time for the payment of a part or all of the tuition of needy male students at a recognized college or other institution of higher learning."

### **MOLLY HOPKINS TAFT LIBRARY SERVICE SCHOLARSHIP AWARD**

"To provide a living memorial and at the same time to encourage academic excellence by Duxbury High School students, and especially those who are active in school library activities.

Basis for Selection of Recipient:

Academic excellence is required. If there is a Library Service Club, or equivalent student activity in assisting with the maintenance of library systems, selection should focus on a college-bound student who has participated in such activities. Demonstrated knowledge of library access procedures and unusual familiarity in the use of reference material could aid in selection in lieu of library service although library service is preferable. Performance, not "need" is to be prime consideration. Special consideration is to be given to a student who qualifies well in the two foregoing conditions and has been accepted by Wellesley College, Molly's alma mater.

In the event the student who is thought to most nearly meet the above described conditions elects to not accept this award it should be allowed to accumulate that year, since it is intended that the recipient be selected on academic excellence and library service or unusual facility with and knowledge of reference material accession. Also, in the unlikely event that there is no suitable candidate the fund should be allowed to accumulate.

The award is to be made to reach recipient only one time; it is intended for college expenses during the first year. In the event that the designate cannot attend a school of higher learning in the same calendar year in which the award was made -- for whatever reason--the amount awarded is to be held in the Fund for up to three years for that person's use when electing to go forward with his education. If not claimed by the end of the three-year period, the award is voided and amount of the award reverts unconditionally to the Fund.

If there is a direct descendent of Molly Hopkins Taft (Molly Malvina Taft) who wishes to participate in the selection of the recipient, that person will, after obtaining School Department recommendations, have the right to determine who will be selected for the award, since it is believed that such person is more likely to understand the intent of this Fund."

### **MYLES STANDISH HOMESITE FUND**

"Annual Meeting, Town of Duxbury 3/1/30 - Article 15 - Voted unanimously that the Town accept the homesite of Myles Standish at Standish Shore and send thanks to the Trustees of the Standish Monument Association.

Annual Meeting, Town of Duxbury 3/7/31 - Article 30 - Voted unanimously that the Town accept the gift of \$1,133.16 from the Standish Monument Association, the income from this amount to be used for the care of the lot at Standish Shore where the original Myles Standish house was located.

Annual Meeting, Town of Duxbury 3/12/60 - Article 21 - Voted to authorize the Town Treasurer to accept from time to time any and all money which may be donated to the Myles Standish Monument Fund."

### **NELSON T. SAUNDERS MEMORIAL TRUST**

Special Town Meeting held April 28, 1990, Article 9, moved and seconded that the Town vote to approve the establishment of the Nelson Saunders Memorial Trust Fund of which the principal and interest may be used for shellfish propagation and cultivation for the Town of Duxbury as approved by the Board of Selectmen on the advice of the Shellfish Advisory Committee.

### **RICHMOND G. WIGHT FUND**

Annual Town Meeting held March 11, 1989, Article 36, moved and seconded that the Town accept a gift from the Estate of Richmond G. Wight and authorize the Board of Selectmen to establish procedures regarding the use of said gift in accord with the provision of the Will of Richmond G. Wight. "The gift to the Town of Duxbury is in trust, the income, current and accumulated, to be used in the discretion of the Selectmen or such other persons as may be designated by the Town to exercise such authority, for those proposed beneficial to the Town and its inhabitants for which adequate public funds are not available. Preference shall be given, but not limited, to uses related to the history of the Town, the preservation of historical places and buildings, and the encouragement of all forms of art and artistic appreciation and endeavor within the Town. Payment may be made to charitable organizations for such purposes."

### **THOMAS D. HATHAWAY FUND**

"Income to be expended annually in the purchase, planting and replanting of shade and ornamental trees and shrubbery on and in the several Town ways and highways in said Town of Duxbury and in the care of the same, but should the Selectmen of said Town in any year or years think there was more money from said income than could be well expended for the foregoing purposes they may expend a portion of said income as shall seem to them expedient in improving the sidewalks in said Town of Duxbury."

### **WESTON-THOMPSON FUND**

"To the Town of Duxbury, Massachusetts, the sum of Ten Thousand Dollars, to be held and administered by the Town Treasurer, with the advice and consultation of the Trustees of Trust Funds, as an endowment to be known as the "Weston-Thompson Fund". The income from said endowment shall be used to provide scholarships for graduates of Duxbury High School who wish to pursue their education in the vocations, such as, but not limited to, carpentry, plumbing, electrical work, auto mechanics, and electronic services, and who would, without financial assistance, be unable to advance in their chosen fields. The selection of the recipient or recipients of this award each year shall be made by the principal of Duxbury High School and the superintendent of the Duxbury school system."

### **WILLIAM P. ELLISON CHARITABLE TRUST**

Special Town Meeting held March 11, 1984, Article 4, moved and seconded that the Town vote to accept a gift from the estate of William P. Ellison and authorize the Board of Selectmen to establish procedures and decide upon uses of said gift that are to be for exclusively public purposes. The Board of Selectmen voted March 27, 1989 to approve the use of the Ellison gift for lights at Chandler Field.

### **WILLIAM PENN HARDING LIBRARY FUND**

"Income to be paid by the Town Treasurer to the trustees of the Public Library of said Town, sometimes called the 'Wright Memorial Library' to be expended by them in the month of May each year, in the purchase of recent books on Science, Art or Travel of a popular and instructive character, which books shall be placed in said library for general circulation. Said bequest shall be designated as 'William Penn Harding Library Fund' which designation shall be printed or written in all books so purchased when placed in said Library."

# General Government



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Duxbury Cultural Council  
Facilities  
Fourth of July Committee  
Information Services

# Duxbury Cultural Council

## Duxbury Cultural Council



### Annual Town Report

2018

**Board Members:** Craig Bloodgood, Therese Dimuzio, Suzanne Errasti (chair), Helen Fowler, Susan Kelley, Mary Beth MacQuarrie (treasurer), Judith Montminy, and Candy Weiler.

In September 2017, a press release was sent to “The Duxbury Clipper” announcing the next DCC grant cycle, including information for the grants' criteria and deadline. Grant information was also available at the DCC website, the MACC website, and the Duxbury town website.

In October 2017, after receiving 23 grant applications totaling \$11,360.00 in requests, the Board voted to fund 17 applicant with \$5,330 from Massachusetts Cultural Council funds and another \$495 from funds raised by Duxbury Cultural Council.

#### Applications approved were:

Alden Kindred of America  
Choral Art Society of the South Shore  
Duxbury Council on Aging  
Duxbury Free Library  
Friends of the Duxbury Council on Aging (2)  
Fuller Craft Museum  
Lowry, Douglas  
Massachusetts Educational Theater Guild  
North River Arts Society Annual Festival of the Arts  
Plymouth Philharmonic Orchestra  
South Shore Art Center  
South Shore Bay Band  
South Shore Conservatory  
South Shore Natural Science Center  
The Pilgrim Society/Pilgrim Hall Museum

Congratulatory/rejection letters were sent out to all applicants. The list of recipients reflects varied programs in the Arts, Humanities, and Sciences that the DCC supports to encourage ideas, activities, and family events on the South Shore.

Board Meetings, when scheduled, are usually held on Friday mornings at the Senior Center; meeting agendas are posted in the Selectmen’s Office prior to meetings. Between meeting dates, DCC business consists of reimbursing grant recipients, complying with state mandates, filling out an annual report to the MCC, and getting the town accountant to sign off on the LCC Account Form.

Respectfully submitted by Suzanne Errasti

## Facilities

In FY18 the Facilities Department completed 1,886 preventative and corrective work orders.

### **FY18 FM Capital projects included**

1. Alden School window project appropriation
2. Alden School Library Roof replacement
3. GSH building rehabilitation
4. Rebuild Duxbury Free Library Chiller
5. Alden School Library dehumidification
6. Millbrook and Lake Shore Drive Pump Station Building Rehabilitation
7. PD admin and training dehumidification
8. Crematory-Repair and stain all exterior siding and decking
9. Chandler School Gym Skylight replacement (22)
10. Alden School Fire Exit Door replacement

### **FY18 DPS Capital Equipment included**

1. Floor Auto scrubber
2. DHS Varsity Softball field homerun fence
3. Lt. Steele campus green storage pod

We are very grateful that the Town continues to support our capital and operational plans. This continued commitment is critical in meeting the needs of our buildings and occupants, as well as keeping costs consistent and predictable. I would like to thank the Facilities Management staff who works tirelessly to maintain business continuity throughout all Town owned buildings. We take pride in our customer service approach while meeting the needs of our buildings and occupants 24/7/365. The Town owns 63 facilities totaling approximately 850,000sqft.

I encourage local contractors to contact me if they feel that they can be of service to the Town.

Respectfully submitted,  
Brian J. Cherry, Director of Facilities

## Fourth of July Committee

The Fourth of July Activities Committee once again planned and executed a successful and entertaining 4<sup>th</sup> of July Parade. The committee also promoted the 4<sup>th</sup> of July Road Race, a free concert at the Senior Center with the South Shore Bay Band, and Corner-Stone Lodge's 4<sup>th</sup> of July Breakfast.

The parade theme this year was "Great American Icons" and we had some excellent floats, great marching bands from across the country, antique cars and an equestrian group. The Committee selected Selden Wells Tearse, founder of "Ride PHAT" that promotes the use of helmets in all phases of bicycling and skateboarding, as the 2018 Parade Marshal. Beyond "Ride Phat", Selden can be found volunteering for many other events and providing insight and guidance to local non-profits

This year we held the 2<sup>nd</sup> Annual Duxbury Beach Party and Bonfire on Labor Day weekend. With a doubling in crowd size, a special appearance by Gov. Charlie Baker, the event has established a wonderful end of summer celebration for the residents of Duxbury. Music provided by "The Waves", a children's Kid Zone and a bonfire topped by a dinghy in full sail made for a family friendly day/night on the beach.

The 4<sup>th</sup> of July celebrations are only possible due to the many volunteers who help before, during, and after the parade, including the parade judges, parade monitors, and volunteers of the 4<sup>th</sup> of July Activities Committee. We thank the truck owners and drivers who pulled floats and the volunteers from the Medical Reserve Corps who positioned themselves along the parade route to treat dehydrated parade participants. We thank all the business owners and individuals who supplement our \$15,000 town funding with donations of over \$20,000. We thank the Duxbury Police, Fire, and DPW departments for their assistance in making the celebration a success.

Finally, we say “thank you” to the good people of Duxbury. It is with you in mind that we commit to providing you all with an entertaining parade to kick-off and a beach party to conclude summer in true Duxbury fashion!

Respectfully submitted,

Jamie MacNab and Stu Ruggles, 2018 Co-Chairs

Committee Members: Chris Barry, Barbara Cleary, Katy Gaenicke, Jeff Goldman, Amy and Brian Hill, Jenna O'Donnell, Nancy Reed, Janet Ritch and Janet Skaggs.

DHS Student Volunteer: Matthew Szafran



## Information Technology

I present the Fiscal Year 2018 Annual Report for Information Technology Department (IT). Fiscal Year 2018 (FY18) is completed. It is time to review the past fiscal year - July 1, 2017 through June 30, 2018. As the writing of this report begins, Duxbury has completed the first quarter of FY 2019 and I have submitted IT's requested budget for FY 2020. Because of Duxbury's continuous financial support of technology, the Information Technology Department has unrelentingly endeavored to deliver an improved digital experience.

As a part of providing a better digital experience, in the spring of FY18, an IT Steering Committee was convened to assess and strategize; seeking innovative methods for improving and providing additional efficiencies for all departments in Duxbury. The first meeting was held on June 29, 2018. Kathleen Glynn and Alex Chin were appointed co-chairs of the committee. As approved in Article 19 of the March 2018 ATM, "The Information Technology Steering Committee shall (a) work with an independent IT consultant to scope and develop a Town-wide 3-year strategic IT master plan and (b) provide a progress report at the Annual Town Meeting of March 2019 and to further present their recommendations to the Annual Town Meeting of March 2020."

IT's job functions and priorities are designed to afford employees with the highest and best use of devices, computer networks, telephone systems and other technical infrastructure and resources. The work of Duxbury's departments and Duxbury employees is the work of Information Technology Department.

IT's primary goal is to provide efficiency and productivity through fully functioning resources. We deliver digital services and information by providing desktop services and productivity tools for departments which serve Duxbury's citizens. IT quickly evaluates, identifies and procures solutions, so as to reduce risk, while maximizing value to departments and Duxbury citizens.

Many thanks to Lori White and to all the dedicate people I work with on a daily basis. I get the chance to learn and be challenged by you, yielding in me a desire to better serve this community. Thank you for your challenges and allowing me to serve you.

Respectfully submitted,

Mary E. MacQuarrie, IT Director

# Health & Human Services



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Affordable Housing Trust  
Council on Aging  
King Caesar Advisory Committee  
Municipal Commission on Disabilities  
Veterans' Services

## Duxbury Affordable Housing Trust

The Affordable Housing Trust has long debated how we could best serve Duxbury. Making 10% of our housing stock affordable and listed on the Department of Housing and Community Development's Subsidized Housing Inventory (SHI) in order to avoid Chapter 40B developments is a lofty but possibly unachievable goal. In 2008, only approximately 3.5% of Duxbury's housing stock was on the SHI. Duxbury is currently at 7.41%. We've made a lot of progress, but we would need about 145 more units within the next two years to get to 10%. With the release of the 2020 census, the 10% figure will become higher.

We may, however, be able to provide both SHI-eligible housing as well as moderate "workforce" housing that would suit young families but would not be eligible for listing on the SHI.

Depending on family size, people qualified for affordable, SHI-eligible homes can currently earn incomes ranging from approximately \$60,000 to \$100,000. The income limits for moderate housing currently range from approximately \$75,000 to \$125,050 depending on family size.

Toward the goal of providing workforce housing, the selection criteria for proposals for developing the Town-owned Lincoln Street land requested the inclusion of moderate homes. The development was awarded to Champion Builders, who proposed five affordable homes to sell at \$208,000, five moderate homes to sell at \$360,000 and ten market rate homes to sell at \$575,000. The five affordable homes will be eligible for the SHI.

The Trust purchased a home on Franklin Street as part of our Housing Conversion program. This house will be sold via a lottery to a DHCD-approved buyer and will be listed on the SHI. Buying existing homes and converting them to affordable housing in this manner does double duty toward reaching a goal of 10% affordable properties, as it takes one house off the market rate side of the equation and adds it to the affordable side.

Habitat for Humanity has completed the house on Lake Shore Drive that they began building last year, and have broken ground on the six-unit development at Feinberg Bog off Temple St. The three duplex buildings will contain three affordable and three market rate units. The Lake Shore Drive house and the three affordable units at Feinberg Bog will be eligible for the SHI.



*(Photo courtesy DAHT)*

The lot on Summer Street that the Trust put out to bid unsuccessfully last year was determined to be too wet for affordable housing. It was transferred to the Conservation Commission at March's Annual Town Meeting. Also at the ATM, the Trust attempted to take possession of two town-owned lots on S. River Lane, but the article was postponed due to neighborhood concerns regarding water issues in the area.

The Trust hired a consultant, Dodson and Flinker, to survey other town-owned lots to determine whether any might be suitable for affordable housing. We are entering conversations with the Town in hopes of having two lots transferred to the Trust at the next Annual Town Meeting.

Duxbury Affordable Housing Trustees:

Diane Bartlett, Chair  
Martha Himes, Vice Chair  
Shawn Dahlen  
Sheila Lynch-Benttinen  
George Wadsworth  
Matthew Walsh, Esq.  
Kel Frazier (resigned June 2018)  
Francis Decker (appointed June 2018)



### Feinberg Bog Road Construction

*(Photos courtesy of DAHT)*



## Council on Aging

The COA Building Committee (Pam Campbell Smith, Chair, Paul Brogna, Dennis Nolan, Marcy Bravo, Cheryl Ross, John Heinstadt and town employees Scott Lambaise, Brian Cherry and Joanne Moore) was busy from the first day of the new fiscal year, working to interview and hire an architectural firm to work with us to create drawings for an addition to the Senior Center. After interviewing several firms, the committee awarded the contract to Steffian Bradley to create plans to meet the needs of our growing senior population. From information ascertained from the Feasibility Study it was determined that additional space was needed for fitness, educational and lifelong learning and space to expand the supportive day program was needed to meet the needs today and well into the future!

As you review the highlights of fiscal 2018, you will better understand the scope of services and activities provided at the Senior Center and how this facility serves as a meeting place for the entire community.

- 43,841 participants signed in to participate in the 3,674 programs and activities offered at the Center.
- 1,125 outreach contacts with seniors and caregivers were made through telephone calls, home and office visits.
- 25 Lifelong Learning courses were presented in the areas of history, art, music, literature, current events, religion and science.
- 4,303 meals were served in the Ellison Dining Room and provided to the Intermissions social day program.
- 6,011 meals were delivered to the homebound of the community.
- 17,686 items were served at the Mayflower Café.
- 10,683 rides were provided to seniors. 8,966 rides enabled seniors to remain independent and active in the community. 1,717 rides enabled seniors to get to medical appointments. Our 10 transportation volunteers provided 66 rides to augment our transportation services.
- 38 rides were provided to seniors/disabled persons so they could get to Boston on the GATRA Medical Bus.
- 2,150 rides were provided to ADA clients in the community.
- 43 Boards/Town Appointed Committee Meetings met at the Senior Center 379 times during the year. Our space was also used by various town departments and community organizations for meetings and our facility was rented 17 times for private events.
- 260 days of respite was provided to caregivers while their loved ones attend the supportive day program for adults with Alzheimer's disease or related forms of dementia.
- Appreciated our 280 volunteers' gift of 34,822 hours of service. Using the Independentsector.org dollar value of \$24.69 per hour, the gift of time is valued at \$859,755.

During Fiscal 2018, we were awarded a grant from the Grafton Foundation that enabled seniors to improve their memory by participating in an evidenced based Memory Program created by UCLA and document their memories through a 6 week memoir writing class and/or a creative memory board workshop.

Besides the memory programs offered in Fiscal 2018, each month, the staff at the Senior Center implemented new programs, partnered with community organizations to make a difference in the lives of the people we serve.

In the summer of 2017, we hosted stay-cation events in Duxbury including a variety of field trips and educational programs—including summer school at the Center and the first Annual Hydrangea Festival with guest speaker Mal Condon, the “Hydrangea Guy,” from the Heritage Museums and Gardens.

We also hosted a focus group and created an on-line survey, to find out what people wanted for their food service program. Participants told us they wanted more variety and flexibility in the dining experience. So we expanded the Mayflower Café menu to address this need. Our diners are pleased with the changes! During fiscal 2018, we saw an 84% increase in items purchased in the Café.

In September, 189 adults from 19 communities on the South Shore enrolled in one of the 13 courses offered through our Lifelong Learning program. Participants said, “We are very fortunate to have this resource! This was my first course; I’ll be back!” We partnered with the Duxbury Free Library to offer the Life Reimagined Program to help participants discover possibilities, prepare for change and make ideas real and we hosted an “Understanding the Continuum of Care” panel presentation.

In October, we offered the 10-week NCOA Aging Mastery Program and hosted our first Annual Cranberry Festival including a trip to a working cranberry bog, a cooking demonstration and author event.

Over the Thanksgiving weekend, we partnered with the Duxbury Business Association hosting the Annual Craft Fair and Bake Sale event which is part of Holly Days, a community event to “shop local” and kick off the holiday season. We also hosted a gallery talk and reception of local collector in a program entitled “One Man’s Collection over the Year Art Show.”

In December, we hosted a variety of holiday events including a Winter Soulstice Yoga Retreat, Scandinavian Holiday Celebration, Holiday White Elephant Sale and a New Year’s Eve event in partnership with the Duxbury Rotary Club.

During January, the Board, Friends and staff hosted the 7<sup>th</sup> Annual Black Tie Bingo event which raised \$16,805 for the Interfaith Council to help the community stay warm. And thanks for a grant from the Executive Office of Elder Affairs we added additional sections of the “The Balance for Life” exercise class to help increase balance and reduce fall risk.

In February, 177 adults from 17 communities on the South Shore came out in the cold, to partake in the winter semester of the Lifelong Learning program. 13 courses were offered in the areas of music, art, literature, history, and current events. We also provided space for AARP Tax volunteers to provide free tax return services and partnered with the Duxbury Interfaith Council and the Duxbury High School to offer the First Annual Harry Katz Humanity in Action Program and offered a 5-week Active Aging Series.

The Council on Aging Board completed their work on the long range plan. The key initiatives the Board and Staff will work on for the next five years include:

- Creating a welcoming environment for all
- Being a leader in programming
- Be a good steward of our resources—our staff, volunteers and our building
- Communicating our message effectively
- Facilitating independence for the seniors in Duxbury

In March, the Town of Duxbury voted YES at the Annual Town Meeting to a 4,160 addition to our facility. We are so thankful to the community for their commitment and support to the seniors of Duxbury. We offered “The Retreat” an evening wellness program about our personal health journey and provided tips on how to improve overall health and wellness.

In April, the Friends of the COA hosted two very successful fundraising events—Love Tennis and ½ Marathon, and we partnered with the Duxbury High School to offer the “Credit for Life” Program, an intergenerational program to teach financial literacy to high school seniors. And our Outreach staff partnered with the Norwell Council on Aging to host the evidenced based “Powerful Tools for Caregiver Program” and participated in the Behavioral Health Fair at Kingston Collection Mall as part of their membership in the Behavioral Health Coalition. Our programs staff offered a “No Time for Lyme” program. This well attended evening program reached people of all ages and provided important information about a rising epidemic on the South Shore.

In May, we partnered with the Duxbury Free Library to host “The Conversation Project”. The program helps people think about what they most want at end of life and how to communicate this to their loved ones.

We also received a \$50,000 grant from the State of Massachusetts to make updates to the current facility. We want to thank our legislators Senator Patrick O’Connor, Representative Thomas Calter and Representative Joshua Cutler for bringing this grant request to the State.

And finally in June, Nadeu Construction was awarded the bid to build the 4,160 square foot addition to the Senior Center.

We are thankful for the support of the Town of Duxbury, the COA Board, Friends of the COA volunteers and our dedicated staff. We look forward to Fiscal 2019, seeing each phase of construction and expanding our programs into our new facility! We look forward to expanding partnerships and programming at the Center and in the community.

Respectfully submitted,

Cheryl Ross, Chair

Kay Drake, Vice Chair

John Rutkowski, Secretary

Cece Frame

Susan Grunwald

Ninky Savage

John McCluskey

Susan Kelley

Patti Ryan

Pamela Campbell Smith

Shirley McMahon-Oktay

Becky Brown

Kathy Capraro

Joanna Dow

Andrea Tougas

Cheryl Tufankjian

## **King Caesar Advisory Committee**

The King Caesar Trust Fund was established by the terms of the will of William Bradford Weston in 1916 to provide financially-needy Duxbury residents with assistance in paying for medical and dental expenses. The Board of Selectmen relies upon the King Caesar Advisory Committee (KCAC) to review client cases and make recommendations to them. By vetting cases before they are brought to the Selectmen, the KCAC can often find other resources and/or make referrals to other agencies to assist clients.

It was a relatively quiet year for the King Caesar Advisory Committee. A few potential cases came forward, but for one reason or another did not end up moving forward. The Committee did, however, provide financial assistance to a few clients for prescription eyeglasses, dental expenses, and some needed medical equipment.

The King Caesar Advisory Committee remains committed to helping any financially-needy Duxbury resident, who needs assistance with medical or dental expenses. So if you need a helping hand, or know a Duxbury resident who does, please contact the Selectmen's Office (781-934-1100; Ext. 5402) and our staff liaison will assist you. All inquiries are handled confidentially.

Respectfully submitted,

Diane Barker, R.N., Chair; Rev. Catherine Cullen; Carol Langford, M.D;  
Marie Villarin, R.N., King Caesar Fund Intake Case Worker

C. Anne Murray, Staff Liaison to the King Caesar Advisory Committee

## **Municipal Commission on Disabilities**

The Commission meets on a monthly basis except for the months of July and August. Our members' role is one of advocacy. During the last fiscal year we reviewed and tested mats which would facilitate access to the beach for disabled Duxbury citizens. Wheelchairs can move along the mats which is impossible in the sand. We tested the mats at the main entrance to the beach during the summer of 2018. Additionally, we found that the mats were a welcome addition to parents with children in strollers as well as to the general public. The Commission is applying for grants and working on a fundraiser in order to make the mats a permanent fixture. In May, along with the Duxbury Senior Center, we sponsored a presentation on GATRA by Joanne Laferara. Joanne was very informative and shared with the attendees the number of transportation services GATRA provides which assist those with disabilities, including responding to calls for accessible rides to local businesses and facilities and to doctor's appointments in Boston.

Respectfully submitted,

Marcia Gallagher Solberg, Chair

## Veterans' Services

The Duxbury office of Veterans' Services continues to serve Veterans, their spouses and/or dependents by counseling, advising, and assisting in procuring Federal and State benefits or entitlements for which they may be eligible. On the State and Local levels, we seek benefits for financial assistance; medical treatments; fuel assistance; tax abatements; housing; employment and counseling to those that are qualified under MGL: Chapter 115. The program is 75% reimbursable back to Duxbury.

The process may require appointments at the office or the client's home, or the JFK building in Boston, and at Department of Veterans Affairs (VA) Hospitals in order to verify and justify eligibility. An investigation of assets or other sources of income is performed to seek alternative sources such as Social Security, Social Security disability, and VA pensions for which the Veteran and/or spouse and dependents may be eligible. This investigation helps limit the financial exposure to the Town and the State. The Federal Government does not automatically grant benefits to Veterans. Veterans must apply for benefits. The Veterans' Service Officer also visits hospitalized Veterans and those in nursing homes and eldercare facilities.

Our department also provides assistance in obtaining federal benefits such as service-connected disabilities, non-service pensions, enrollment in the VA Healthcare System and educational benefits. We provide Veterans and dependents assistance in obtaining military records, replacement of medals and ordering grave markers. The office supports town activities such as Memorial Day and Veterans Day.

My office is on the second floor of the senior center. It has discreet and excellent elevator access for older or handicapped Veterans, their spouses and dependents.

Respectfully submitted,  
Michael J. Thorp  
Veterans' Service Officer, Duxbury

# Land Use & Resource Preservation



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Agricultural Commission  
Alternative Energy Committee  
Community Preservation Committee  
Conservation Commission  
Economic Advisory Council  
Old Colony Planning Council  
Open Space Committee  
Planning Board  
Sidewalk and Bike Path Committee  
Town Historian

## Agricultural Commission

The Commission met with several residents / neighbors to negotiate agricultural-related complaints.

Members attended Agricultural Day at the State House. Members met with several Representatives and Legislators regarding pending agricultural bills.

Commission closely monitored aquaculture issues related to storm damage and water quality possibly caused by excess nitrogen runoff.

The Commission continues to work with the Conservation Agent regarding agricultural land in Duxbury.

Respectfully Submitted,  
Jeffrey Chandler, Chair

# Alternative Energy Committee

The Duxbury Alternative Energy Committee (AEC) consists of thirteen appointed members. The current active members are: Lew Segall (Current Chair), Sandy von Stackelberg (Chair FY 2017), Matt Cooney, Josh Cutler, Susan Fontaine, Kevin Kingston, Marc Peterman, Lynn Smith, James White, Jessica Williams and Lois Wood. Ted Flynn is our Selectman Liaison. Jim Goldenberg recently stepped off of the committee, and we would like to thank him for his many years of service as a member and former Chair of the AEC.

The Alternative Energy Committee achieved its primary goals in FY 2018 and continued work on several initiatives that it will continue to pursue in FY 2019.

## Green Community

In FY 2016 the AEC began researching whether we could achieve a “Green Community” designation and therefore be eligible for the associated grant programs.

We worked with the Town Manager and Town Planning Director to put the two requisite town articles before Town Meeting in FY 2017: (1) a Zoning Bylaw change to require as of right siting for ground mounted solar installations in an overlay district on town owned land at the transfer station and (2) the adoption of the “stretch” building code.

With the passage of these articles, in FY2018 we worked with the Town Manager and Town Planning Director to fulfill the additional requirements for a Green Community designation. These included establishing a town energy efficiency plan and a town fuel efficient vehicles program, applicable to vehicles that are not exempt under Green Community standards.

On December 28, 2017 the Baker-Polito administration finally announced that Duxbury was one of the 25 new communities to achieve the Green Community designation. Our initial grant is \$139,705.

Under the Green Communities Act, the state Department of Energy Resources Green Communities Designation and Grant Program can provide up to \$20 million annually to qualified cities and towns. The goal of the Designation Grant Program is to support communities’ investments in energy efficiency and renewable energy projects that further the clean energy goals determined by the designated communities.

Funding for these grants is available through proceeds from carbon allowance auctions under the Regional Greenhouse Gas Initiative (RGGI) and Alternative Compliance Payments (ACP) paid by retail electric suppliers that do not meet their Renewable Portfolio Standard compliance obligations through the purchase of Renewable Energy Certificates.

In the coming years we anticipate working with the Town on future grants and projects funded through the Green Communities Act.

## Other Initiatives

During FY 2018 year we explored additional alternative energy related initiatives and programs that the town could institute, including the following:

- Batteries and storage solutions for solar installations, which is relevant to storm preparedness as well as saving money for the town;
- Charging stations for electric vehicles;
- Solar canopies on municipal parking lots;
- Municipal aggregation to help the town utilize more clean energy at potentially lower prices; and LED street lights.

We anticipate working on these initiatives into FY 2019, as well as participating in the Envision Duxbury master planning process.

### Effect of AEC Efforts

The chart below shows the benefit to the Town for FY 2018 from net metering pursued by the AEC for the following projects: Acushnet gravel pit solar array, Duxbury transfer station solar array and ConEdison wind farm in Plymouth (originally started by Future Generation Wind).

FY2018	Production (kwh) "purchased"	Eversource Credit	Paid to Supplier	Net Benefit (\$) to Town
<b>Acushnet Solar Farm</b>	1,471,882	\$ 227,563	\$ 185,464	\$ 42,099
<b>Duxbury Landfill</b>	559,680	\$ 86,345	\$ 51,826	\$ 34,518
<b>Wind Turbine (Duxbury's Share)</b>	1,922,728	\$ 319,009	\$ 245,587	\$ 73,423
<b>TOTAL</b>	3,954,290	\$ 632,917	\$ 482,877	\$ 150,040

Below is the chart from our FY 2017 Annual Report for comparison.

<b>Duxbury Net Metering FY 2017</b>				
	PRODUCTION (kwh) "purchased"	Eversource Credit	Paid to Supplier	Net Benefit to Town
Acushnet Solar Farm	1,399,580	\$209,937	\$171,099	<b>\$38,838</b>
Duxbury Landfill	586,740	\$88,011	\$53,159	<b>\$34,852</b>
Wind Turbine (Duxbury's share)	1,841,377	\$267,018	\$214,140	<b>\$52,878</b>
<b>TOTAL</b>	3,827,697	\$564,966	\$438,397	<b>\$126,568</b>



Respectfully submitted,  
Lew Segall, Chairman



Matthew Cooney of the AEC, Barbara Bartlett – Special Projects/Energy Manager for Duxbury Schools, and Cooper Leonard - aide to Josh Cutler represent Duxbury at the Green Communities presentation.

## Community Preservation Committee

The Community Preservation Act (MGL Chapter 44B) enables Duxbury to address growth and development, which not only impacts a community's character, but places demands on municipal services and natural resources. CPA funds are used for the protection of open space, vital for the protection of groundwater; historic preservation; affordable housing; and recreation. Duxbury's CPA surcharge was reduced in 2014 from 3% to 1% of the real estate tax levy and this is matched in part with funds from the CPA Trust Fund. The CPA Trust Fund receives fees from the State Registry of Deeds and an annual disbursement is made in the fall. There are two exemptions which further reduce the surcharge: the first \$100,000 of residential property value is exempt and property owned and occupied by a person who qualifies for low income housing or low and moderate income senior housing is exempt.

The Duxbury Community Preservation Committee (CPC) oversees these funds, reviews applications for funding, holds an annual public forum, and makes its recommendation at Town Meeting. A minimum of 10% of funds must be allocated to open space, 10% to affordable housing, and 10% to historic preservation. An additional 5% is set aside for administrative purposes, such as salaries, appraisals, legal work, and consultants. The remaining 65% of funds may be allocated to any of the three purposes, including recreation. Unused administrative funds are returned to the CPA general account and any remaining funds from completed projects are returned to the respective CPA accounts.

In fiscal year 2018, the town raised approximately \$491,652 (\$482,246 in FY 2017) the State match in the fall of 2017 was \$60,378 (\$96,000 in 2016). Forty nine percent of the Commonwealth's communities, including Boston, have adopted CPA which has had an impact on the distribution of state matching funds. The median single family Duxbury CPA tax bill was \$69.70 (\$65.89 in FY2017).



**Duxbury Rural & Historical Society Bradford House Window Restoration Project**  
*(Photo courtesy of the CPC)*

This was a productive year as irrigation was installed at the Jaycox Tree Farm, the window restoration project at the DR&HS Bradford House proceeded quickly, and the Bay Management Committee moved forward on the development of signage for Howland's Landing Park. The entrance to the John Alden House was reconstructed to allow for better drainage and the Myles Standish Cemetery has new signage, access and fencing. Clearing of land for the Feinberg Bog Road development off of Temple Street began. This is land that was formerly owned by Camp Wing, purchased with CPA funds and will be developed by Habitat for Humanity for a six unit development (3 affordable and 3 market rate homes).

The CPC received seven proposals for the March 2018 Annual Town Meeting. The Duxbury Affordable Housing Trust had two articles for the transfer of funds in the CPA housing reserves to the Housing Trust. The Trust's grant agreement raised a number of concerns with members of the CPA and Finance Committee, whereupon the Trust chose to withdraw its articles and to address this matter at a later date. The Historical Commission's proposal for the survey of seventeen houses in Tinkertown and placing Tinkertown in a National Register District was reviewed by Town Counsel and determined to not be in keeping with the definition of "Preservation" within the Community Preservation Act. The Community Preservation Coalition recommended the use of CPC administrative money for this purpose as this would provide historical data on this area that could be used for further action for preservation.

The articles for the March 2018 Annual Town Meeting were as follows:

Article 34. Purchase of 27.32 acres on Summer St. from the DeLorenzo family. This property would enlarge an agricultural district which includes the Historic O'Neil Farm. The article allows for the Selectmen and/or Conservation Commission to enter into a farm agreement for up to 10 years. \$770,000.

Article 35. Purchase of 21.61 acres on Church St. which abuts 180 acres of town owned open space and 2 parcels owned by the Duxbury Water Department. \$1,500,000 (\$1,100,000 CPA funds, \$400,000 Water Enterprise Fund).

Article 40. CPC Operating Fund. \$30,330

Article 41. CPC Allocations. \$181,134.

Article 42. Preservation and repair of historical books stored in the Town Clerk's vault dating back to 1642, including copying and scanning into digital format. \$25,000.

Article 43. Construction of 6 baseball dugouts at the Keene St. fields. \$88,000.

The CPC would like to thank Paul McCormack for his contribution to the CPC as the representative of the Duxbury Housing Authority and welcomes Stephen McCarthy. Many thanks to Peter Buttkus and his team for managing our beautiful lands and to Steve Donovan and friends for keeping an eye on the trails. The CPC is also grateful for Joe Grady's commitment to land protection, his tireless work with landowners and farmers and his assistance with many hours of committee meetings. A special thanks to Pat Loring who has spent hours drafting the necessary conservation restrictions. And of course, special thanks to Susan Ossoff for assisting the CPC and sharing her knowledge.

Respectfully,

Holly Morris, Chair  
Tony Kelso  
Cindy Ladd Fiorini  
Kathy Palmer

Terry Vose  
Sarianna Seewald  
Paul McCormack

## Conservation Commission

The primary responsibility of the Duxbury Conservation Commission is to protect wetlands which is achieved by administering the Massachusetts Wetlands Protection Act, M.G.L. Chapter 131, s 40 and the Town of Duxbury Wetlands Protection Bylaw. Wetland values protected by our local bylaw are public or private water supply; groundwater; flood control; erosion and sedimentation control; storm damage prevention, including coastal storm flowage; prevention of water pollution; fisheries, shellfish, wildlife habitat, rare species habitat, recreation, agriculture, aquaculture and aesthetics. Public hearings are held generally twice a month to review projects in and near wetlands to ensure protection of these resources.

In January the highest tide ever recorded in Massachusetts, combined with solid sheets of bay ice, caused extensive damage to dozens of piers. This was followed by weeks of similar high tides in March and a parade of northeaster storms which caused significant flooding and coastal damage to Duxbury Beach, seawalls and other coastal structures. The Commission spent the next few months permitting repairs to these structures and the beach.

Another responsibility of the Commission is open space land acquisition and land management. In June the Town finalized a gift of 20.53 acres of salt marsh along the Back River from the Starr family. The Conservation Commission now owns 3,108 acres of land. When combined with land protected from development through the use of Conservation Restrictions, over 3,411 acres or nearly 22% of all land in Duxbury is permanently protected from development. The Conservation Department manages a 3-acre Christmas tree farm, 7 hay fields totaling approximately 60 acres, and 127 acres of actively farmed cranberry bogs managed through 7 farm agreements.

Steve Donovan, a part-time Conservation Department employee, continues to perform year-round land maintenance activities on Town- owned open space. He organized volunteers to count herring at the Island Creek fish ladder, maintained a tree nursery at the Town-owned Jaycox Tree Farm, and kept walking trails trimmed and clean of liter and debris. The weed harvesting machine was out of service all season. Josh Cutler, our State Representative, secured \$35,000 in state funding for a new weed harvester. It is hoped that the 2019 Town Meeting will provide the remaining funds needed to replace the existing, old machine that is requiring frequent and expensive repairs.

The Jaycox Tree Farm continues to be impacted by the 2016 drought. Tree sales were significantly down this year but the 2017 Town Meeting approved CPA funding for an irrigation system which was installed in September. The system kept the plantation well watered all summer and our new seedlings and established healthy trees are now thriving. In several years we should be back to a full selection of beautiful trees for the holiday season.

The Massachusetts Department of Fish and Game Division of Ecological Restoration awarded a \$10,000 grant to the Town to complete phase 2 of a hydraulics study related to the potential removal of the earthen dam located off Temple Street next to the former River Street. The goal is to reconnect the river and ocean and remove barriers for wildlife and fish passage.

Sam Butcher and Thomas Gill were reappointed as Conservation Commissioners for three-year terms. Susan Ossoff continues to assist in the office. She was appointed as Administrative Assistant more than four years ago and brings valuable new ideas to our office.

The Conservation Commission wishes to thank DPW Director Peter Buttkus, Jim Savonen, Bruce Duffy, and Bruce O'Neil and the entire Department of Public Works for their valuable assistance in maintaining the conservation areas in Duxbury.

Respectfully submitted,

Corey Wisneski, Chair  
Thomas Gill III, Vice-Chair  
Samuel Butcher  
Scott Zoltowski

Mickey McGonagle  
Holly Morris  
Robb D'Ambruoso

## Economic Advisory Council

The Economic Advisory Committee exists as an advisory source to the Board of Selectmen. Its primary focus is to support and promote efforts to foster economics strategies with the local business community within the town of Duxbury. The scope of the committee can include recommending signage, traffic patterns and pedestrian access to the Board of Selectmen. The committee will also render a position on Zoning Bylaw changes as it relates to business zoning changes.

This past year was spent primarily examining and working with the Town Planning Director as it relates to the planning initiative for Halls Corner. The initiative is considering ways to manage new development, while preserving and enhancing the character of the area. Parking and circulation improvements will also be taken into consideration. Past studies from the Metropolitan Area Planning Council and the Old Colony Planning Council are currently being used in conjunction with a professional planning and design firm, Harriman. Harriman has been retained through a Department of Housing and Community Development grant secured through the Town Planning Director.

The Economic Advisory Committee made recommendations on the various zoning changes that were voted on at the Annual Town Meeting in March as well as the Special Town Meeting held in December. These changes were related to business development and included usage coverage and changing areas previously zoning as residential to Neighborhood Business and the newly created Neighborhood Business Light.

Respectfully Submitted,

Charles J. Weilbrenner  
Chairman, Economic Advisory Committee

## Old Colony Planning Council

As your representative to the Old Colony Planning Council (OCPC), we are pleased to present this report on behalf of the Council for 2018.

The Old Colony Planning Council was established in 1967 by state statute and is authorized to prepare plans for the physical, social and economic development of the seventeen-member district. OCPC is designated as; an Economic Development District by the U.S. Department of Commerce for the coordination of regional economic development activities, and the Area Agency on Aging (AAA) by the Executive Office of Elder Affairs to plan, manage and coordinate elder services in a twenty-three community service area. OCPC is also designated the Old Colony Metropolitan Planning Organization (OCMPO) to plan and program transportation and transit improvements for the region.

In addition to the above-designated responsibilities, the Council also assists its member municipalities with technical planning, grant application preparation and current local and regional socioeconomic information.

During the past year, the Council completed the 2018 Comprehensive Economic Development Strategy (CEDS) Plan; the FFY 2019-2023 Transportation Improvement Program (TIP); the FFY 2019 Unified Planning Work Program (UPWP); the Brockton Area Transit – 2018 Fare Analysis Study, 2018 Service Change Equity Analysis and the 2018 Ridership Report. Additionally, the council conducted numerous Road Safety Audits, Intersection Analyses, and Transportation Technical Studies to the member communities. The Council also provided technical assistance to member communities under the District Local Technical Assistance (DLTA) Program. The DLTA funding was used in such areas as green communities' designation and reporting; regionalization; including aggregation of electricity, regional water and wastewater, as well as conducting a number of land use analyses, neighborhood economic, housing production plans, community compact and transportation analyses. The Council also provided assistance to the town of Plymouth on the decommissioning of the nuclear power plant, assistance to municipalities in the development of business associations and site finders, and provided a

variety of economic development technical assistance. The Old Colony Area Agency on Aging (AAA) during the past year, with assistance and guidance from member community advisory committee members, has continued the ongoing administration of over \$1.6 million dollars of Federal and State funding for elder services. The OCPC-AAA administers and oversees funding for services like transportation, homecare, legal services, nutrition, and others to the more than 98,000 people age 60 and over in the region. In addition, we completed the 2018-2022 Area Plan on Aging. The OCPC-AAA continues to advocate on behalf of older persons from throughout the region. The OCPC-AAA Long-Term Care Ombudsman Program continues its efforts, with 1,128 visits to nursing and rest homes, investigating over 200 issues of concern from residents or families. In addition, OCPC continues to administer the Septic Loan Program for the Towns of Avon, Cohasset, Hanson, Kingston and Stoughton. During 2018, the Council processed approximately \$243,530 in loans for both septic systems and sewer connection for the communities under the Septic Loan Program.

One delegate and one alternate member represent each member community of the Council. The Council members establish policy, develop the work program, and employ and oversee the activities of the professional staff. The Council meets on the last Wednesday of each month at 7:00 PM in the OCPC offices located at 70 School Street, Brockton, MA. In 2018, the Council elected Frank P. Staffier, of Avon as Council President; Christine Joy, of Plympton as Council Treasurer; and, Fred L. Gilmetti, of Whitman as Council Secretary. Pasquale Ciaramella serves as Executive Director of the Council.

The Council gratefully acknowledges the generous support and cooperation of its member communities and the participation and involvement of the many individuals who participate as members of committees. Special thanks are extended to the Joint Transportation Committee (JTC) Chair Noreen O'Toole; Comprehensive Economic Development Strategy Committee (CEDS) Chair Mary Waldron; and, the Area Agency on Aging Advisory Committee Chair Jennifer Young for their commitment, dedication and leadership during the past year. The Council also recognizes the work of local boards and commissions and the government agencies, public and private institutions and individuals who assisted the Council in its efforts.

Respectfully submitted,

Valerie Massard, Delegate

George D. Wadsworth, Alternate

Troy E. Garron, Delegate At Large

## Open Space Committee

The Open Space Committee (OSC) meets monthly from September to June at the Duxbury Senior Center. The Committee members are active on other land use boards and at each meeting we discuss activities from those committees as it relates to open space.

The committee's activities included:

- Envision Duxbury / Comprehensive Plan: At the 2017 Annual Town Meeting, residents approved funds to update the Comprehensive Plan. Several committee members were designated as ambassadors to assist in engaging the community in the process. The Committee attended the Envision Duxbury public forum and also reviewed and provided feedback to the Open Space section of the Comprehensive Plan.
- Members reviewed the Conservation Restrictions on the Town Green and two adjacent Washington Street parcels (CR# 11, 12, and 13). The Town Green property on Washington Street and Harden Hill Road was purchased from the Sisters of Saint Margaret. The CRs are co-held by the Duxbury Conservation Commission and the Wildlands Trust and monitored by the Wildlands Trust.
- Open Space and Recreation Plan (OSRP): The OSRP was conditionally approved by the Commonwealth. The OSRP sub-committee will review the State feedback and make the necessary changes to get full approval.
- Open Space Forum: Members participated in the Open Space Forum, organized by Wildlands Trust. In addition to providing informational topics it also allows the committee to collaborate with surrounding towns on issues related to Open Space.
- Tree Preservation sub-committee: Tree Warden and DPW Director, Peter Buttkus, applied for grants to take inventory of the trees of the Town which unfortunately were declined. The Subcommittee will continue to prioritize scenic roads, inventory trees on those roads, and determine where to plant new ones.
- The Committee looks forward to partnering with other town organizations/committees to co-host events to promote the use of the fantastic open space resources Duxbury has to offer.

Respectfully Submitted,

Kathy Cross, Chairperson

Members: Brian Glennon, Planning Board Representative; Freeman "Bo" Boynton III, Water and Sewer Advisory Board Representative; Lorrie Hall; Pat Loring; Kathy Palmer, liaison to the CPC; Emily Martecchini, Secretary; Melissa Rosenblatt, Phil Tuck, and Kathy Cross, Chairperson.

## Planning Board

The Planning Board is a seven-member board elected by the residents of Duxbury to serve five-year terms. The Planning Board considers applications submitted under the Town of Duxbury Subdivision Rules and Regulations and the Duxbury Protective ("Zoning") Bylaw, guided by Massachusetts General Laws Chapter 40A and Chapter 41, Section 81. The board meets twice per month, and members actively participate as representatives on local and regional committees and/or boards: Community Preservation Committee, Economic Advisory Committee, Affordable Housing Trust, Metropolitan Area Planning Council (MAPC) – South Shore Coalition, the Old Colony Planning Council (OCPC), the Open Space Committee, and the Water & Sewer Advisory Board.

At town elections in March 2018 Cynthia Ladd-Fiorini and Brian Glennon were re-elected for five-year terms. In May the Planning Board re-elected Scott Casagrande as Chairman and David Uitti as Vice-Chairman, and Cynthia Ladd Fiorini was re-elected as Clerk for the eighth consecutive year, and George Wadsworth was elected as Clerk Pro-Tem, a new position for the board.

The Board thanked and bid a fond farewell to Diane Grant, Administrative Assistant, who was with the Board for twelve years of service, and wishes her well in her retirement. The Board welcomed Ashley MacMillan, who has taken on the role of Administrative Assistant as a full time position.



*Pictured (top row L-R): George Wadsworth, John Bear; Scott Casagrande, David Utti, (front row L-R): Cynthia Ladd-Fiorini, Brian Glennon, Jennifer Turcotte.*

The MAPC kicked off the first Phase of Comprehensive Plan update as the consultant to the Planning Board for this important project, known as “Envision Duxbury,” which sets the course for the 20-year planning horizon. The community participation component is made successful through the help of several resident volunteers who have stepped forward as ambassadors to help with community outreach. The second phase of the process will be undertaken in the next fiscal year, through a second \$25,000 Technical Assistance Grant from MAPC and through the support of Town Meeting providing \$50,000.

Through Technical Assistance Grants from MAPC and teamwork with the Commonwealth Green Communities Division, Selectmen, Town Manager, DPW, School, Planning (lead), Facilities and Building Departments, volunteer support from the Alternative Energy Committee, and through the support of Town Meeting, the Town was designated as a Green Community, making it eligible for funding to help reduce municipal energy consumption through annual competitive grant cycles for projects identified in the adopted approved Energy Reduction Plan. A first-time grant of over \$139,000 was awarded with the announcement that the Town became eligible, to be used at the Alden and Chandler schools.

New legal counsel for the Town, KP Law, P.C. (formerly Kopelman & Paige), has been brought on board and is working with the Planning Board and staff to do the recodification of the zoning bylaw starting with the recommendations compiled by the now-disbanded Zoning Bylaw Review Committee. The changes will be taken on incrementally in a manner that will simplify the bylaw and through an ongoing process, tackle the many issues that have been identified, through the Planning Board.

Through a Technical Assistance Grant from MAPC, working with Planning staff, input from several department heads, the Planning Board, and public outreach, the Town adopted a Climate Vulnerability and Assessment Plan and submitted it to the Commonwealth relative to the new Municipal Vulnerability Preparedness (MVP) program to seek eligibility for planning and improvements related to climate preparedness. This is important in light of the flooding at Snug Harbor, and significant storm damage from the March storms in 2018 and represents a follow-up to the Kleinfelder Sea Level Rise study. Planning staff also submitted an application to be eligible for the new Housing Choice Initiative program under Governor Baker’s Administration, which offers assistance for planning, infrastructure and other housing-related needs through funding programs at the local level. The update to the Hazard Mitigation Plan is ongoing at the department head level, working with MAPC through a Technical Assistance Grant. Bid requests for stormwater design guidelines have been issued, and preparations for bids to update the zoning maps are ongoing.

Planning received a Technical Assistance Grant from the Commonwealth’s Massachusetts Downtown Initiative (DHCD) with assistance from MAPC on the application, to bring in Harriman (which purchased the Cecil Group) to facilitate implementation planning and visioning for Hall’s Corner, working with the Economic Advisory Committee, to continue the discussions to long and short-term planning in the coming year, using previous studies.

Planning was very active relative to zoning changes for the 2018 Annual Town Meeting. The Planning and Selectmen's proposed ban on marijuana 'not medically prescribed' facilities, both through zoning and general bylaws was advanced, while an outdated temporary moratorium on medically prescribed marijuana facilities was removed. Planning staff participated in forums held by the FACTS group which also included the Chief of Police relative to these articles. The Planning Board's proposal to regulate Solar Photovoltaic Facilities was supported by Town Meeting. The Historical Commission once again IP'd its proposed amendments to the demolition delay bylaw. Island Creek Oysters of Duxbury purchased the former Battelle property in the fall of 2017, and approached 2018 Town Meeting to rezone the rear of the property (excluding the two historic homes fronting on Washington Street for now at the request of the Planning Board) as NB1, which passed by a high margin at Town Meeting. Planning staff worked intensively throughout the year with the Local Historic District Commission relative to fees, regulations and ultimately supporting their efforts to successfully adopt additional local historic districts. The Planning Board proposed an increase in NB lot coverage, ultimately not supported by Town Meeting.

### **Permitting:**

- A proposal for eight lots on the former Battelle Property on Washington Street, filed in the spring of 2017, was ultimately approved after numerous hearings prior to the sale of the property to Island Creek Oysters. The subdivision approval was used to establish sale value, and is not expected to be built.
- A ten-lot subdivision on Summer Street (Dogwood Drive) near the Plympton town line filed in 2017 was ultimately approved after a series of hearings; no action has been taken in terms of construction.
- A six-lot (5 new) subdivision off of Surplus Street (Nash Road) was re-submitted and approved after land was added to the project (approved in 2017 but modified with this proposal).
- 12 Approval Not Required (ANR) plans. 11 were approved, the majority representing land swaps and boundary clarifications, creating a total of 5 new lots; 1 ANR was denied.
- 18 referrals to the Zoning Board of Appeals (some concurrent with Site Plan Review to improve the permitting process for the Applicants); and
- 5 Administrative Site Plan Reviews, representing improvements on existing commercial properties, including the new pool at the Duxbury Yacht Club, an addition to the Senior Center, a new office/home for Robbie at St. George Street, and proposed improvements to the veterinary hospital of Dr. Hebert. The other involved discussions of possible modifications to the Duxbury Yacht Club's Mattakeeset Court parking lot.
- 1 access determination was reviewed.
- The Planning Department reviewed 495 Building Permits for consistency with Planning Board and Flood zoning requirements.
- The Planning Board updated its fee schedule for the first time in several years.

In addition to its work with the Planning Board, the Planning Department has provided significant advisory assistance for the Economic Advisory Committee, Alternative Energy Committee, Duxbury Affordable Housing Trust, Local Historic District Commission, and Sidewalk & Bike Path Committee this year. The Planning Director also serves as the Community Floodplain Coordinator; and is the Town's delegate for the OCPC, MAPC and OCPC MPO. The Director provides Geographic Information System mapping; and is serving as the Town's coordinator/point person for the following: zoning maps update; updated stormwater design guidelines; Community Compact coordination; zoning recodification; Hazard Mitigation Plan update (MAPC); Green Communities reporting; and the Climate Resiliency Plan.

Town Meeting approved a recommendation of the Government Study Committee to move reporting of the Planning Director to the Town Manager, with the support of the Planning Board.

The Planning Board thanks Valerie Massard, Planning Director, and the Administrative Assistants who served this year. As always, the Planning Board thanks town residents for their participation and input. The Planning Board looks forward to continuing to serve the best interests of the residents of the town of Duxbury.

### **Planning Board members:**

Scott Casagrande, Chair	Brian E. Glennon, II
David Uitti, Vice-Chair	Jennifer Turcotte
Cynthia Ladd Fiorini, Clerk	George D. Wadsworth, Clerk Pro-Tem
John P. Bear	

## Sidewalk and Bike Path Committee

The Sidewalk and Bike Path Committee continued its efforts to create community paths and improve the pedestrian experience throughout Duxbury. We also strengthened our partnership with Safe Routes to School and RidePHAT. Below is a summary of our activities.

At the 2017 Annual Town Meeting, residents approved funds to update the Comprehensive Plan. To engage the community and receive feedback, a town wide survey was conducted and it confirmed that residents put a high priority on sidewalks/recreational paths. In November, a public forum was held and additional feedback was received regarding how pedestrian paths should be designed.

In January, Mark Fenton, a consultant who was involved in creating paths in Scituate, spoke to the committee and provided several suggestions which included changing the name of the committee, getting an advocate on the planning board, and perhaps hiring a consultant to create a town wide visionary plan. As a result, David Uitti will be the Planning Board liaison to the Committee and we have discussed changing the name of the Committee.

The Town Planner included our Committee in a Massachusetts Downtown Initiative (MDI) state grant for a Duxbury business district study. This will be an extension of previous Hall's Corner studies which were done by the Old Colony Planning Council (OCPC) and MAPC. A kickoff meeting was held in June which included key business owners and other Duxbury Committee members. The Committee is looking forward to participating in the study to make the business districts more pedestrian friendly.

OCPC conducted a traffic study at the intersections of Alden Street and Railroad Ave. and Railroad Ave. and St. George St. A draft of the traffic study results was presented to the Highway Safety Advisory Committee (HSAC) in October and the final report was issued June. We plan to review the results with the HSAC in August.

The Committee continued to foster their relationship with the Safe Routes School (SRTS). In May, the Duxbury Alden and Middle Schools once again participated in the Safe Routes to School (SRTS) Bike to School Day. The Committee distributed stickers and bike reflectors to all riders and in addition, students also received RidePHAT "tickets" for wearing their helmets. This is a very popular event with students and the Alden school received a state award for the most participants (over 300).

The Committee also worked with the Chandler School to become a SRTS partner and this year Chandler students participated in the SRTS Walk to School event.

The Committee also experienced some turnover in membership, most notably the resignation of Michelle Hatfield. We would like to thank her for all her hard work, particularly for the Alden St. / Railroad Ave. project and the SRTS program. The Committee would also like to thank René Read, Valerie Massard, Peter Buttkus and David Uitti for their assistance during the year and we look forward to working them in the upcoming year.

## Town Historian

In terms of Duxbury's history, the year 2017-18 was a year of some pluses and some minuses.

The pluses include a growing general awareness of the importance of saving Duxbury's history, and its different aspects, not just the better known first settlers and ship building eras. The Master Plan for Duxbury that is in the works helps to highlight this wish to understand and preserve Duxbury's history through its built and natural landscape.

Our wonderful non-profit organizations like the Duxbury Rural and Historical Society and the Alden House promote different aspects of Duxbury history through many different medias and ways that spread that awareness far and wide. Now we need to translate this awareness and love of Duxbury history into action- through preservation of buildings, homes, landscapes, documents, photographs etc.

Preservation does not mean stagnation. Duxbury is a living, breathing and changing 21st century town, not a museum. But that does not mean that we can not save things like older buildings and land that visually help us know the past. These fundamental things that make Duxbury unique are all the more richer by being sensitively updated so they preserve and embrace the history of the people who used them over the years. Nothing is more heartwarming, to a town historian at least, than to see an older Duxbury building or landscape come back to life so it reflects its past and is useful in modern life. They help us tell the stories of the people who lived here and how those stories can help us into the future.

One of the most vulnerable parts of Duxbury history are the waterfront areas, from the Gurnet Road neighborhood to the Bay Farm one. Rising sea levels and global warming are true threats to areas that have withstood tides and storms for hundreds of years. We must protect these areas soon before it is too late.

They are also vulnerable to rising real estate values and the relentless tide to rip down and build bigger and bigger. Duxbury's "Summering Era" gave us much of our built landscape along the bay, and these buildings have such visceral connection to what we love about Duxbury - the summer, and the feelings of relaxation and the pleasures of being and enjoying near the bay and the beach.

I have tried this year to do talks and walks and tours that highlight Duxbury's Summer Era. Many places over the years have been successfully winterized and expanded and yet still give us a good sense of the summer house it once was and the neighborhood it is in. But even these renovated places are threatened with the latest frenzy of bigger and bigger.

We also lose that open landscape that still exists along the waterfront, as the glimpses of the bay or the beach that can be enjoyed are swallowed up by large buildings, high privacy fences and landscaping that suggest that the views we get from public spaces like streets only belong to the waterfront owners. Let's hope those minuses revert and ebb to allow growth and progress while enhancing our "Summerscape" that makes Duxbury so special at any time of the year. Reverse, not Rip-down, should be our mantra to save Duxbury's smaller less known historic treasures, like the summer house structures, that can still be found and help us know Duxbury's history.

Respectfully submitted,

Tony Kelso  
Duxbury Town Historian



A summer cottage that did not survive and has been demolished. (*photo courtesy of Tony Kelso*)



A former summer cottage that has successfully transitioned to year round.  
(*photo courtesy of Tony Kelso*)

# Library & Schools



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Duxbury Free Library  
School Superintendent

*Chandler Elementary School*  
*Alden Elementary School*  
*Duxbury Middle School*  
*Duxbury High School*

## Duxbury Free Library

Fiscal year 2018 was an inspiring year at the Library, beginning with an enthusiastic summer program brimming with events and activities for residents of all ages. *Libraries Rock!* was the theme for the summer reading program, which attracted 215 adult readers and 663 eager younger readers. Westwinds Bookshop and the Library co-presented the annual BookBreeze Literary Festival featuring noted authors Elin Hilderbrand and Eileen McNamara. Library outreach hit an all-time high this year with many off-site programs, and the Library staff was thrilled to offer a variety of programs in our new and beautiful Reading Garden.

The Library was open for 2,327 hours and welcomed 144,185 people this year. The number of virtual visitors continues to rise, confirmed by an increase in the downloading and streaming of digital content and social media engagement. These statistics mandate continued development and support of current, relevant, and useful physical and virtual services. Library staff circulated 195,426 items across the desk, 53,526 items were lent to other libraries, both in Massachusetts and in other states, and the staff conducted 3,630 reference transactions. Three hundred and forty-eight patrons used the Library's Digital Media Lab and over 8,000 hits were received on the Library's blogs and podcasts. An impressive overall attendance of 12,996 patrons enjoyed 139 young adult programs, 481 children's programs, and 270 adult programs. This attendance figure is more than a 25% increase over the previous year, confirming the Library's reputation as the epicenter of the community. In addition, the Library's meeting and study rooms were used independently by residents and community groups a total of 2,894 times.



*Photo by David Murphy, DFL Reference Librarian*

The Library completed the first year of its five year Strategic Plan and implemented many action plan objectives. The DFL teamed up with the Town's website developer to design a completely new and improved website which was launched in January. Marketing and Display Committees were formed and electronic signage boards were purchased and installed to announce events and programs in the building. We had a visit from two space planners from the Massachusetts Library System, who recommended inexpensive and simple changes to make the Library and collection more appealing to patrons.

In addition to many ongoing program series including *Book A Librarian*, *Laughter Yoga*, teen discussion group *Bookmarks*, *Monday Night Knitting Group*, and *Tales for Tots*, the Library launched the *May Music Series*, *Community Conversation series*, *Ukulele Lesson and Jam Sessions*, and the *Teen Film Club*, to name just a few. Strengthening community partnerships continues to be very important. The Library joined forces with the Duxbury Senior Center to present author events and other multigenerational programming and the FOL held a fundraising event at the Duxbury Bay Maritime School.

Library staff made great use of the recently opened Reading Garden and held "pop-up" crafts and activities for children and adult. This beautiful new area of the Library will be maintained by a coordinated effort including members of Library staff, Library Boards, and with a generous annual contribution from the Friends of the Library.

In the summer of 2017 the Library staff and Board of Trustees made an appeal to the Duxbury Town Manager, Department of Public Works, and Police Department for help with before and after school traffic. The DPW hung entrance to the Library parking lot cautioning residents not to use the Library as a student drop-off and pick-up location. These relatively small but generous acts have significantly reduced the after school traffic flow problems and have therefore increased the safety of students on Library grounds.

Significant personnel changes occurred this year and lead to much internal job shifting and a handful of external hires. Circulation Associate Mary Beth Acarro resigned from a part time position in September and longtime Circulation Associate Carol Segar retired in November. DeAnna Irizarry and Elizabeth Ellis were external candidates hired to fill those two positions. Library Director Carol Jankowski retired in December which prompted four internal job shifts:

Denise Garvin moved into the Library Director position, Suzanne Gunnerson moved into the Head of Circulation position, Elizabeth Ellis moved into the Reference Librarian position and DeAnna Irizarry became a full time Circulation Associate. External candidate Heather Staples was hired to be the part time Circulation Associate. Head of Children's Services Nancy Denman retired in April and Jessica Lamarre moved into Nancy's vacated position. External candidate Marissa Antosh was hired to take the Children's Librarian position. The new energy and dynamic atmosphere continues to invigorate the entire staff!

Volunteers continue to add extraordinary value to everyone's experience at the Library. Sixty-seven volunteers contributed over 850 hours of much needed support to the staff and the community. Our faithful volunteers tell children stories, unpack boxes, select holds from shelves, make phone calls, and inspire us with their energy and devotion. Each and every volunteer brings a dose of sunshine into the workplace and has become part of the Library family. In June, an *Ice Cream Social* volunteer appreciation was held in the Merry Room and was well attended by volunteers and Library Board members.

The Friends of the Library advocated for the Library and acted as Library ambassadors all year long. Co-Presidents Maureen Baraky and Christine Farup led a lively team through the annual appeal and BookBreeze Summer Literary Festival Fundraisers. All summer reading activities and our collection of "Hot Summer Read" books are fully funded by the FOL. Members of the FOL Board have also been in attendance at author events to host and provide refreshments. The Friends of the Library contributed interest, time, talent, and funds to the Library for the purchase of books, materials, and programming enjoyed by all the residents of Duxbury. This supplemental funding is essential in meeting our state mandate for materials expenditures. The group meets the first Tuesday of the month at 9:15 AM in the Setter Room. All are welcome!

The Duxbury Free library Incorporated Board is another essential supporter of library services in this community. Throughout the years, the Incorporated Board has been a generous contributor, allowing for the Overdrive Advantage e-resources collection to expand and the museum pass program to exist. This year, the Board funded "hoopla", a streaming ebook, eaudio, and video service. Hoopla proved to be extraordinarily popular with patrons and the usage numbers rise steadily. The Board also funds the Library's extensive offerings of museum passes, enabling the Library to add the very popular Edaville Railroad pass to the roster, as well as the circulating hot spots and Makerspace kits.

In March, Leah Petro was elected as a new member of the Library's Board of Trustees, replacing Craig Bloodgood, who did not run again. Lamont Healy and Karen O'Brien were elected to co-chair the Board. The Board meets on the second Tuesday of the month and welcomes all interested residents to attend.

As the 21<sup>st</sup> century proceeds and library services continue to transform, the Duxbury Free Library celebrated its 20th anniversary in this building. Though elegant and classic, constant maintenance is required in a building of this size and age, and, with the help of the vigilant Facilities Manager, Brian Cherry, and his staff, repairs and updates to the HVAC system and other infrastructure continue. The library's mission mandates a welcoming environment; a well maintained building and grounds is imperative to sustain that mission.

Respectfully Submitted,  
Library Director Denise Garvin

Library Trustees:

Lamont Healy, Co-Chair  
Karen O'Brien, Co-Chair

Jane Robbins  
Donna Ryan

Cristin Mitchell  
Leah Petro

In December 2017 and April 2018, Duxbury Free Library experienced the retirements of two influential and beloved staff members: Library Director Carol Jankowski and Head of Children's Services Nancy Denman. Both had worked for the Town of Duxbury for over 20 years, and emphasized collaboration, communication, and innovation during their dynamic years at the Library. Duxbury Free Library is deeply grateful for the skills and dedication Carol and Nancy brought to the workplace every day. They are missed by the staff and community, and the Library endeavors to build upon their strong example of excellent customer service and outstanding programming.

Please join us in wishing Carol and Nancy a long, happy and healthy retirement.



*Carol Jankowski*



*Nancy Denman (photo courtesy of the Duxbury Clipper)*

# School Superintendent

Dear Duxbury Resident,

On behalf of the faculty and staff of the Duxbury Public Schools, I present to you a report on the 2017-2018 school year. Overall, Duxbury students continue to impress. Whether in the classroom, on the stage, or on the playing fields, their efforts and accomplishments should make this community proud. In addition, I want to recognize our faculty and staff, who work tirelessly to give our students the skills and experiences they need to be successful. Of course, what we do here in the schools is supported by a large network of Duxbury residents who value public education, and who are equally committed to making it a top priority in town. Thank you for your continued support – it does not go unnoticed.

Besides the tough weather (which forced us to cancel school seven times!), the 2017-2018 school year was marked with a significant amount of change in the Duxbury Public Schools. In particular, we welcomed several new principals and central office administrators to the leadership team. Some highlights of those changes are below:

- **Dr. Danielle Klingaman** was named the district's new Assistant Superintendent, effective July 1, 2018. Dr. Klingaman replaced Interim Assistant Superintendent Tim Farmer, who completed a one-year assignment in June. Beyond her impeccable professional and academic credentials, Dr. Klingaman brings to the district exceptional interpersonal and communication skills, and a proven track record of effective leadership.
- At the end of the school year, Director of Special Education Teri Babetski announced her retirement. After an extensive search process, **Ms. Heather Tucker**, Director of Special Education in Stoughton, was named as her replacement. Ms. Tucker is a highly effective communicator, and develops strong, collaborative relationships with parents, faculty, staff, and students. Perhaps most importantly, Ms. Tucker has been described as an 'advocate and champion' for students with special needs.
- In April, **Ms. Sarah McGuire** was named the new Principal of Duxbury Middle School, effective July 1, 2018. Ms. McGuire replaced outgoing Principal Blake Dalton. Ms. McGuire brings a wide array of talents to the table. In addition to her deep expertise in the realm of teaching and learning, she is an excellent communicator, she builds positive and collaborative relationships with all members of the school community, and she fosters a culture of collegiality, collaboration and respect. We are excited to have Sarah take the helm of the Middle School.
- In addition, it should be noted that **Mr. James Donovan**, who began the year as Interim High School Principal, was named to the permanent position in January. Mr. Donovan brings to the position a steady leadership style, great vision, and an unparalleled knowledge of the Duxbury Public Schools and the Duxbury community. Over the past fifteen years, he has built deep relationships with faculty, staff, students, and parents, and there is no one that understands and values the Duxbury culture better than Jim.

Finally, on the following pages you will find reports from our four building principals. There are so many great things that happen in our schools every day, and they have provided you some brief highlights from the year. Thank you.

Sincerely,



John J. Antonucci  
Superintendent of Schools

# Chandler Elementary School

Kindergarten – Grade 2

93 Chandler Street

Principal, Erin Wieschahn

Assistant Principal, Susan MacNeil

Chandler School is an early elementary school which serves students in preschool through grade 2. Our goal is to meet the academic, emotional, social and physical needs of our students. We believe strong self-esteem is key to a happy child and the beginning of a successful school experience. We have high expectations for all children to develop as individuals, respect others, and build a solid base of academic skills and learning strategies.

During the 2017-2018 School Year, our focus was on kindness. We were fortunate to be able to work with the Duxbury Senior Center to give each student the opportunity to create their own Golden Kindness Rock. We placed these rocks around the school, which all had child-created messages promoting the idea that Kindness is Golden.

We also implemented the Calm Classroom program into Chandler School. Calm Classroom is a school-wide effort to bring mindfulness and calm energy to students during their day. Using this approach throughout the school day, we noticed a positive change in students in their classrooms as well as in other areas, such as the cafeteria and the gym. We will continue to expand the use of Calm Classroom throughout the school day.

Last year was an important year for curriculum development at Chandler School. We adopted a new phonics instruction program called *Foundations*. The program explicitly teaches phonics concepts in a systematic way from kindergarten through grade 2. In addition, we began work on creating reading units using the Reader's Workshop approach. This approach focuses on students being able to read their choice of books that are appropriate for their level and interests. We look forward to fully implementing Reader's Workshop during the 2018-2019 School Year.



# Alden Elementary School

Grade 3 – Grade 5

75 Alden Street

Principal, Karen Whitaker

Assistant Principal, Chase Eschauzier

Alden School community educates students in grade three, four and five. Teachers and staff provide wonderful opportunities to make the students feel safe and cared for in all aspects of their education. The

theme for the year was Change the World With One Idea. This was in conjunction with the One School/One Book project. The book chosen for the year was “What Do You Do With an Idea?”

The staff implemented “Calm Classroom” empowering students with mindfulness skills that support mental and emotional well-being. Morning announcements provided an opportunity for whole school participation in breathing and relaxing exercises.

Alden continued training teachers in Reader’s Workshop and the components of a balanced literacy program. Students enjoyed the new format allowing them to self-select their independent reading materials while learning and applying strategies and skills to make them better readers.

We celebrated the first Jog-a-thon and raised \$29,000 for enrichment programs at Alden. The support from the PTA and the Duxbury parents and community was incredible. This event allowed three authors to visit Alden School and share experiences and writing tips. Students met Carolyn DeCristofano, Jacqueline Davies and Rob Buyea.

The Duxbury Education Foundation funded a grant for a Makerspace at Alden. This wonderful space allows students an opportunity to problem solve, be creative with projects, and share ideas.

Giving back to the community is important and the Alden’s Kids Care Club and Fifth Grade Student Council participated in a Clothing Drive for Cradles to Crayons, collecting food for the Food Pantry, Pennies for Patients, and a fundraiser for the new Duxbury police dog.



# Duxbury Middle School

Grade 6 – Grade 8

71 Alden Street

Principal, Sarah McGuire

Assistant Principal, Donna Theodossiou

Duxbury Middle School serves students in grades six, seven and eight. Students are teamed in each grade level to support their transition from the elementary classroom structure to one of multiple classrooms and courses. Our teachers work to leverage opportunities both inside and outside of the classroom to support student learning across all subject areas. During the 2017 -2018 school year, many of our 6th graders attended a music program at the Boston Symphony Orchestra in Boston. Our 7th graders experienced the Ancient Civilizations exhibit at the Museum of Fine Arts in Boston. In the spring, 7th graders also attended our annual trip to the beach to study the marine environment of Duxbury Bay and Duxbury Beach. Our 8th graders attended a week long outdoor learning experience at Nature's Classroom at Camp Cody on the shores of Lake Ossipee in New Hampshire. Additionally, we had some visits to our school, including WBZ's meteorologist Pam Gardner who discussed weather patterns and her profession with 8th graders. We also had our annual Shakespeare performance from a local drama troupe. Last year's performance was of *A Midsummer's Night Dream*.

At Duxbury Middle School, our students participate in many opportunities to give back to their community both locally, and more broadly in the state. In October, DMS "went pink" for breast cancer awareness. On team 6A, students embraced the holiday spirit by participating in *Cards for Hospitalized Kids*, an endeavor organized by Mrs. Guillory and Mrs. Burns. We held a number of fundraisers supported and organized by our students in RAP club and Student Council, including a staff versus students basketball game where proceeds went to the Leukemia and Lymphoma Society. A number of 8th grade students also worked with Mrs. Sciretta and Mrs. Nickles and volunteered at Rosie's Place in Boston. Our students are most often the source of these fundraising and community outreach ideas, and teachers work to support their implementation throughout the year as we value these opportunities to give back to the community.



# Duxbury High School

Grade 9 – Grade 12

71 Alden Street

Principal, James Donovan

Assistant Principal, Joseph Scozzaro

Assistant Principal, Todd Warmington

Duxbury High School provides students with individual and collaborative experiences that inspire them to approach learning with innovation, motivation, purpose and integrity. Over one-thousand students and one hundred twenty-nine teachers, instructional assistants, office staff and administrators come together each day to create a vibrant and dynamic community which reflects our shared beliefs about learning:

Everyone can learn

Learning takes many forms

Learning requires a commitment to hard work and self-discipline<sup>[1]</sup><sub>SEP</sub>

Learning requires a safe, supportive and engaging environment<sup>[1]</sup><sub>SEP</sub>

Learning occurs when meaningful connections are made

Learning is best achieved through an active partnership between the school and the community

Students who graduate from Duxbury High School must earn a minimum of 130 credits. Every DHS student is required to take thirty-five credits per year and students earn five credits for full year courses and two and a half for half year courses. Duxbury High School offers a dynamic and comprehensive set of course offerings which leverage the unique strengths of our faculty to support each learner as they transition to their post secondary lives.

Duxbury High School is far more than just an academic institution. DHS sponsors fifty-seven co-curricular clubs and organizations and sixty-seven different athletic teams in thirty-seven sports. Last year, every one of our teams qualified for their respective post seasons and represented our school and community with a high level of sportsmanship on and off the field.

The DHS Student Council is an integral and well respected organization within the DHS Community. This year, STUCO has developed our school wide theme, “Be the “U” in unity and the “I” in integrity,” or “U and I” for short. It is our hope that our students can reflect this theme in everything we do and accomplish together.



# Public Safety & Transportation



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Duxbury Emergency Management Agency

Fire Department

Harbormaster

- *Shellfish Advisory Committee*

Highway Safety Advisory Committee

MBTA Advisory Committee

Municipal Services *(formerly Inspectional Services)*

- *Board of Health*
- *Building*
- *Design Review Board*
- *Historical Commission*
- *Local Historic District Commission*
- *Weights and Measures*
- *Zoning Board of Appeals*
- *Plymouth County Mosquito Control Report*

Nuclear Advisory Committee

Police Department

## **Duxbury Emergency Management Agency**

DEMA continues to monitor the disposition of the Pilgrim Nuclear Power Plant as it plans to cease operation in the Spring of 2019. The method of closure at this time appears to be dismantling of the plant. However, we feel that there is still a potential for an on-site emergency to occur until the fuel is stored in the dry cask storage. The closing is of great concern to us, as the funding that has been granted by Entergy, will cease and the Town will need to add those costs to the annual budget. We continue to review, revise and train on the Radiological Emergency Response Plan until the entire hazard is mitigated. DEMA and the Duxbury Nuclear Advisory Committee has a cooperative working relationship and will continue to monitor this situation and make recommendations for the Town moving forward.

Additionally, DEMA was exceptionally busy in March this past year, were the Town battled back to back nor'easters. These storms packed an incredible punch. The Town saw incredible high winds and surf causing wide spread damage and extended power outages. Flooding of streets and homes due to exceptional high tide cycles and the storms push made the Gurnet Road area very dangerous as well as other locations in Town. The FD/DEMA acquired a military high water vehicle which gave us incredible flexibility in removing occupants trapped and able to access areas normally off limits. Many trees fell on homes, cars and power lines, causing significant property damage. The seawall on Gurnet Road also had sections collapse and caused extensive damage to the waterfront in this area. We are working with our Federal partners to seek reimbursements to make repairs to seawall and reimburse for the many hours of overtime needed to keep the community safe. I wish to thank all that have assisted us in meeting that mission.

Respectfully Submitted,  
Kevin Nord, Director

## **Duxbury Fire Department**

Currently the Department is staffed with a Chief of Department, Deputy Chief, Administrative Captain; four Captains that serve as Shift Commanders, 17 Career firefighters, and 3 Call Firefighters, A fulltime administrative assistant, and a part-time secretary. The Department this last year added five call firefighters and unfortunately at this writing three left for personnel reasons. Again this year have hired six new call firefighters with the hope we can retain them. The Department attempts to roster ten, but on average we maintain three. This is a theme that we are seeing nationally with shrinking volunteer and paid on-call firefighter participation being unsustainable for various reasons. This places an extra emphasis on re-calling off duty fulltime staff and added costs in overtime.

The Department has taken delivery of a 2018 Pierce Pumping Engine that was approved at the previous Town Meeting. This new engine was much needed and will last 20 to 25 years. The Engine has some new technology, designed for extreme weather such as a stainless steel body, galvanized frame rails, extra-large windshield for improved visibility, roll up doors to keep all the valves, fittings and equipment we use under cover. It also has headsets for all riders to protect their hearing and ensure improved communication between the riders and Dispatch. This is the last of two Engines planned for replacement and the firefighting fleet is up to date and shall last many years. Once again I thank the Truck Committee on a job well done.

The Regional Old Colony Communications Center (ROCCC). The ROCCC has started answering 911 calls and dispatching police and fire for the Town of Rochester in May 2018. We currently answer 911 and dispatch Fire and Police departments for Duxbury, Plympton, Halifax and Rochester.

This year we have seen dramatic increases in call volume and simultaneous calls. Seventy percent is due to EMS related calls. We do charge a service fee and that has shown to offset our costs. Therefore, in the coming years the department will attempt to increase staff to meet this increase in demand.

In closing, I would like to thank all the men and woman of the Duxbury Fire Department for their professionalism and commitment to a safe Duxbury.

**Emergency Calls for July 1, 2017 to June 30, 2018 3,041**

FIRES in STRUCTURES; 10

OTHER FIRES; Brush, Trash, Vehicle; 22

FALSE ALARMS; 408

MEDICAL CALLS; 1,606

MUTUAL AID GIVEN; 106

HAZARDOUS MATERIALS; 73

OTHER HAZARDOUS CONDITIONS; 390

ALL OTHER CALLS FOR ASSISTANCE; 426

**Emergency Calls Previous Years**

FY17; 2,411

FY16; 2,471

FY15; 2,414

FY14; 2,138

FY13; 2,454

**Code Enforcement**

Permits issued; 1,416

Inspections; 620



The "ROCCC" Dispatch Center

Respectfully Submitted,  
Kevin M. Nord, EFO  
Chief of Department

*Photos courtesy of Captain Rob Reardon*



# Harbormaster

With the start of a new fiscal year in July, the Harbormaster division is always in full swing managing safe and appropriate access of the bay and beach areas while also patrolling and enforcing local and State rules and regulations to maintain public safety and order. This was my first full year as Harbormaster, and it was an honor and a privilege to serve and protect the residents, visitors and the natural resources of Duxbury Bay and shoreline.

Shellfish harvesting in Duxbury is a regionally popular and important activity within the Commonwealth. The Town sold 616 resident and 438 non-resident recreational shellfish permits totaling \$71,450. Recreational harvests included: soft shelled clams, quahog, razor clam, mussel, and sea clam.

Shellfish resources were abundant and in good condition that allowed other than the regular seasons, the Selectmen to declare and extend bonus shellfish seasons on the recreational and commercial harvesting of soft shelled clams (steamers) and the commercial harvesting of Quahog (hard shell clams). There was no recreational harvesting of oysters this year.

Again this year the department worked very closely with the Duxbury oyster industry, Massachusetts Division of Marine Fisheries and Massachusetts Environmental Police in managing the ever evolving policies and procedures concerning vibrio parahaemolyticus (Vp.) and the harvesting of shellfish from aquaculture leases from May thru October. Vp. is a naturally occurring bacteria found in all coastal waters. The management control plan put new standards in place regulating activities such as duration of time to process the shellfish product from the time of harvest to transportation. It included quality control and food safety standards and best practices.

In accordance with the Duxbury Beach Management and Conservation Plan set forth by the Duxbury Beach Reservation Inc. (DBR) and the Duxbury Conservation Commission, all work on Duxbury Beach was coordinated with the Operations Officer to ensure the safety of the endangered/threatened species and habitat. Safe and appropriate access was managed by the Harbormaster's Beach Division for pedestrians and ORV permit holders. Beach Division Staff did an excellent job meeting daily objectives in a very demanding environment while ensuring public safety.

## **Beach sticker sales were as follows:**

Resident Parking lot permits: 3,015  
Resident ORV permits: 3,273  
Non-Resident ORV permits: 3,124  
Beach Dog walking permits issued: 1,500

The Fourth of July Committee hosted the first Labor Day weekend beach party. The event was enjoyed by all and there were no incidents reported. In October the Equalizer 2 filmed a number of scenes on and around Duxbury beach.

The Harbormaster Division assisted Police and Fire in providing area security and support on land and the bay to athletes participating in the annual Duxbury Beach Triathlon. The event was very successful from a security and public safety stand point.

The Duxbury Harbormaster Division personnel attended board and committee meetings including Duxbury Beach Committee, Duxbury Bay Management Commission, Shellfish Advisory Committee, Fiscal Advisory, and Finance Committee as needed.

This year Duxbury was impacted by powerful storms and major coastal flooding. In January water from the bay was in front of the Snug Harbor Post office and other businesses on Washington Street. In March Duxbury felt the damage of multiple storms. The Harbormaster division assisted Duxbury Fire and Police wherever needed.

For the first time an online mooring program was implemented. This allowed mooring and waitlist applicants the ability to renew and pay online. All waitlists are now available to be viewed online and are updated in real time. Anyone interested in signing up for any waitlist or view their name on the list can go to <https://duxburyma.mooringinfo.com/>

Respectfully submitted,

Jake Emerson  
Harbormaster

## Shellfish Advisory Committee

The Shellfish Advisory Committee provides service to the Town regarding shellfish and aquaculture matters. For the fiscal year ended June 30, 2018, the Committee, in coordination with the Harbormaster serving as shellfish, constable presented to the Board of Selectmen for their review and approval the following:

- 20 Annual aquaculture float renewals
- 5 Aquaculture lease renewal applications
- 1 Aquaculture lease transfer

Respectfully submitted,

Alan Hoban, Chair  
John W. Bradford  
Dr. John Brawley  
Richard Brennan  
Robert Loring  
John McCluskey  
Kenneth S. McKim  
Gregory D. Morris  
Clinton Watson  
Jake Emerson Harbormaster *Ex Officio*

# Highway Safety Advisory Committee

The Highway Safety Advisory Committee (HSAC) completed another very successful year serving the roadway and highway safety needs of the citizens of Duxbury. This annual report covers the period from July 1, 2017 through June 30, 2018.

The new roundabout at the intersection of Winter Street and Kingstown Way (Rt. 53) is now two (2) years old. Traffic continues to flow very smoothly and safely throughout the area. We continue to look forward to many additional years of safe travel here. This roundabout design is a state model, and our committee continues to look at other similar applications.

The Committee completed traffic/speed studies of West Street (Rt. 14), Harrison Street, Summer Street (Rt. 53)/Keene Street, and the area around the Steele Field House. We continue to study the proposed sidewalk along Alden Street and Railroad Avenue in association with the Duxbury Sidewalk Committee and Duxbury Planning Director. With the redevelopment of the Millbrook area, this proposed sidewalk and other needed safety improvements will be a priority with the Committee and in concert with the study by the Old Colony Planning Council.

Commercial vehicle traffic exclusions are now in place for Birch Street, Valley Street, and a portion of Franklin Street at the Pembroke town line.

Lastly, the Committee continues to monitor the Powder Point Bridge.

Our committee takes great pride in its responsibilities, and we look forward again to another challenging and successful year serving and protecting the needs of our citizens and the Town. Thank you to all.

Respectfully submitted,

Jeff Lewis, Co-Chairman

Paul Brogna, Co-Chairman

Fred Von Bargaen

Peter Buttkus, Duxbury DPW

Friend Weiler, Duxbury Police

*Congratulations to Paul Brogna for receiving the AAA Community Hero Award! Traffic Safety Unit members Sergeant Friend Weiler and Officer Tim Wigmore were also recognized at the AAA luncheon for their dedication to making Duxbury roads safe!*



## MBTA Advisory Board

My focus this past year was to concentrate on three major areas impacting Duxbury residents who utilize the commuter rail for travel to Boston. These areas are affordable weekend fares, reduced parking costs, and implementing later Boston departures so residents can use the commuter rail for evening events in Boston.

**\$10 weekend pass:** In the initial six-month program, revenue was up 4.6% even though fares were cut 40%-60%, meaning ridership increased significantly over last year's figures. My feeling is that the weekend pass will become permanent in the spring if there is another substantial bounce in revenue and ridership.

**Reduced parking:** In an effort to make train travel more affordable, the MBTA cut weekend parking at all lots from \$4 to \$2 per day. The T also cut weekday parking at various lots on the Kingston/Plymouth and Greenbush lines. Halifax, which many Duxbury residents use, was cut to \$2 per day, while Greenbush station in Scituate also had their parking reduced to \$2 per day, seven days a week. This means a daily commuter will save over \$40 per month on parking alone.

**Later South Station departures for the Greenbush, Kingston/Plymouth, and Middleboro lines:** Though not yet a reality, it appears this **will** be implemented with the spring 2019 schedule adjustments. Presently, the Old Colony and Greenbush lines are the only regions on MBTA commuter rail where residents cannot use the train for evening entertainment in Boston. The T has agreed to schedule these later trains if the residents want them, and at a meeting in Hingham last November, representatives of all three lines were unanimous in their support.

In my opinion, these three items demonstrate a genuine effort by the MBTA to increase customer satisfaction by listening to local representatives. I am aware that 2019 will bring additional challenges, and I hope to meet these head-on with the goal of providing more efficient and convenient commuter rail service to Duxbury.

Respectfully submitted,

Richard S. Prone

MBTA Advisory Board Representative for the Town of Duxbury

## Municipal Services - Board of Health - Building Department - Design Review Board - Historical Commission - Local Historic District Commission - Weights & Measures - Zoning Board of Appeals

The Municipal Services Department offers this report for inclusion into the FY18 Town Report.

The report includes the breakdown of the **2,322** permits issued by the Department.

New construction, additions, and renovations continue to be strong.

The high volume of permitting, administrative tasks, and inspections are handled by the outstanding work performed by the Municipal Services staff.

I would like to thank the Town Manager and the Board of Selectmen for their continued support.

Respectfully submitted,

Scott J. Lambiase

Director of Municipal Services

# Board of Health

## Permits Issued:

Disposal System Construction Permits	136
New Construction	13
Repairs of Existing Systems	43
Upgrades of Systems	80
Percolation Tests	79
Installers Permits	33
Septage Haulers Permits	12
Solid Waste Permits	8
Food Establishment Permits	63
Miscellaneous Food Permits:	
(includes milk & cream, catering, bakery, etc.)	100
Miscellaneous Health Permits:	
(includes camps, swimming pools, barns, wells, tobacco)	99
Liquor Licenses	26
Seasonal Licenses	2
<b>TOTAL BOARD OF HEALTH PERMITS</b>	<b>558</b>

The Duxbury Board of Health consists of five members appointed for three-year terms by the Selectmen. The Board of Health's duties are relative to the protection of public health, the control of disease, the promotion of sanitary living conditions and the protection of the environment. These duties include: enforcement of State Sanitary Codes, as well as smoking rules and regulations, oversight of the permitting for septic systems, restaurants, semi-public and public swimming pools, beaches and recreational camps for children. The Board of Health is also responsible for overseeing liquor licensing.

The Board of Health retained its current membership with Dr. David Brumley as Chairman and Clinton Watson as Vice Chairman. Board members continue to actively participate as Board of Health liaisons on other local committees and boards.

The Duxbury Bay Area Regional Medical Reserve Corps (MRC), a partnership between Duxbury, Hanson, Marshfield, Pembroke and Whitman, is a group of concerned residents with clinical or administrative skills who will assist the towns' health department and other responders in a local large-scale public health emergency. These volunteers also help at regular public health services/events, such as flu clinics and shelters. MRC members attend trainings and engage in drills to reinforce the training they received.

During the period of July 1, 2017 through June 30, 2018, the Board received and granted fifteen requests for variances to the Duxbury Supplementary Rules & Regulations and Title 5 and thirteen New Constructions.

Respectfully submitted,

Dr. David Brumley, Chairman; Clinton Watson, Vice Chairman; Bruce Bygate, Karen Tepper and Michael Count

# Municipal Services - Building Department

## BUILDING

Permits Issued:	Total No. Permits	Estimated Construction Costs
Attached Garage	2	\$166,000
Business Occupancy	4	
Demolitions	23	\$294,000
Detached Garages - Residential	4	\$229,500
Fences	1	\$40,740
Foundations	9	\$216,900
Guest House	1	\$88,320
Home Occupation	1	
Mechanical	44	\$499,200
Mixed Use Building – Alteration	1	\$325,000
Multi-Family Dwelling Additions/Alterations	7	\$245,000
Non-Residential Accessory Building	3	\$466,500
Non-Residential Additions/Alterations	26	\$4,688,000
Non-Residential Solar Panels	2	\$1,540,858
Non-Residential Structure	4	\$3,239,775
Pier Repair	2	\$35,300
Pier, Walkway, Platform	1	\$32,400
Portable Toilets	57	
Quick Permits	270	\$2,492,752
Residential Accessory Buildings	33	\$385,595
Residential Apartment Buildings Alterations	1	\$5,000
Residential Additions/Alterations	273	\$13,379,797
Retaining Wall	2	\$22,500
Sign Permits	13	
Single Family Houses	18	\$7,822,840
Single Family Townhouses	6	\$872,100
Solar Panels	18	\$572,703
Spa	1	\$3,500
Stove	14	\$32,500
Swimming Pools – In-ground	18	\$1,533,955
Trench Permits	151	
Electrical Permits	572	
Plumbing/Gas Permits	740	
<b>TOTAL BUILDING PERMITS:</b>	<b>2,322</b>	<b>\$39,230,735</b>

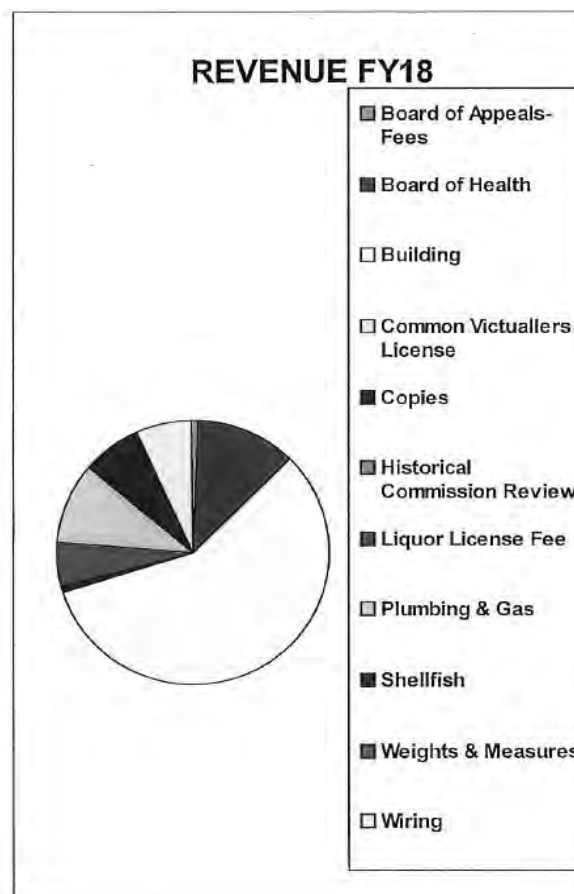
# Municipal Services - Building Department

## Inspectional Services Revenue-FY18

ACCOUNT	TOTAL	
Board of Appeals-Fees	\$5,208.55	0.74%
Board of Health	\$80,321.00	11.43%
Building	\$383,211.90	54.54%
Common Victuallers License	\$850.00	0.12%
Copies	\$3,968.60	0.56%
Historical Commission Rev	\$100.00	0.01%
Liquor License Fee	\$35,175.00	5.01%
Plumbing & Gas	\$69,398.00	9.88%
Shellfish	\$76,447.00	10.88%
Weights & Measures	\$1,938.00	0.28%
Wiring	\$45,951.00	6.54%
ACCOUNT	TOTAL	

GrandTotal

\$702,569.05



## Design Review Board

The Design Review Board, with five members and two alternates appointed by the Selectmen, meets at least monthly, or as needed, usually on Wednesday afternoons , and makes recommendations to the Zoning Board Of Appeals on Special Permit Applications sent to us from the Building/Zoning Enforcement Officer. Current members are Judy Hall, Nancy Johnson, Sarah McCormick, and Stephen Williams. Current alternate is Heidi P. Laird. We are currently lacking one regular member and one alternate.

The DRB's primary focus is to review applications for an addition or renovation based on the principles of good design. Also, we consider what impact a project will have on its neighborhood. We only review projects requiring special permits, i.e., those that would increase non-conformity on a given property. Special Permits are also required for piers, clusters, commercial projects, freestanding and hanging signs, and 40Bs. This past year we reviewed fifteen cases.

When considering an addition to an existing home or a re-build, if a design might need some adjustment, we make suggestions as to how it might be done. We look at topographical setting, historical context, massing of volumes, scale, proportion, materials, views, sightlines, and streetscape, as well as the use of particular building elements – rooflines, pitches, balance, repetition, windows, and doors, etc.

Very recently, some of the residential construction activity in Duxbury has involved the demolition of homes and re-builds, in or near the Old Shipbuilder's Historic District. Unfortunately, under our existing Bylaw, most of these projects don't require a Special Permit and thus are not reviewed by our Board. In some cases, new projects are excessive in size and reflect an insensitivity of style to their streetscape. The result is clearly detrimental to the street and to the town. Why choose historic Duxbury for a mega-home?

Building an outsized house on a street with a mixture of moderate to large historic homes not only calls attention to its disproportionate architecture but tends also to diminish surrounding homes and the entire streetscape. Duxbury is fortunate that there are some citizens who see the importance of envisioning the streetscape as a whole and who succeed in fitting their renovation to its surroundings.

In response to the voiced concern of many about how the streetscape in Duxbury is changing for the worse, we have finally concluded our work on our study group's booklet of residential design guidelines for residents or newcomers who are either building or renovating a home. We want to have the Town's support and hope to have it available in the building department and in architect's, builder's, and realtor's offices. Further, we are always happy to serve as a sounding board or to review plans for anyone about to build.

Respectfully submitted,

Sarah B. McCormick, Chair, Design Review Board

## Historical Commission

The Duxbury Historical Commission received twenty-two demolition applications in FY2018, including five applications for buildings located on the Battelle Institute property on Washington Street that were submitted at the end of June 2017 after the last FY2017 meeting. The twenty-two applications are down from the thirty applications received during the preceding fiscal year. To be responsive to applicants, the Commission continues to meet twice per month, typically on the first and third Wednesday.

Twenty-three demolition applications were considered during FY2018 including the five Battelle applications and the application 6 Power Point Ave, also received in 2017. Thirteen applications were for total demolition, though two of these were for structures that were condemned by the Building Commissioner. Ten applications were for partial demolition, generally in connection with an addition or renovation. Eight applications were the subject of public hearings to receive input from residents and one six-month demolition delay was imposed.

The Commission continues to be concerned that owners who choose to tear down rather than preserve or renovate older buildings will change the character and scale of Duxbury's housing stock and erode the historic look and feel of our Town. The Developer's applications for five teardowns on the Battelle property in the heart of the Old Shipbuilder's Historic District were withdrawn, but they highlight the real threat to our visual connection of previous eras. The Commission notes that applications for partial demolitions, including the former South Wing of the Myles Standish Hotel, are indicative of owners choosing to preserve Duxbury's character by working with existing structures rather than taking the extreme tear-down-and-replace route.

The Commission worked on updating Section 609 of the Town's Zoning Bylaw: "Demolition of Historically Significant Buildings". The proposed revised version of the bylaw was included in the Town Meeting Warrant, but once again it was indefinitely postponed and not considered at Town Meeting.

David Amory and Molly Curtin left the Commission during FY2018 and the DHC ended the year with five active members. David's and Molly's expertise will be missed. The Selectmen have appointed Sheila Lynch-Benttinen and Michael Cole to the DHC and they will bring fresh perspectives and skills to the Commission for FY2019.

Respectfully Submitted,

Robert C. (Terry) Vose III, Chair  
R. T. (Tag) Carpenter, Vice Chair  
Arthur B. Evans, Clerk  
Mark Barry  
Nicole Walters

## Demolition Applications

Address	Date	Type	Hearing	Notes
0 Washington St, Cottage	1935	Total	X	Withdrawn (Battelle)
0 Washington St, Shore House	1930	Total	X	Withdrawn (Battelle)
397 Washington St, Bridge House	1830	Total	X	Withdrawn (Battelle)
401 Washington St, Hillman Hse	1924	Total	X	Withdrawn (Battelle)
405 Washington St, Richards Hse	1800	Total	X	Withdrawn (Battelle)
6 Powder Point Ave, Shed	1810	Partial	X	6-month Delay
44 Duck Hill Rd	1662	Partial	X	Allowed
18 Fort Hill Lane	1800	Partial		Allowed
262 Marshall St	1872	Partial	X	Allowed
620 Washington St	1820	Partial		Allowed
28 White St	1924	Partial		Allowed
306 Elm St	1835	Partial		Allowed
113 Tremont St	1912	Total		Allowed
29 Winthrop Ave	1930	Total		Allowed (Condemnation)
38 Standish St	1904	Total		Allowed (Condemnation)
88 Surplus St	1832	Partial		Allowed
50 Bayberry Ln	1900	Partial		Allowed
18 Pill Hill Ln	1938	Total		Allowed
75 Ocean Rd North	Unk	Total		Allowed
265 Old Cordwood Path	1830	Partial		Allowed
152 Marshall St Garage	Unk	Total		Allowed
116 Tremont St	1929	Total		Allowed
263 Marshall St	1900	Partial		Allowed

## Local Historic District Commission

In 2018, the Duxbury Local Historic District Commission re-submitted the properties proposed for the new Local Historic Districts we had hoped to establish in 2017. We were successful at Town Meeting 2018 in adding 7 properties to Local Historic Districts, thereby saving them, along with their many historic features for future generations to enjoy. The properties are located on Surplus Street, Washington Street and King Caesar Road. After a significant amount of work, to refine documentation and recording processes, the Commission was pleased to have the opportunity to continue to move forward in its mission to increase the numbers of properties protected in Local Historic Districts.

For the remainder of 2018, the Commission worked diligently to identify properties to add to our existing Local Historic Districts and generate new Local Historic Districts. Although we were successful in finding properties with owners who understand and respect our mission (to help the town identify and preserve examples of Architecture that represent various periods of time in the history of the development of Duxbury, MA), and who volunteered their properties, we missed some key deadlines; due to this, we decided not to submit for the Town Meeting Warrant in 2019 and will resubmit for the 2020 Town Meeting.

In 2019, the Commission will be focused on realigning on multiple levels with our Town Leaders. In an effort to address all issues that arise out of our mission, we will continue to work together with Rene Read, Valerie Massard, Scott Lambiase, the Selectmen, various other Town Commissions/Committees and Town Residents to improve our process and achieve our mutual goals.

One of the many important goals we plan to work towards in 2019 is helping the town establish an Historic Preservation Plan. This, as you can expect, is a multi-faceted project which we expect will be addressed by many of the town's Commissions and Committees. If we work together to identify and document historic areas, properties, structures and other items of historic importance to Duxbury, MA, we will have a comprehensive plan to move forward with the preservation efforts of all. In terms of the Local Historic District Commission, we hope that identifying the various areas and properties in town will not only help the overall preservation effort but will also help the residents of Duxbury understand more about the historic significance of various structures and places in town. We continue to encourage and advocate through educational outreach efforts, for homeowners to step forward and volunteer to become members of a Local Historic District so their homes can remain an integral part of the rich Historic Fabric of the town of Duxbury.

We would like to stress to Town Residents, that we are trying our best to be respectful of both the Town's History and its residents and their needs living in today's world. In Establishing Local Historic Districts, we feel our mission is extremely important in preserving Duxbury of the past, understanding current Duxbury and in planning for a future Duxbury that can continue to grow in a manner that maintains a thoughtful understanding and respect of its past. It is most important in the wake of the number of Tear-Downs that continue throughout town, that we recognize the importance of this mission.

Respectfully submitted,

Renee Mierzejewski, AIA | LEED, AP  
Chairman, Duxbury Local Historic District Commission

Members: William McArdle, Michael McGee (Alternate), Janet Ritch, Pamela Campbell Smith (Alternate), Peter Smith (Alternate), Georgia Taft-Pye, Phil Tuck (Alternate), Robert Vose, and Renée Mierzejewski

# Weights and Measures

## Scales

LBS	Calibrated	Sealed
Over 10,000	1	1
5,000-10,000	0	0
1,000-5,000	0	0
100-1,000	2	3
10-100	1	18
Less than 10	2	2
Weights	0	31

## Retail Motor Fuel Meters

Gas/Diesel	0	56
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## Automated Retail Checkout Scanners

Passed at 98% >	11 Registers
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## Net Weights Commodities checked

18 individual items checked for compliance.

## Weights and Measures FYI

Before your groceries are weighed at the supermarket at any scale, verify that the scale reads “0.00” and ensure the employee is taking a tare if item is in a container.

Respectfully submitted,

Jane Zulkiewicz

Duxbury Sealer of Weights and Measures

# Zoning Board of Appeals

The Zoning Board of Appeals (ZBA) is a quasi-judicial body that hears and decides requests for special permits, variances, and comprehensive permits. The ZBA also handles appeals of decisions by the Building Commissioner/Zoning Enforcement Officer. It is composed of five members and two (or more) associate members appointed by the Board of Selectmen. The ZBA is guided by the Duxbury Protective Bylaw, the state Zoning Act (G.L. c. 40A), and case law.

## **FY 2018 APPEAL BOARD DECISIONS** **July 1, 2017 through June 30, 2018**

<b><u>Applicant</u></b>	<b><u>Case #</u></b>	<b><u>Decision</u></b>
• Towse/Duxbury Farms Homeowner's Association, 78 Sawmill Road	2017-07 – Appeal	Granted
• Robbie, 295 St. George Street	2017-08 – Special Permit	Granted
• Duxbury Fire Dept., 668 Tremont Street	2017-09 – Variance	Granted
• Baldwin, 0 North Street	2017-10 – Special Permit	Withdrawn
• Chuslo, 28 Mayflower Avenue	2017-11 – Special Permit	Granted
• Soderstrom c/o Burchill, 28 White Street	2017-12 – Special Permit	Granted
• Barry, 275 Marshall Street	2017-13 – Appeal	Denied
• Habel, 106A King Phillips Path	2017-14 – Special Permit	Granted
• Ross, 191 Washington Street	2018-01– Special Permit	Withdrawn
• Cheney, 59 Beechwood Lane	2018-02– Special Permit	Granted
• Curtis, 0 North Street	2018-03– Variance	Withdrawn
• Urquhart, 46 Ocean Road North	2018-04– Special Permit	Granted
• Hebert, 103 Depot Street (Duxbury Animal Hospital)	2018-05– Special Permit	Withdrawn
• Sanmarco, 48 Grand View Avenue	2018-06– Special Permit	Granted
• Facchini/Bridgestone Development, 74 Bay Road	2018-07– Special Permit & Appeal	Withdrawn
• Wei-Chi/Harrison Street Realty Trust, 106 Harrison Street	2018-08 – Appeal	Denied
• Island Creek Oysters, 397 & 405 Washington Street	2018-09 – Special Permit	Granted
• McLaughlin, 685 Washington Street	2018-10 – Special Permit	Continued in FY 2019

Respectfully submitted,  
Wayne Dennison, Chair

**Current Members:** Wayne Dennison, Chair; Judith Barrett, Vice Chair; Kathleen Muncey, Clerk; Emmett Sheehan and Freeman Boynton, Jr.

**Current Associate Members:** Borys Gojnycz, Dimitri Theodossiou, Erin MacGregor (resigned October 4, 2017) and Philip Thorn (appointed June 4, 2018)

Scott J. Lambiase, Director of Municipal Services  
Angela Ball, Administrative Assistant

# Plymouth County Mosquito Control Report

The Commissioners of the Plymouth County Mosquito Control Project are pleased to submit the following report of our activities during 2018.

The Project is a special district created by the State Legislature in 1957, and is now composed of all Plymouth County towns, the City of Brockton, and the town of Cohasset. The Project is a regional response to a regional problem, and provides a way of organizing specialized equipment, specially trained employees, and mosquito control professionals into a single agency with a broad geographical area of responsibility.

The 2018 efforts were directed at larval mosquitoes starting with the spring brood. The Project ground and aerial larvicided 15,600 acres and this was accomplished using B.t.i., an environmentally selective bacterial agent. Upon emergence of the spring brood of mosquitoes, ultra-low volume adulticiding began on June 4, 2018 and ended on September 7, 2018. The Project responded to 16,758 requests for spraying and larval checks from residents covering all of the towns within the district.

Massachusetts Department of Public Health has developed an “Arbovirus Surveillance and Response Plan” for the state. The Plan creates a system which estimates the human risk for contracting Eastern Equine Encephalitis and West Nile using several factors including the number of infected mosquitoes. Based on guidelines defined by the Plan, all towns in Plymouth County Mosquito Project were at the “Low Level Risk” for Eastern Equine Encephalitis. We are pleased to report that in 2018 there were no human, or horse EEE cases in the district. There was one detection of EEEV in the mosquito population.

West Nile Virus activity was widespread throughout the state and the district. In 2018, Massachusetts saw record number human cases for the disease. Statewide there were 44 human cases, and 2 cases were in the district. Virus was found in mosquitoes 33 times in the district from the following towns: Abington, Bridgewater, Brockton, Carver, Cohasset, Halifax, Kingston, Lakeville, Middleborough, Rockland, West Bridgewater, and Whitman. On August 21, 2018, Massachusetts DPH took the unusual step of raising the risk level for the whole state to moderate risk. The Project responded to the increased risk by conducting additional adulticiding in areas we identified as being at higher risk for human infections. As part of our West Nile Virus control strategy a total of 51,959 catch basins were treated with larvicide in all of our towns to prevent WNV.

The Health threat of EEE and WNV continues to ensure cooperation between the Plymouth County Mosquito Control Project, local Boards of Health and the Massachusetts Department of Public Health. In an effort to keep the public informed, EEE and WNV activity updates are regularly posted on Massachusetts Department of Public Health website.

In conjunction with the MDPH we have been monitoring *Aedes albopictus* expansion in the state. *Ae. albopictus* is an introduced mosquito that has the potential to become a serious pest and a vector of disease. The mosquito has been present in the Massachusetts since 2009. The larvae live in containers and are closely linked with human activity. They are especially associated with used tires. We expanded our surveillance for *Ae. albopictus* to 13 sites. This year we did not detect the mosquito. The Project began a tire recycling program in October 2017. During the 2018 season we recycled 3,320 tires bringing us to a total of 6,690 tires for the program.

The figures specific to the town of Duxbury are given below. While mosquitoes do not respect town lines the information given below does provide a tally of the activities which have had the greatest impact on the health and comfort of Duxbury residents.

Insecticide Applications: Our greatest effort has been targeted at mosquitoes in the larval stage, which can be found in woodland pools, swamps, marshes and other standing water areas. Inspectors continually gather data on these sites and treat with highly specific larvicides when immature mosquitoes are present. In Duxbury 626 larval sites were checked.

During the summer 936 catch basins were treated in Duxbury to prevent the emergence of *Culex pipiens*, a known mosquito vector in West Nile Virus transmission.

Our staff treated 1474 acres using truck mounted sprayers for control of adult mosquitoes. More than one application was made to the same site if mosquitoes reinvaded the area. The first treatments were made in June and the last in September.

Water Management: During 2018 crews removed blockages, brush and other obstructions from 1513 linear feet of ditches and streams to prevent overflows or stagnation that can result in mosquito production. This work, together with machine reclamation, is most often carried out in the fall and winter.

Mosquito Survey: Our surveillance showed that the dominant mosquitoes throughout the district were generally *Coquillettidia peturbans* and *Oc. canadensis*. In the Town of Duxbury the three most common mosquitoes were *Cq. peturbans*, *Ae. Vexans* and *An. Quadrimaculatus*

Education and Outreach: We continue to reach out to residents in a variety of ways. This year we updated our web site. The website includes web pages for meetings and the annual budget. It also includes educational handouts to provide more information and better describe all the Project's services.

We encourage citizens or municipal officials to visit our website at [www.plymouthmosquito.org](http://www.plymouthmosquito.org) or call our office for information about mosquitoes, mosquito-borne diseases, control practices, or any other matters of concern.

Stephen Gillett, Superintendent

Commissioners:

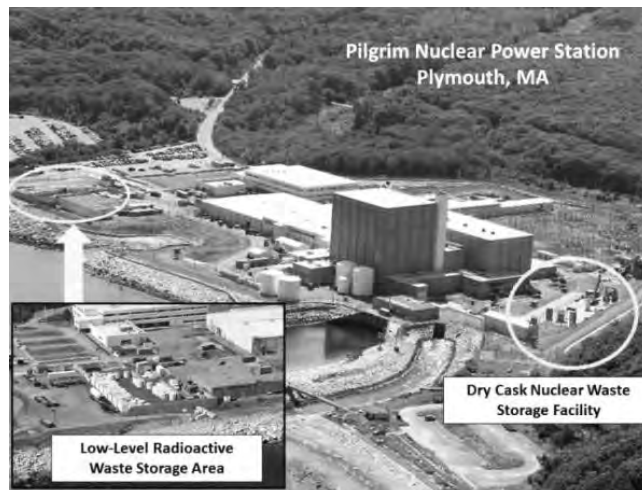
John Kenney, Chairman

Michael F. Valenti, Vice-Chairman

Cathleen Drinan

John Sharland-Secretary

# Nuclear Advisory Committee



The Duxbury Nuclear Advisory Committee reviews the Pilgrim Nuclear Power Station's impact on the town's health, safety, and environment. We look at both Pilgrim's operations and on its decommissioning plans and regulations. Closure is scheduled for May 31, 2019.

## OPERATIONS- RISKS, SAFETY, AND HEALTH

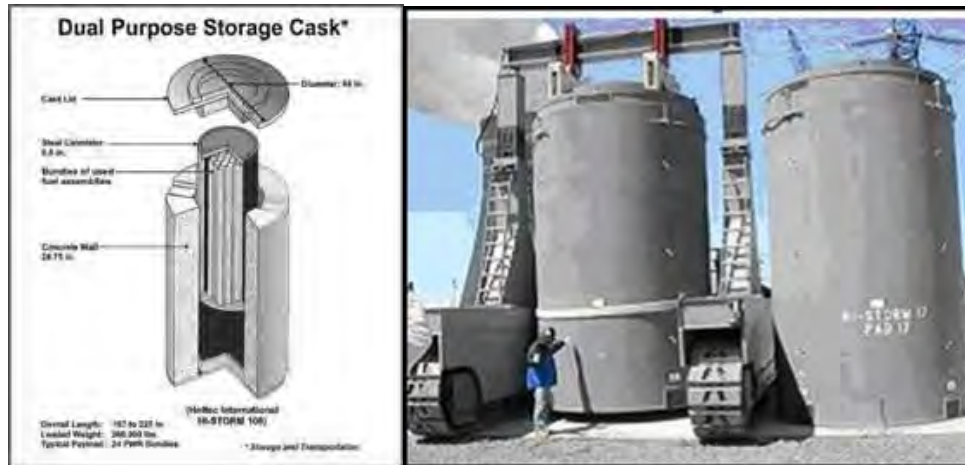
The committee monitors NRC Inspection Reports, Pilgrim's compliance with regulations, and Pilgrim's Event Reports that describe technical problems at the reactor. We follow up with independent experts, the NRC, and our elected officials in an effort that real fixes will be put in place. Why is this important to our community?

**NRC's Inspections:** In 2015, the Nuclear Regulatory Commission (NRC) downgraded the Pilgrim Nuclear Power Station ranking it as one of the three least safe in the country, out of 99. The other two reactors downgraded are owned by Entergy also. In 2017, the NRC again kept Pilgrim in its least safe category; likewise, in 2018.

**Fukushima's Lessons:** Pilgrim is the same design as the failed Fukushima reactors and shares its design flaws. After Fukushima, NRC established a Task Force and issued Orders based on lessons learned. The regulations had specific compliance dates, some before Pilgrim is scheduled to close. In 2019, Entergy asked NRC to postpone implementation of three important Orders. They asked for relief from an Order to make its direct torus vent severe accident capable needed to prevent the reactor exploding in a pressure build up; relief from a cyber security order; and relief from NRC's request to reevaluate seismic and flooding reevaluations and walk-downs. NRC excused Pilgrim from compliance, saving industry money but, we believe, placing the public at risk.

**Spent Fuel Storage:** The spent fuel pool contains about 2,822 fuel assemblies in a space originally designed for 880 assemblies. Because of the pool's current high-density storage, it is necessary to insert boron panels between the metal storage racks to prevent the assemblies from going critical. Nearly 900 of Pilgrim's neutron-absorbing panels were determined to be susceptible to unacceptable levels of deterioration by September 2017, increasing the chances of a fire and radioactive release. Pilgrim has 4,963 Boraflex panels in its spent fuel pool, which means nearly 18 percent are susceptible to deterioration.

**Dry Cask Storage:** Once the fuel is unloaded from the spent fuel pool, it will be placed on a concrete pad. The pad will hold 38 dry casks, each cask containing 68 fuel assemblies. A second pad will be built to accommodate roughly 20 more casks. The pad is not covered so that the casks will be exposed to the elements and to a potential line-of-sight attack. The pad is 100 yards from Cape Cod Bay at 24 feet MSL. NRC says that the casks may remain onsite for 300 years; but flooding from sea level rise and storm surges are predicted to increase during the years. Although dry cask storage is far safer than pool storage, there are problems to consider. According to the Nuclear Regulatory Commission: (1) The thin (0.5") stainless steel canisters may crack within 30 years; (2) no current technology exists to inspect, repair or replace cracked canisters' and (3) with limited monitoring, we will only know after they leak radiation. Each cask contains ½ the Cesium-137 released during the Chernobyl accident.



**Tritium Leaks:** Tritium is a radioactive form of hydrogen. Like ordinary hydrogen, tritium combines with oxygen to make water, called tritiated water. Tritiated water is radioactive. As radioactive water, tritium can cross the placenta, posing some risk of birth defects and early pregnancy failures. Ingestion of tritiated water also increases cancer risk. Therefore, the Committee wants assurance that the state is testing samples of groundwater on Pilgrim's site; that the samples are within accepted limits; and the tritium is not leaking offsite into Cape Cod Bay. The groundwater samples show persistent findings of radioactive tritium in samples taken from Pilgrim's onsite monitoring wells' but the source of the tritium in the wells remains unknown. The Committee monitors the sampling results posted on MDPH's website.

**Radiological Environmental Monitoring:** The Committee again will lobby in favor of legislation, that Town Meeting supported, to increase Entergy's or its successors assessment to MDPH for its radiological monitoring program during operations and post shutdown. Entergy's assessment is currently inadequate. We obtained assurance that MDPH will continue its environmental program post-shutdown. It needs more money from the licensee. Duxbury's radiation monitor at the harbor is now solar powered and wireless.

## Emergency Planning

**Finances:** Duxbury received \$85,000 from Entergy for its annual assessment to cover radiological emergency planning expensed incurred by the town.

**Plans & Procedures:** The Committee regularly reviews the latest Duxbury Radiological Plan and Standard Operating Procedures written for each town department. The Committee again found that the plans are not enough; neither Entergy nor the state incorporated important changes recommended by the town so that our plans would better serve our needs. The committee recommended that the Board of Selectmen not approve the plans again this year; the selectmen concurred.

**State Legislation:** The Committee testified at the State House in support of two emergency planning bills, supported by the town. One put forward by Representative Cutler requires the licensee to fund offsite radiological emergency response expenses incurred by the Commonwealth or a municipality post closure until all the reactor's spent fuel is removed from the spent fuel pool and placed in dry casks. No monies from any Decommissioning Trust Fund shall be used to satisfy this obligation. The bill is in response to Federal regulators allowing nuclear plants to end offsite emergency planning shortly after the reactor ceases operations, even though the risk does not end until the spent fuel pool is emptied and fuel leaves the site. The second bill put forward by Representative Cantwell, and supported by Duxbury's representatives, expands the radiological emergency planning program beyond the current 10-mile emergency zone. An Entergy funded Telephone Survey showed that 70% of the population out to 10-25 miles would evacuate if they heard there was an accident at Pilgrim. This would clog the roads upstream trapping citizens in Duxbury. The bills did not pass, and the committee will work to have them resubmitted this year.

## DECOMMISSIONING- CLOSURE MAY 31, 2019

Pilgrim will close May 31, 2019. NRC gives Pilgrim two options. Decontamination (DECON) - structures and components contaminated with radioactivity are either cleaned or removed and shipped to a licensed radioactive storage site; or SAF-STOR - the facility is placed in nuclear limbo for up to 50 years to complete decommissioning within 60 years. If Entergy remain the owner, it will choose the 60-year option because of inadequate funds. If Entergy sells Pilgrim to an Accelerated Decommissioning company, Holtec International, it will choose DECON and likely will complete decommissioning in 8 years after de-fueling. Regardless of which option is used at Pilgrim, the spent fuel pool will be emptied in approximately 3 years. Decommissioning basically involves removing a facility or site from service and reducing residual radioactivity to a level that permits either of the following actions: Release the property for unrestricted use, and terminate the license - "greenfielding;" or release the property under restricted conditions, and terminate the license.

The State Legislature established a Nuclear Decommissioning Citizens Advisory Panel composed of 21 members- six from the Administration, eight appointed by the Governor and Legislature, three appointed by Plymouth, three representatives from Pilgrim Station, and one representative from the Old Colony. No representatives from Duxbury or the other emergency planning towns. It meets once a month and is open to the public. The state also formed an Interagency Decommissioning Committee composed of representatives from pertinent state agencies.

The committee attends each meeting and on behalf of the town we submitted a memo listing what was important for our community.

Spent Fuel: Spent nuclear fuel assemblies moved out of the pool and into hardened dry casks as soon as possible. Relocate the storage pad to higher ground to protect against flooding.

Finances: The Licensee (e.g., Entergy or another party, if sold) pays for decommissioning in full, not the Commonwealth's taxpayers. Use of the Decommissioning Trust Fund is restricted to paying for decommissioning; it should not be used to pay taxes and operating expenses.

Timing: Decommissioning should occur ASAP following closure. Do not defer dismantlement and cleanup for decades that would allow contaminants onsite to migrate offsite into Cape Cod Bay.

Site Restoration: Site returned to "greenfield" for unrestricted use - radioactivity and chemical contamination cleaned up.

Cleanup Standard: Establish a state radioactive cleanup standard, that the state has authority to do, more conservative than NRC's standard. It should be consistent with the National Academies Biological Effects of Ionizing Radiation Report (BEIR VII); and exposure standard protective of the most vulnerable populations (women, fetus, and young female children) and not, as now, pegged to protecting "reference man"-a hypothetical healthy, white, young, male. The standard for any released portion of the site less than 10 millirem per year for all pathways, and that (consistent with the US Environmental Protection Agency's Safe Drinking Water Act (SDWA) the exposure for all drinking water pathways is less than 4 millirem per year. Absent a state standard, Pilgrim's site will only be cleaned up to NRC's standard that is 70% higher.

Prohibit rubbleization: Rubblization is a process where above-grade structures, including the concrete containment building, are demolished into rubble, and buried in the structure's foundation below ground. The site surface is then covered, regraded, and landscaped for unrestricted use. This saves the expense of removing and transporting the building pieces to a different site. **Public Safety:** Maintain offsite emergency planning until the fuel leaves the site.

**March 2018 Annual Town Meeting Article:** The Committee put forward an article, Decommissioning Radiological Cleanup Standard that read: "To see if the Town will vote to authorize the Board of Selectmen to request that the Secretary of Health and Human Services direct the Massachusetts Department of Public Health to establish a radiological cleanup standard for decommissioned commercial nuclear reactor sites that is more conservative than the federal standard. The allowed residual radioactivity, distinguishable from background radiation, including radioactivity from groundwater, should be as low as technologically feasible; in no event more than 10 millirems per year. The residual radioactivity, distinguishable from background radiation, in groundwater sources of drinking water should not be more than 4 millirems per year. This standard should apply to a decommissioned commercial reactor irrespective of whether the reactor site is released for unrestricted or restricted use. Residual radiation will leak offsite, and it is impossible to predict how the site might be used in the future.

Submitted by

Mary Lampert, Co-Chair

## Police Department

I am pleased to submit the 2018 Annual Report of the Duxbury Police Department. We thank our public safety partners in the Fire Department, the dispatch center (ROCCC), and our colleagues throughout town government for their continued assistance. Most importantly we thank the residents of Duxbury for your support.

The task of policing today is by no means a cookie cutter affair. Policing strategies and priorities can be notably divergent from one environment to another. To achieve policing success in small town Duxbury we endeavor to strike a balance between meeting the policing priorities and preferences of our unique community while at the same time being fully prepared for the worst of what modern society can offer. At our foundation is the common sense application of our duties that is accomplished with transparency and compassion. We strive to be innovative and are constantly under self review to ensure we are employing current best practices.

We were awarded re-accreditation in 2018 by the Massachusetts Police Accreditation Commission. Your police department is one of only four police departments in Plymouth County that are state accredited. The Duxbury Police Department was the first in Plymouth County to attain accreditation back in 2006, and we have maintained that status since.

We also place the utmost emphasis on a “Duxbury First” mentality in our patrol and investigative strategies, meaning we continually advance our capabilities through specialized training for our officers, coupled with the acquisition of advanced technology to allow us to reduce the reliance on outside resources in select areas. By being prudently self sufficient in thoughtfully targeted areas we ensure that Duxbury residents’ needs come first, void of unnecessary delay caused by the case loads and prioritizations of outside agencies.

In addition, we continue to embrace regionalization where it makes sound sense from both an operational and financial standpoint. We continue to support and participate in regional units, including but not limited to, Narcotics Investigations, SWAT, Child Abduction Response Team (CART), Search and Rescue as well as the Marine and Dive units. If you happen to see a major law enforcement event in Metro Boston or anywhere in Southeastern Massachusetts, it is likely that a Duxbury officer(s) responded as part of our regional commitments. In exchange, in our time of need, we have immediate access to all the trained personnel and resources our regional partners offer.

In listening to our residents we understand that the community service component of our mission is of tremendous importance to you. The well being and overall safety of our kids and young adults tops that list. We know that you expect a department that has a high level of professional competency, capability, and overall preparedness. At the same time, you prefer that we discharge our duties in a minimally intrusive manner, but be on the ready to quickly and effectively respond to extraordinary events. Know that we strive every day to meet these expectations.

I am blessed and honored to work with a truly remarkable group of men and women who simply “get it”. In 2018 a number of our officers were recognized for excellence by outside organizations. In September Officers Steve Hall and Scott Kane received the President’s Award from the Mass Coalition of Police for performing life-saving CPR while off-duty at a Hanover Gym. In October I was honored to be one of a handful of local police chiefs to receive the Leadership in Community Policing award by the International Chiefs of Police Association at their annual conference in Orlando for our collaboration in the development of the Plymouth County Outreach Program. In November Sergeant Andrew Homestead received the Community Service Award from the Massachusetts Mental Health Counselors Association. In December Officer Marcanthony Maffeo was recognized by AAA with a Traffic Safety Hero award. We were humbled to receive such accolades from these sources.

It was a very active year on the personnel side of the house. Most notably, Officer Tim Wigmore retired at the end of the year after serving 29 years in Duxbury. Over his career Tim held every specialty position at one time or another. Tim was a “can do” cop who enthusiastically accepted any task, big or small. Join us in wishing Tim the very best in retirement.

**Officer Wigmore and family**

*(photo courtesy of Duxbury Police Department)*



Special officers Tom Gary and Kevin McMahon also retired from the department and we wish them the best as well. For Officer McMahon, his recent retirement from DPD followed his highly successful career with the Massachusetts State Police from which he retired at the rank of Lieutenant in 2015.

Also in 2018, Matthew Kent joined the department as a Permanent Intermittent Officer upon his honorable discharge from the U.S. Air Force. Current Permanent Intermittent Officers Derrik Salovitz and Kyle McElroy, both, military veterans, were promoted to full time officers to fill existing vacancies. We welcomed a new canine officer in 2018. Canine Sirk, accompanied by Officer Steve Hall, completed basic certification training and hit the streets in the early fall of 2018.

In the fall of 2018 Officer Mary Ellen Vidito completed the intensive motorcycle officer certification course and is now Duxbury's very first female motorcycle officer. A life-long resident of Duxbury, Mary Ellen joined DPD in 1993 and also serves in the collateral assignment as the supervisor of our Crime Scene Unit.

At the end of 2018 we learned that our department intern, Camden Bruno, has been hired by the Marshfield Police Department as a full time officer and will be leaving us in early 2019 to attend the recruit academy. Cam first joined us in 2015 as a senior at Marshfield High School. This young man has made his mark on DPD through his limitless energy and intellect. He has been the architect of our entry into the social media realm and has taken the lead with all our public information efforts. It will be very difficult to replace his talent. We wish him a safe and successful career in Marshfield.

Later in the spring we graduated our first adult Citizen's Academy Class since 2009. We had a great group and think we had a good deal of fun along the way. I congratulate our graduates and we look forward to the next class in the spring of 2019 as we have officially re-instated the adult academy program. In the summer of 2018 we graduated another class from our annual Junior Police Academy. This program has run continuously for nearly two decades. The Junior Academy along with are active participation in the annual Plymouth County DARE Summer Camp make up the core of our summer activity offerings to Duxbury youth.



*Citizen's Academy Certificate Recipient*



*Junior Academy*

*Adult Academy Airwing*



*(Photos courtesy of Duxbury Police Department)*



August of 2018 marked the 10<sup>th</sup> anniversary of the tragic line of duty death of Special Officer Melvin Dyer. In August of 2008 Officer Dyer was struck by a vehicle while conducting a traffic control assignment. He passed away nine days later in a Boston Hospital. In early September members of the department and residents joined the Dyer family as we dedicated a memorial stone at police head quarters in his memory.

Over the last two years we have been in the process of executing a consolidation of the Harbormaster Department under the umbrella of the Police Department. This process has been undertaken incrementally and with due and thoughtful care. This consolidation is built on capturing some economies and elimination of jurisdictional and operational redundancy. I thank Harbormaster Jake Emerson and his team for your vital role in the evaluation process and eventual execution of the consolidation. Our collective goal is to advance the application of technology to serve you better and do so with improved efficiency. With this merger, much like the consolidation of various public works services under our DPW, we have created two new divisions within the Police Department organizational chart. Those are the Harbormaster Division and Beach Operations Division. For residents and visitors there will be no identifiable changes to the services you've come to expect at the Harbor or Duxbury Beach.

With steady community growth, the needs and expectations of policing services here in Duxbury is expanding. In 2018, the Department documented 26,301 police activities. Below is a snapshot of some of these activities.

Motor Vehicle Crashes	202
Burglaries	36
Alarm Responses	622
Narcotics Investigations	35
Traffic Enforcement Activity	974
Traffic Stops	3,309
Directed Patrols	1,056
Domestic Disturbances	69
General Disturbance	74
Noise Complaints	122
Assist Other Agency	113
Medical Calls (Assist FD)	1,435
Criminal Complaints Filed	244
Custodies	82

Staffing continues to be a particularly difficult management challenge. The current base line patrol shift compliment was instituted in 1976. It is abundantly clear that the town has experienced significant residential and commercial growth since then, yet the police patrol shift strength has actually declined in that time. The 1976 model of three officers assigned independently to patrol one of our three geographical patrol sectors, supported by a patrol supervisor and one officer assigned to the station has become an elusive goal to maintain at our current staffing and call volumes. Today the typical patrol shift is two patrol officers and one supervisor on the road. In FY10 two positions were eliminated from the police department due to town wide budget cuts. Since that time only one of those positions was restored. Over the last five years I have unsuccessfully requested additional positions to bolster the patrol force within our budget requests. For varying reasons over the years these requests were deemed not an immediate town priority. My inability to overcome that sentiment over the last few years is frustrating and I considered it a personal failure. However, knowing that I have the endorsement in principle from our Town Manager, I remain hopeful that this will be addressed affirmatively in the near future.

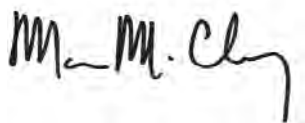
School safety is another area where we have focused a great deal of effort and resources but feel we can do more. In partnership with Dr. Antonucci and his team at the Duxbury Public Schools we have made significant advances in this area of late. To amplify these gains we propose the addition of a second school resource officer for our district. With two full time school resource officers we will dedicate one officer to the High School / Middle School and the second officer to the Alden and Chandler schools. This model will greatly enhance the safety of the school environment throughout the District by the doubling of our presence in our schools each and every day.

Modern policing is complicated and complex, requiring the best people, best practices and proper equipment to operate efficiently, effectively and safely in today's world. I cannot stress this enough. It is not uncommon for our funding requests for specialized tools and technology to be greeted with a healthy level of cynicism. "Do we really need that in Duxbury" is a question I have come to expect from the boards and committees who review such proposals. Those rightfully posing the question are just doing their job. Our response may be unpleasant but is the reality. It is a changed world and we are facing new threats and challenges unimaginable just a few years ago. Thankfully acts of violence remain rare here in Duxbury but we are not immune as evidenced by a handful of events here in recent years which seem to be trending as more frequent. It is my obligation and responsibility to ensure that we provide our officers with the latest, state of the art, personal protective gear, advanced tools and training to keep them safe. I ask you to support your officers by supporting current and future funding requests to acquire such equipment deemed necessary by law enforcement professionals.

In a matter of weeks I will reach two profession anniversaries. In May I will be entering my 10<sup>th</sup> year as your police chief and at the same time I will enter the 38<sup>th</sup> year of my law enforcement career. It is with an attitude of tremendous gratitude that I announce this will be my final Annual Report as the Duxbury Police Chief. I will retire this summer.

It has been an honor and privilege to serve this community. I want to take this opportunity to thank Town Managers Rene Read and Richard MacDonald for their unwavering support over the years. Richard for recruiting me here in 2010 and Rene for allowing me to continue onward. I am forever grateful to the community of Duxbury who quickly made my wife Holly, I and our family feel welcome. I am extremely confident that I leave you in very good hands with a strong core of in-house leaders ready to continue the forward progress of the Duxbury Police Department. I thank you and wish you all well as I step aside and yield to the next generation of public safety leaders, hoping you feel that I have served you well.

Sincerely yours,



Matthew M. Clancy  
Chief of Police

#### *Junior Police Academy 2018*



# Public Works



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DPW Administration  
Animal Control  
Cemetery Department  
Lands & Natural Resources  
DPW Operations

- *Highway Department*
- *Transfer Station*
- *Vehicle Maintenance*
- *Snow & Ice*

Water & Sewer Division  
Water & Sewer Advisory Board

## **DPW Administration**

Fiscal Year 2018 showed us the fury of Mother Nature. In March, Duxbury was pummeled by a series of late winter Nor'easters that caused major damage all over town. There was major flooding damage and tree damage. Catastrophic damage occurred at the coast line that included the destruction of eight hundred feet of sea wall. Efforts are currently underway to make the necessary seawall repairs.

In FY18, we also saw changes in how we handle our recycling. Those changes were needed because of a change in China's policy regarding single stream recycling materials. They will no longer take it. After ten years of single stream recycling we had to revert back to sorting our recyclables. Because of the efforts of our residents Duxbury enjoys a very high recycling rate. Thank you all for your awareness and willingness to recycle!

Public Works oversaw over half a million dollars in road paving work and the Water Department oversaw major water main replacement and extensions of Temple Street, Arrowhead Road and Cable Hill Way.

Duxbury has seen its share of weather extremes and major damage over the last three years and our crew has met the task. I want to thank the men and women of all of the DPW departments who take care of the day to day needs of maintaining our beautiful town and pull together in very difficult and often dangerous conditions to get us all through these extreme weather events.

Respectfully submitted,  
Peter Butkus  
Director of Public Works

## **Animal Control**

The Duxbury Animal Control Department and Animal Shelter had a great year!

The Animal Control Officer received thousands of phone calls, emails and messages through social media, responding to calls 24 hours a day, seven days a week and 365 days during the year. We responded to calls that ranged from guidance on animal care, found and lost pets and many calls concerning wildlife issues. The Animal Control Officer also responded and will continue to respond to calls to assist other towns when help is needed. We strive to give the residents of Duxbury the best service possible and are proud of the services we provide.

The Duxbury Animal Shelter continues to be one of the cleanest and best run shelters in the state. We provide a safe and stress free place for animals until they are reunited with their families or are adopted into loving homes.

Thank you to all of our volunteers for their time and assistance. Thank you to all the residents of Duxbury and the people who have supported and continue to support the Duxbury Animal Shelter and thank you to the people who open their hearts and homes to the animals.

Respectfully submitted,  
Ed Ramos  
Animal Control Officer

## DPW - Cemetery Department

This past year has been dedicated to embellishing the Standish Cemetery, aka the Old Burying Ground, located on the corner of Chestnut Street and Pilgrim By-Way. The department was again able to obtain monies from the Community Preservation Act fund to repoint and secure the stone wall surrounding the burial site of Myles Standish and to add a granite base within the confine. The entrance to the cemetery from Chestnut Street was given new granite stairs and wrought iron railings, and a new pedestrian entrance on Pilgrim By-Way made the cemetery accessible from that point. Much thought was put into the history of the fencing that surrounds the cemetery, and the rough honed, white cedar three-rail fencing that was added was suitable to the time period of the cemetery. Lastly, four panel signs were added, with special thanks to Tony Kelso, Duxbury Town Historian and to Carolyn Ravenscroft, Archivist and Historian at Drew Archival Library, Duxbury Rural and Historical Society, so guests will now be able to read about the cemetery's history. Key burials information and descriptions of the stone carvings, and photos, were highlighted.

This past Town Meeting we were able to gain approval to use funds from our Sale of Burial Rights Fund to have a portion of Mayflower Cemetery surveyed and to bring in a Landscape Architectural and Master Planning firm to help us with future developments, including the land in between the COA and the established portion of the cemetery.

We were also able to do minor repairs to the retort units in the crematory this past year, and all four units passed their yearly inspections.

I would like to thank my staff who work so diligently in keeping the grounds beautiful, coming in on weekends to clear leaves and to having it look the way it looks every Memorial Day; and to thank the crematory staff for being dedicated in what they do, not an easy job to fulfill. During the year we added a new Departmental Assistant, Mary-Lee Golden. Also thank you to the Cemetery Trustees, who volunteer their time and for their guidance.

Respectfully Submitted,  
Superintendent of Cemetery/Crematory



*New stairs and railing at Standish Cemetery*

*"A cemetery is a history of people – a perpetual record of yesterday and a sanctuary of peace and quiet today. A cemetery exists because every life is worth loving and remembering.....always."*



## Lands and Natural Resources

This year was especially tough one for the department. Not only did we deal with the four Nor'easters in March that wreaked havoc on the town which we are still cleaning up, but we also encountered some personnel shortages as well. But in the long run we made it through.

We proudly accepted our 27<sup>th</sup> consecutive Tree City USA Award this year. This award is given by the National Arbor Day Foundation, the United States Department of Agriculture Forest Service and the National Association of State Foresters to communities that prove they are dedicated to beautifying and preserving their lands by having active forestry programs.

We continue our efforts in cutting dead and hazardous trees along our roadways, in our parks and conservation areas. Our efforts also include having the roadside mower cutting back vegetation growing at the edges of the roads. Our department's top priority has always been keeping our streets and public lands safe and we urge residents to monitor their land as well. We do all we can to serve the people of Duxbury by working with other town departments, citizens and organizations to ensure that our public lands, buildings, trees, open spaces and athletic fields remain sources of pride for our community.

I wish to thank the crew for their hard work and dedication, the other town departments for their cooperation, the town management team for their support and the residents for their assistance in taking care and pride in the town's public spaces.

Respectfully submitted,

James Savonen  
Manager of buildings and grounds

## DPW Operations - Highway Department - Transfer Station – Vehicle Maintenance – Snow and Ice

This year the Town of Duxbury saw an average amount of snow resulting in 25 sanding operations, eight of which turned into plowing operations. In the spring we went into our cleanup program sweeping streets, cleaning and repairing catch basins, cleaning up litter and correcting drainage problems around town.

Our road maintenance program included the repaving 3.6 miles of roadway including Barn Swallow Lane, Beaverbrook Lane, Elm Street, Franklin Street, Keene Street, King Phillips Path, Hawkins Place, Pheasant Hill Lane and Upland Road.

As always, I would like to thank the staff at the Highway, Transfer Station and Vehicle Maintenance Departments for their hard work and determination to do a good job.

I also want to thank the residents of Duxbury for their support and cooperation throughout the year.

Respectfully submitted,

Bruce O'Neil  
DPW Operations Manager

### *Remembering David M. Elliott*

March 4, 2018

David served the Town of Duxbury as the Transfer Station's Supervising Foreman for nearly 24 years. He will be forever known for his hat and to those residents who frequented the "Duxbury Mall."

David's caring attitude, team oriented approach and beautification of his work environment (which included growing countless giant sunflowers and tropical flowers every summer) will be fondly remembered by co-workers and residents alike.

His presence at the Transfer Station will be missed.



## DPW - Water/Sewer Department

The following paragraphs summarize some but not all of the efforts necessary to keep the water running in Duxbury.

In addition to assisting with the daily operations of the department, the administrative staff was kept busy with the billing of approximately 5600 accounts bi-annually and scheduling 677 appointments for field technicians. 545 million gallons of water was pumped, treated and then distributed to consumers. 9.7 % of the water pumped was unaccounted for due to distribution system leakage. The maximum daily demand for water was 4.63 million gallons. The residential gallons per capita day usage was 76 gallons. The current performance standard for public water systems is 65 gallons per person per day. The entire field Staff participated in Emergency Response Plan training simulating operations with coastal flooding.

The distribution crew was kept busy with repairing water main breaks and service line leaks in addition to replacing fire hydrants hit by cars. There were 313 tests performed on the various backflow prevention devices installed throughout the town. Technicians replaced 166 water meters that were 10 years or older. Construction continued on phase two of the Temple Street project and the mains were replaced on Cable Hill and Indian Trail.



Trucks #1 and # 6 utility body were replaced (pictured).

The treatment staff was busy with ongoing upgrades and maintenance. The interior surfaces of the bulk chemical storage tanks were cleaned. All ten fluoride saturators were cleaned, rebuilt and returned to service. The master meters at all twelve wells were cleaned and calibrated. Four out of twelve wells were cleaned and redeveloped for lost capacity. The underground electrical service was replaced at the Hounds Ditch wells site and the access road to the Birch Street tank was paved.

On the sewer side of things, the share septic systems at Wadsworth Field, Harrison Street and Cedar Street were examined by a Title 5 inspector and found to be in good working order. Preventative maintenance was performed on the many pumps and air blowers at the High School wastewater treatment plant. 18 grinder pumps were replaced and 6 were repaired on the Bay Road shared septic system. The higher than normal instances of pump failure can be attributed to the flooding during the March storms.

I would like to thank the DPW Director, Town Manager, Board of Selectmen, and the Water and Sewer Advisory Board for their guidance and support throughout the year. I would also like to take a moment and thank my entire staff for all of their hard work and dedication.

Respectfully Submitted,

Peter Mackin  
Superintendent, Water and Sewer

## DPW - Water/Sewer Advisory Board

For the fiscal year ending June 30, 2018, the Water & Sewer Advisory Board studied the new Mass DEP water withdrawal permit, and restrictions related thereto. The primary restriction is the requirement that water withdrawals be restricted to 65 gallons per day per residential person. Over the past several years, the residential demand averaged over 80 gallons per day per person which makes this a significant consideration from the operating point of view.

Recently the Executive Office of Energy and Environmental Affairs released the Sustainable Water Management Initiative (SWMI) which surveyed the water demands for each basin across the state and recommended measures to sustain the sources of drinking water. SWMI recommends that water withdrawals of 65 gallons per day per person be adopted statewide. After examining SWMI, the Board was unable to find the justification for applying this limit and whether the drinking water sources in Duxbury were not sustainable.

The Water Management Act (WMA) is used by the Mass DEP to restrict water utilities such as the Duxbury Water Department from withdrawing too much water. The WMA is limiting the amount of water withdrawn from sources in Duxbury to 65 gallons per day per person. In contrast, the United States Geological Agency (USGS) estimates that average residential water use ranges from 80 to 100 gallons per day per person.

As an example: For the fiscal year ending June 30, 2018, the Water Department's permit requires water withdrawals be limited to 65 gallons per day per residential customer. The water demand from our residential customers was 76 gallons per day per residential person even with mandatory summer outside watering restrictions in place during the summer period. Clearly the new restrictions of 65 gallons per day per residential customer will be unattainable next year.

A new withdrawal permit now restricts the average daily water withdrawn to 1,420,000 gallons which is the average day withdrawal from 2013. Duxbury now has two unobtainable goals: one to reduce the average daily residential demand to 65 gallons per day per customer, and the other to reduce the overall withdrawal to levels not seen in the last 4 years. Failure to meet its permitted withdrawal levels by a utility is serious and gives the regulators more tools to enforce its demands.

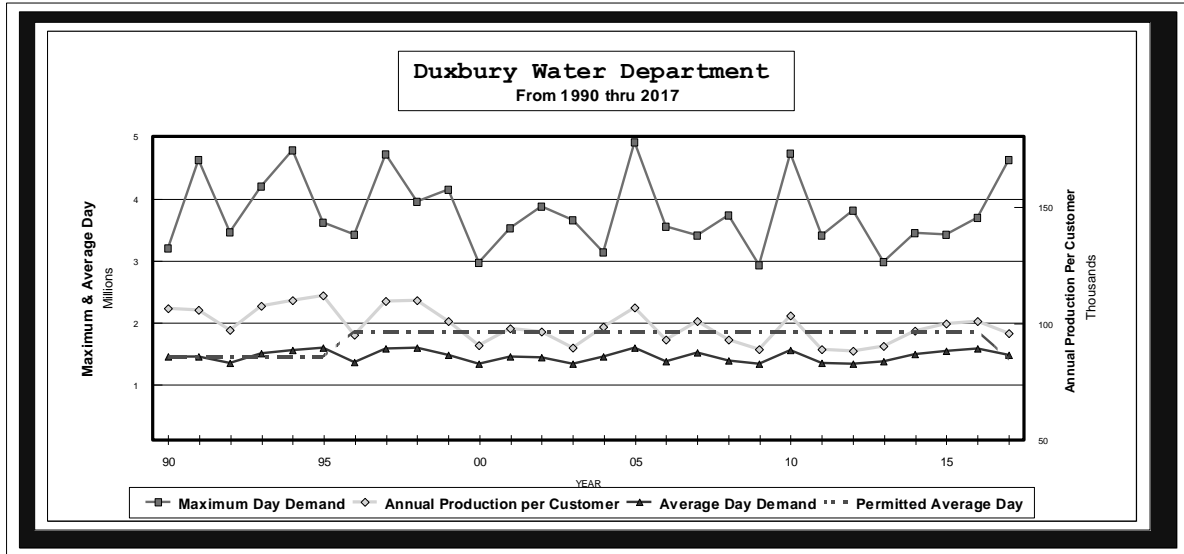
Once again, we have plenty of water, but just not the permission to withdraw it. Our average annual rainfall is almost 24 billion gallons of water with this utility withdrawing 533 million gallons or 2.25% of total average annual rainfall over the last 21 years. Since the vast majority of water withdrawn is redeposited in the aquifer, water withdrawn but not returned is estimated to be the equivalent to 0.36 inches of rainfall, or about one healthy rain event.

This Board will continue to educate the Board of Selectmen who are our Board of Water Commissioners as to problems with the permitting process. We see this currently as more of a political process going forward, with the regulators being unresponsive until the public begin to demonstrate their frustration by contacting their representatives from time to time.

The Temple Street water main phase one was completed during the fall of 2017. The remainder of this project which includes another connection between the high and low zones. As with the Lake Shore Drive project, the elimination of two dead end water mains and the addition of hydrant service to an unserved area is the primary logic behind this project.

To main a sustainable water supply for Duxbury, developing new sources of groundwater are important undertakings. Identifying suitable sources is a long term process. The Water Department continued its investigation into the feasibility of developing a well site off of Teakettle Lane and Moduc Street. The Superintendent hired a surveyor to begin identifying the parcels needed to support this potential drinking water well site. The site will require adequate groundwater protection and surface access. The Teakettle Lane/Moduc Street site will be added to several other potential well sites if needed someday.

During the summer of 2017 we experienced a normal summer rainfall resulting in normal fall water bills. During the fall and winter, increased rainfall brought us back to our normal annual average of rainfall. With a normal 2018 rainfall so far, we would expect a reduction in demand for water in the upcoming fiscal year although the summer of 2018 is coming in a bit under the average for the summer months so far.



Respectively Submitted

George D. Wadsworth, Chairman  
 Freeman Boynton, III  
 Paul Keohan, Clerk

# Recreation



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## Recreation Department

- Percy Walker Pool
- Recreation Department
- North Hill Country Club

## **Recreation Department - Percy Walker Pool, Recreation, North Hill Country Club**

The Duxbury Recreation Department enjoyed a productive and busy past fiscal year managing the many different divisions within our operation.

### **Percy Walker Pool**

This past year the Percy Walker Pool continued to be enjoyed by residents and non-resident alike. Hundreds of children utilized the Percy Walker Pool for swimming lessons, birthday parties, and school related programs. The Duxbury Public Schools utilized the Percy Walker Pool for its high school swim teams, 4<sup>th</sup> grade swim program and as a training facility for its various high school sports, including football.

Through the generosity of the Eben Ellison Fund the Percy Walker pool received repairs to its outdoor kiosk sign. In addition, the fund supplied the pool with new lane lines which are heavily used during our various swim meets. Thanks to Trustees Steve Carleton and Matthew Walsh!

The winter of 2018 provided a major challenge for our facility. A significant nor'easter created problems for our facility, knocking out our HVAC system. The pool was closed for approximately four weeks while we rectified the problem. This closure obviously hurt our receipts for the year but hopefully we are back on track now. Kudos to Brian Cherry, Facilities Director and his staff for assisting us in re-opening as soon as possible.

### **Recreation**

The Recreation Department offered over 40 year round programs to Duxbury residents in FY18. The Recreation Revolving Fund employed 85 part time employees and was also assisted by over 125 community volunteers. In FY18 over 2,500 residents registered for our programs. The Recreation Revolving Fund returned \$40,724 to the General Fund this past fiscal year. This return to the General Fund reflects a 100% increase over FY17, with no corresponding fee increases to the user.

The Department worked closely with the Planning Board and other various boards to provide input in the Long Range Plan, Envision Duxbury.

### **Playing Fields , Playgrounds and Beach Lifeguards**

Our Town and School playing fields are a very popular recreation resource used by thousands each year. Our Department continues to provide permits for the use of all the playing fields.

Through the Ellison Fund our DPW installed new playground surfacing material at our ever popular playground site, and effected repairs to various pieces of play apparatus.

The area of coverage our Beach Lifeguards supervised was expanded some this past year. The beach directly east of the resident parking lot has seen an increase in activity these past years due to four wheel drive closures from plover and least tern activity. Our beach lifeguard budget was increased to provide additional safety for our swimming public. We continue to see an uptick in seal sightings as well as shark activity. In addition, for the first summer in memory the beach had active whale feedings from both minke and humpback whales, sometimes within yards of shore.

### **North Hill**

This fast fiscal year marked the third year of operation with our new management company, Johnson Golf Management, LLC. Revenues in 2018, year to date are up 10% over revenues for the same period in 2017. North Hill revenues for 2017 set a record, therefore 2018 pace of 10% over this benchmark is quite exciting. I attribute this to all the hard work by our Manager as well as the payoff on major investments in infrastructure by the Town the past three years.

July of 2017 saw the above ground fuel depot at North Hill Country Club receive repairs. In a nutshell, the entire depot from the tank and above was retrofitted, insuring that the operation is compliant with all State and local regulations. This tank provides diesel fuel as well as gasoline to various pieces of equipment at the golf course.

I would like to thank my staff at the Recreation Department and Pool as well as the Recreation Activities Committee for all their assistance during the past year.

Respectfully Submitted,  
Gordon H. Cushing, Recreation Director

# State and Local Information

## **GEOGRAPHIC DESCRIPTION & STATISTICS FOR DUXBURY**

Location: Eastern Massachusetts, bordered by Pembroke on the west, Marshfield on the north, Kingston on the south, and the Atlantic Ocean on the east and southeast. Duxbury is 33 miles south of Boston and 246 miles from New York City.

**Total Area:** 37.63 sq. miles

**Land Area:** 23.76 sq. miles

**Population:** 16,378  
(Town Clerk, 01/31/2018)

**Climate:**  
(National Climatic Data Center, Plymouth Station)

Normal temperature in January: 26.5°F  
Normal temperature in July: 71.0°F  
Normal annual precipitation: 48.8"



## **TOWN GOVERNMENT**

Municipal Offices  
878 Tremont St., Duxbury, MA 02332

Monday: 8:00 AM - 7:00 PM,  
Tuesday through Thursday: 8:00 AM - 4:00 PM  
Friday: 8AM - 12:30 PM

**Form of Government:**  
3-Member Elected Board of Selectmen  
Town Manager  
Open Town Meeting

**Year Incorporated as a town: 1637**

**Registered Voters**  
(Town Clerk, 01/31/2018)

Total Registered Voters	12,148
Democrats	2,175
Republicans	2,367
Other parties	160
Un-enrolled voters	7,446



## **U.S. LEGISLATORS**

**US Senator** Edward J. Markey  
218 Russell Senate Office Building  
Washington DC 20510  
(202) 224-2742

**US Senator** Elizabeth Warren  
SR-C2 Russell Senate Office Building  
Washington DC 20510  
(202) 224-4543

**US Congressman** Bill Keating  
Room 2351  
Rayburn House Office Building  
Washington, DC 20515  
(202) 225-5658

To contact U.S. Legislators via e-mail,  
please visit: [www.usa.gov](http://www.usa.gov)



## **STATE AND**

## **SENTATION**

## **COUNTY REPRESENTATION**

**State Senator** Patrick O'Connor  
State House, Room 520  
Boston, MA 02133  
617-722-1646  
[Patrick.OConnor@masenate.gov](mailto:Patrick.OConnor@masenate.gov)

### **State Representatives**

Precincts 2-6 Rep. Josh Cutler  
State House, Room 437  
Boston, MA 02133  
617-722-2425  
[josh.cutler@mahouse.gov](mailto:josh.cutler@mahouse.gov)

Precinct 1 Rep. Thomas J. Calter  
State House, Room 472  
Boston, MA 02133  
617-722-2013  
[Thomas.Calter@mahouse.gov](mailto:Thomas.Calter@mahouse.gov)

**IMPORTANT TELEPHONE NUMBERS**  
**DUXBURY TOWN HALL: 781-934-1100**  
**DEPARTMENT EXTENSIONS**

Accounting & Finance	6009
Assessors	6010
Board of Health	6002
Building Department/Municipal Services	6002
Conservation	6008
DPW	6003
Employee/Retiree Health Insurance & Benefits	6006
Facilities	5460
Highway	6003
Lands & Natural Resources	6003
Personnel (Human Resources)	6006
Planning	6007
Selectmen	6016
Town Clerk	6004
Town Manager	6016
Treasurer/Collector	6001
Water Department	6005
Zoning Board of Appeals	6002

<b><u>Other Important Numbers (Outside Town Hall):</u></b>	
<b>For Police &amp; Fire Emergencies</b>	<b>911</b>
Fire (non-emergency)	781-934-5693
Police (non-emergency)	781-934-5656
Animal Control	781-934-6424
Cemetery	781-934-5261
Council on Aging (Senior Center)	781-934-5774
Council on Aging Bus (GATRA)	781-934-5774
Duxbury Free Library	781-934-2721
Harbormaster	781-934-2866
Housing Authority	781-934-6618
Percy Walker Pool	781-934-2464
Plymouth County Mosquito Control	781-585-5450
Recreation	781-934-7034
Schools Administration/Superintendent	781-934-7600
Veteran's Services (Senior Center)	781-934-5774

**Town Website:** [www.town.duxbury.ma.us](http://www.town.duxbury.ma.us)

**Town Address:** 878 Tremont Street, Duxbury MA 02332

**Town Hall Hours:** Monday: 8 AM - 7 PM  
Tuesday- Thursday: 8 AM - 4 PM  
Friday: 8AM – 12:30 PM



[www.town.duxbury.ma.us](http://www.town.duxbury.ma.us)