

Please Read



COMMONWEALTH OF MASSACHUSETTS

TOWN OF DUXBURY

SPECIAL TOWN MEETING

WARRANT

SATURDAY, MARCH 10, 2018

AT 9:10 A.M.

DUXBURY SCHOOLS PERFORMING ARTS CENTER

73 ALDEN STREET

**Plymouth, SS
Greetings:**

To either of the Constables 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 TENTH day of MARCH, 2018, 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, 2017, for the Fiscal Year beginning July 1, 2017, for various Town Departments, or take any action in relation thereto.

Proposed by the Board of Selectmen/Town Manager

Explanation: The purpose of this article is to supplement a number of line items in the current fiscal year’s budget (FY18) in order to fund a number of additional expenses associated with various Town Departments.

Recommendations: *Board of Selectmen Voted 3-0 to Recommend
Finance Committee Voted 7-0 to Recommend*

ARTICLE 2 – UNPAID BILLS

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

Line #	Vendor	Department	Amount
1	Jannell Ford	Vehicle Maintenance	\$ 173.49
2	Lowes	Water	\$ 134.13
3	Eversource	Water	\$ 4,971.94

; 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 2017. Requires a 9/10 vote.

Recommendations: *Board of Selectmen Voted 3-0 to Recommend
Finance Committee Voted 7-0 to Recommend*

ARTICLE 3 – FUND COLLECTIVE BARGAINING AGREEMENTS

To see if the Town will raise and appropriate, or transfer from available funds, a sum of money to fund collective bargaining agreements with any one or more of the following employee organizations for the fiscal year commencing July 1, 2017:

- Duxbury Police Union, MCOP Local 376B
- Duxbury Police Commanders Association

- Duxbury Police Dispatchers Union, MCOP Local 376A
- Duxbury Free Library Employees, Service Employees International Union, Local 888
- Duxbury Permanent Firefighter’s Association, International Association of Firefighters Local 2167
- Duxbury Municipal Employees, AFSCME, Council 93, Local 1700, Duxbury DPW Employees
- Town of Duxbury Secretaries and Clerks, SEIU Local 888
- Duxbury Teachers Association
- Duxbury Teachers Association Instructional Assistants Unit C
- Duxbury Secretaries/Clerks Association (School)
- Local 1700, AFSCME, A.F.L.-C.I.O., Council 93 (School Custodians)

; or take any action in relation thereto.

Proposed by the Board of Selectmen/School Committee

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: *Board of Selectmen Vote – Available at Town Meeting*
Finance Committee Vote – Available at Town Meeting

ARTICLE 4 – REPLACE HARBORMASTER PICKUP TRUCK

To see if the Town will transfer from available funds a sum of money to purchase and equip a replacement pickup truck for the Harbormaster Department, or take any action in relation thereto.

Proposed by the Finance Department

Explanation: This truck is a front line patrol vehicle used extensively by the Harbormaster’s Department. In mid-July it was declared totaled by the insurance company after an accident. This truck is a 2011 model and was scheduled to be part of the Harbormaster’s 2019 Capital Replacement Request list.

Recommendations: *Board of Selectmen Voted 3-0 to Recommend*
Finance Committee Voted 7-0 to Recommend

ARTICLE 5 –POWDER POINT BRIDGE CAPITAL PROJECT FUNDING

To see if the Town will transfer from available funds a sum of money to be transferred to the Powder Point Bridge Capital Project Fund to pay down outstanding temporary debt, or take any action in relation thereto.

Proposed by the Finance Department

Explanation: This transfer will pay-off the remainder of the Bond Anticipation Notes used to fund the project. Paying this off with available funds will avoid any additional unnecessary borrowing costs.

Recommendations: *Board of Selectmen Voted 3-0 to Recommend
Finance Committee Voted 7-0 to Recommend*

ARTICLE 6 – MS/HS CAPITAL PROJECT FUNDING

To see if the Town will transfer from available funds a sum of money to be transferred to the Middle School/High School Construction Capital Project Fund to pay down outstanding temporary debt, or take any action in relation thereto.

Proposed by the Finance Department

Explanation: This transfer will pay-off the remainder of the Bond Anticipation Notes used to fund the project. Paying this off with available funds will avoid any additional unnecessary borrowing costs.

Recommendations: *Board of Selectmen Voted 3-0 to Recommend
Finance Committee Voted 7-0 to Recommend*

ARTICLE 7 – SPECIAL EDUCATION RESERVE FUND

To see if the Town will transfer from available funds a sum of money to fund the Special Education Reserve Fund; or take any other action in relation thereto.

Proposed by the School Business Manager and Finance Director

Explanation: It is important for the school system to have a Special Education Reserve Fund because it will let us budget for any unanticipated costs related to Special Education. The expenses that would be paid with this Special Education Reserve Fund would only be special educational expenses for example, out-of-district tuition or transportation and other related special education cost.

Recommendations: *Board of Selectmen Voted 3-0 to Recommend
Finance Committee Voted 7-0 to Recommend*

ARTICLE 8 – PENSION RESERVE FUND

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

Proposed by the Finance Department

Explanation: The purpose of this article is to fund the Town’s municipal pension reserve fund. It has been the practice of the Town over the last several years to transfer funds from the Pension Reserve Fund to the General Fund to offset increases in the Town’s Contributory Pension Assessment to Plymouth County. Since FY 2006, the fund has provided over \$1,020,000 to the General Fund. These are monies that would otherwise have to be found within the Tax Levy. Although financial markets have begun to improve in recent years, we need to continue to replenish this valuable reserve in order to support future funding. The balance in the fund as of December 31, 2017, is \$1,127,174.01. Approval of this transfer from Free Cash will continue the replenishing the fund, thereby providing higher earnings potential.

Recommendations: *Board of Selectmen Voted 3-0 to Recommend
Finance Committee Voted 6-0-1 to Recommend*

ARTICLE 9 – 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 Department

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 insurance and dental, 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 2018 is approximately \$1,158,000. Through various health plan changes coupled with increased funding, our Actuarial Accrued Liability is \$39,791,366.00. In order to control this liability, the Town’s actuary has recommended a minimum annual contribution of \$300,000. We must make every effort to fund this liability. Through December 31, 2017, the balance in the fund has reached \$1,832,586.39. The transfer of \$300,000 from Free Cash is an important step in recognizing our obligation.

Recommendations: *Board of Selectmen Voted 3-0 to Recommend
Finance Committee Voted 7-0 to Recommend*

ARTICLE 10 – 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 Department

Explanation: It has been the practice of the Town over the last several years to transfer available funds into the Stabilization Fund. In FY 2007, the balance in the Stabilization Fund was \$680,427. At the same time, Duxbury had a Standard & Poor's rating of AA and a Moody's Rating of AA2. As of December 31, 2017, the balance is \$3,647,403.20. 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 FY 2018, this will provide an end-of-year balance exceeding \$3,400,000. This amount will equal slightly more than 5.37% of the Town's operating budget net of debt. Approval of this transfer in the amount of \$100,000 from Free Cash will 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: *Board of Selectmen Voted 3-0 to Recommend*
Finance Committee Voted 7-0 to Recommend

ARTICLE 11 - 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

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 current balance in the fund as of December 31, 2017 is \$217,444.55. With funding of \$75,000 from Free Cash requested for this article, such payouts would not come from the individual departmental budgets. This would also mitigate future Special Town Meeting action to make individual budgets whole.


Recommendations: *Board of Selectmen Voted 3-0 to Recommend*
Finance Committee Voted 6-0-1 to Recommend

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 of the Town of Duxbury General Bylaws, and by publishing a copy of this Warrant in a Plymouth County Newspaper, as prescribed by Article 2, Section 2.3 of the Duxbury By-Laws, at least fourteen (14) days before the time of holding said Meeting.

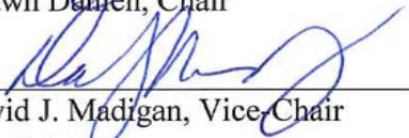
Hereof fail not and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of this meeting.

Given under our hands this 12th day of February, 2018.

BOARD OF SELECTMEN



Shawn Dahlen, Chair



David J. Madigan, Vice-Chair



Theodore J. Flynn, Clerk

Plymouth SS:

February 21 2018, 2018

Pursuant to the warrant I have this day notified and warned the inhabitants of the Town of Duxbury, herein described, to meet at the time and place and for the purposes as prescribed by the bylaws of the Town.

A TRUE COPY ATTESTED



CONSTABLE OF DUXBURY