

Please Read



COMMONWEALTH OF MASSACHUSETTS

TOWN OF DUXBURY

SPECIAL TOWN MEETING

WARRANT

SATURDAY, MARCH 9, 2024

AT 9:10 A.M.

DUXBURY SCHOOLS PERFORMING ARTS CENTER

73 ALDEN STREET

**Plymouth, SS
Greetings:**

To the Constable of the Town of Duxbury, in said County:

In the name of the Commonwealth of Massachusetts you are directed to NOTIFY and WARN the INHABITANTS OF THE TOWN OF DUXBURY, qualified to vote in elections and in Town affairs, to meet in the Duxbury Schools Performing Arts Center, 73 Alden Street, in said Duxbury on SATURDAY, the NINETH day of MARCH, 2024, next, at 9:10 A.M. for a SPECIAL TOWN MEETING, for the transaction of any business that may legally come before said meeting:

ARTICLE 1 – SUPPLEMENTAL APPROPRIATIONS

To see if the Town will transfer from available funds sums of money to supplement appropriations previously voted under Article 5 at the Annual Town Meeting of March 11, 2023 for the Fiscal Year beginning July 1, 2023, for various Town Departments; or take any action in relation thereto.

Proposed by the Selectboard/Town Manager

Explanation: The purpose of this article is to supplement a number of line items in the current fiscal year's budget (FY24) in order to fund a number of additional expenses associated with various Town Departments.

Recommendations: *Selectboard Vote – 5-0-0*
Finance Committee Vote – 7-0-0

ARTICLE 2 – UNPAID BILLS

To see if the Town will transfer from available funds, a sum of money to pay unpaid bills of a previous year, as follows:

Line	Vendor	Department	Amount	Funding Source
1	Vision Government Systems	Assessors	450.00	Free Cash
2	F.W. Webb Company	DPW	103.96	Free Cash
3	Shiretown Glass & Aluminum, Inc.	Facilities	133.50	Free Cash
4	Waltham Pest Services	Facilities	223.30	Free Cash
5	Advantage Drug Testing, LLC	Human Resources	541.00	Free Cash
6	Associated Elevator	Facilities	2,380.00	Free Cash
7	Amazon.com	Harbormaster	44.99	Free Cash
8	Verizon	Police	21.18	Free Cash
		TOTAL	3,897.93	

; or take any action in relation thereto.

Proposed by the Town Manager

Explanation: These funds are needed to pay for bills received after the close of Fiscal Year 2023. Requires a 9/10 vote.

Recommendations: *Selectboard Vote – 5-0-0*
Finance Committee Vote – 7-0-0

ARTICLE 3 – FUND COLLECTIVE BARGAINING AGREEMENTS

To see if the Town will transfer from available funds, a sum of money for the purpose of funding collective bargaining agreements with any one or more of the following employee organizations for the fiscal year commencing on July 1, 2022.

- Duxbury Police Union, MCOP Local 376B
- Duxbury Police Commanders Association
- Duxbury Public Safety Dispatchers, MCOP Local 376A
- Duxbury Permanent Firefighter's Association, International Association of Firefighter's Local 2167

or take any action in relation thereto.

Proposed by the Selectboard

Explanation: This article will fund collective bargaining agreements for positions in each of the contracts to be noted in the motion to be made at Town Meeting.

Recommendations: *Selectboard Vote – Available at Town Meeting*
Finance Committee Vote – Available at Town Meeting

ARTICLE 4 – PAYMENT OF DEBT SERVICE RELATED TO PURCHASE OF RICKER PROPERTY

To see if the Town will transfer from available funds a sum of money to fund the paying of debt service on outstanding balances including bond anticipation notes related to the purchase of the Ricker property located at 293 Mayflower Street; or take any other action in relation thereto.

Proposed by the Finance Director, Town Manager, and the Community Preservation Committee

Explanation: This transfer will pay off the remainder of the Bond Anticipation Notes related to the purchase of the Ricker property that was approved in Article 2 of the Town's Special Town Meeting on October 17, 2022.

Recommendations: *Selectboard Vote – 5-0-0*
Finance Committee Vote – 7-0-0

ARTICLE 5 – OTHER POST-EMPLOYMENT BENEFITS

To see if the Town will transfer from available funds a sum of money to be added to the Other Post-Employment Benefits Trust Fund; or take any action in relation thereto.

Proposed by the Finance Director and Town Manager

Explanation: Employees of state and local governments may be compensated in a variety of forms. In addition to a salary, many employees earn benefits during their years of service that will not be received until after their employment with the government ends. The most common type of these post-employment benefits is a pension. Post-employment benefits other than pensions generally take the form of health and

dental insurance, vision, prescription, or other healthcare benefits provided to eligible retirees, and may also include some type of life insurance. As a group, these non-pension benefits are referred to as Other Post-Employment Benefits (“OPEB”). In FY13, the voters at Town Meeting, with the support of the Board of Selectmen and the Finance Committee, established an OPEB Trust Fund. The Town currently funds retiree health insurance on a pay-as-you-go basis. This amount for fiscal year 2023 is approximately \$2,289,178. Through various health plan changes coupled with increased funding, our Actuarial Accrued Liability at June 30, 2023 is \$68,108,109 and total plan assets are \$5,102,319. The Town’s actuary and our adopted financial management policies recommend a minimum annual contribution of \$250,000. We must make every effort to fund this liability annually and protect the Town’s credit rating.

Recommendations: *Selectboard Vote – 5-0-0*
Finance Committee Vote – 7-0-0

ARTICLE 6 – STABILIZATION FUND

To see if the Town will transfer from available funds, a sum of money to be added to the Stabilization Fund; or take any action in relation thereto.

Proposed by the Finance Director and Town Manager

Explanation: It has been the practice of the Town over the last several years to transfer available funds into the Stabilization Fund. The Town of Duxbury’s Financial Management Policies recommends the Stabilization Fund should be maintained at 5% to 10% of general fund operating expenditures net of exempt debt.

The balance in the Town’s Stabilization Fund at June 30, 2023 is \$6,419,911 or 8.17% of FY23 general fund operating expenditures net of debt service.

Duxbury continues to enjoy a Standard & Poor’s rating of AAA and a Moody’s Rating of AA1. The enhancement of this reserve is a major factor when rating agencies consider upgrades.

With the approval of this transfer, coupled with projected earnings for FY24, this will provide an end-of-year balance of approximately \$6,669,911. This amount will roughly equal 8.21% of the Town’s FY24 operating expenditures net of debt. Finance Director recommends a transfer of \$250,000 from Free Cash to ensure that our reserves are maintained at levels that will likely appeal to bond rating agencies. Increases to reserves are critical to maintaining our bond rating and ensuring the best interest rates possible on future borrowing.

Recommendations: *Selectboard Vote – 5-0-0*
Finance Committee Vote – 7-0-0

ARTICLE 7 - ACCRUED LIABILITIES AND COMPENSATED ABSENCES FUND

To see if the Town will transfer from available funds, a sum of money to be added to the Accrued Liabilities and Compensated Absences Fund; or take any action in relation thereto.

Proposed by the Finance Director and Town Manager

Explanation: Each year the Town experiences separations of employee service. These separations may include, but are not limited to, terminations, retirements, and even loss of life. At the time the annual departmental budgets are presented for Town Meeting approval no allowances are made for potential circumstances. The Town of Duxbury's Financial Management Policies recommends that the balance of such fund shall not be less than 2 times the average payments made over the last 5 years. The balance in the fund at June 30, 2023 was \$92,567. The average payments made over the last 5 years is \$146,517. Approval of this transfer in the amount of \$100,000 from Free Cash is less than the desired policy funding but will provide the ability to fund separations without adversely impacting departmental operating budgets.

Recommendations: *Selectboard Vote – 5-0-0*
Finance Committee Vote – 7-0-0

ARTICLE 8 - MATCHING GRANT FUNDS

To see if the Town will transfer from available funds a sum of money to be used to provide for the Town's local match gifts and/or grants committed to and/or received by the Town from time to time, such sums to be expended under the discretion of the Selectboard and/or Town Manager; or take any other action in relation thereto.

Proposed by the Finance Director, Town Manager and Selectboard

Explanation: The funds appropriated under this article will provide the Town with a ready source of funds that the Town may use as the Town's local share of gifts and/or grants committed to or received by the Town from federal, state, and/or local funding sources and/or governmental bodies, as any delay in providing such matching funds may jeopardize the Town's ability to avail itself of such funds.

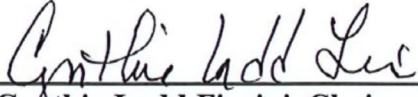
Recommendations: *Selectboard Vote – 5-0-0*
Finance Committee Vote – 7-0-0

AND YOU ARE HEREBY DIRECTED TO SERVE THIS WARRANT by posting attested copies thereof as prescribed by M.G.L. Chapter 39, Section 10 and by Chapter 2, Section 2.3.1 of the Town of Duxbury General By-laws, at least fourteen (14) days before the time of holding said Meeting.

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

Given under our hands this 12th day of February, 2024.

SELECTBOARD


Cynthia Ladd Fiorini, Chair


Michael McGee, Vice Chair


Amy M. MacNab, Clerk


Fernando Guitart

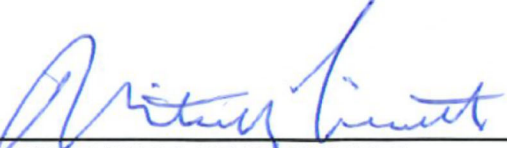

Brian E. Glennon, II

Plymouth ss:

February 15, 2024

Pursuant to the Warrant, I have this day notified and warned the inhabitants of the Town of Duxbury, herein described, by posting the Warrant in precincts 1, 2, 3, 4, 5 and 6, to meet at the time and place and for the purposes as described by the By-laws of the Town.

A TRUE COPY
ATTESTED


CONSTABLE OF DUXBURY