

TOWN OF DUXBURY

ANNUAL TOWN MEETING WARRANT

SATURDAY, MARCH 11, 2023, AT 9:00 A.M.

DUXBURY SCHOOLS PERFORMING ARTS CENTER

73 ALDEN STREET, DUXBURY, MA 02332



ANNUAL TOWN ELECTION

SATURDAY, MARCH 25, 2023

8:00 a.m. to 8:00 p.m.

Precincts 1 – 6

Lt. Timothy Steele Athletic Building

130 Saint George Street, Duxbury, MA

***ANNOUNCEMENT FROM THE
MUNICIPAL COMMISSION ON DISABILITY***

The Annual Town Meeting will take place in the Duxbury Schools Performing Arts Center, 73 Alden Street, Duxbury, MA, on March 11, 2023. This location will be equipped with an assistive listening system. The system amplifies the sound and transmits to a personal assistive listening device. You can control the volume. To borrow a receiver, please stop by the designated table at Town Meeting to sign out a device. When you are through for the day, please return the receiver to the sign-out table, as they are in limited supply. This is a program of your Municipal Commission on Disability to make the Town Meetings more accessible to all.

**ANNUAL TOWN MEETING WARRANT
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Terms Used in Municipal Finance

Talent Bank Form

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF DUXBURY - TOWN MEETING
WARRANT**

Saturday, March 11, 2023

at

9:00 a.m.

**Duxbury Schools Performing Arts Center
73 Alden Street, Duxbury, MA**

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 ELEVENTH day of MARCH, 2023 next, at 9:00 o'clock in the forenoon for the transaction of any business that may legally come before said meeting:

ARTICLE 1 – ELECTION OF OFFICERS, ETC.

To bring in their votes for the following offices:

- Two Selectboard Members for a term of three (3) years
- One Assessor for a term of three (3) years
- Two School Committee members for a term of three (3) years
- Two Planning Board members for a term of five (5) years
- Two Library Trustees for a term of three (3) years
- One Duxbury Housing Authority member for a term of five (5) years
- One Duxbury Housing Authority member for an unexpired term of four (4) years

; and on the following questions:

Question 1
Debt Exclusion - Community Preservation Act

Shall the Town of Duxbury amend its acceptance of Sections 3 to 7, inclusive of Chapter 44B of the General Laws, otherwise known as the Community Preservation Act, as approved by its legislative body, from 1% to 3% as voted by the October 17, 2022 Special Town Meeting?

Yes ____ No _____

Question 2
Debt Exclusion – Seawall-Related Beach Nourishment

Shall the Town of Duxbury be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued for the design, permitting, construction, reconstruction, repair and/or support of the Seawall-Related Duxbury Beach Nourishment Project and any and all costs incidental or related thereto?

Yes _____ No ____

Question 3
Debt Exclusion – Seawall Construction

Shall the Town of Duxbury be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued for the engineering, design, permitting and construction of the Duxbury Beach Seawall and any and all costs incidental or related thereto?

Yes ____ No _____

; and for any other matters that may be brought forward to the voters on the Town Ballot, or take any action in relation thereto.

Proposed by the Selectboard

ARTICLE 2 – REPORTS

To receive the reports of Town Officials, Boards, Committees, and Commissions, or take any action in relation thereto.

Proposed by the Selectboard

Recommendations: *Selectboard Voted – 5-0 to Recommend*
Finance Committee Voted – 8-0 to Recommend

ARTICLE 3 – COMPENSATION OF ELECTED OFFICIALS

To see what action the Town will take with regard to fixing the compensation of the elected Town Officers for the twelve-month period beginning July 1, 2023, in accordance with M.G.L. Chapter 41, Section 108, or take any action in relation thereto.

Proposed by the Selectboard

	Appropriated FY23	Requested FY24	Selectboard Recommended FY24	Finance Committee Recommended FY24
Moderator	\$40	\$40	\$40	\$40
Selectboard				
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
Member	\$1,500	* \$1,500	* \$1,500	\$1,500
Member	\$1,500	* \$1,500	* \$1,500	\$1,500
Assessors				
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
Town Clerk	\$86,000	\$90,065	\$90,065	\$90,065
TOTAL	\$99,040	\$103,105	\$103,105	\$103,105

* = *The Selectboard takes no position on these items.*

Explanation: This article sets the salary limits for the elected officials. Article 5 funds the salaries.

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

ARTICLE 4 – FUNDING OF SALARIES

To see if the Town will approve a compensation plan, pursuant to the provisions of M.G.L. Chapter 41, Section 108A and the Personnel By-law, for Fiscal Year 2024 for all employees of the Town other than those positions filled by election, under the direction and control of the School Committee, or subject to a collective bargaining agreement executed pursuant to M.G.L. Chapter 150E, and raise and appropriate, and/or transfer from available funds, such sums of money as are necessary to implement the Town of Duxbury Personnel Policies, and provide funding for any other salary or compensation not addressed by the Personnel Policies as shown in the following tables, with text to be inserted shown in bold underline and text to be deleted shown in strikethrough (such markings for illustrative purposes only):

(Please see the proposed FY 2024 Pay Schedule on the following pages.)

Please note:

FSLA Status: Ex. = Exempt; NE = Not Eligible

* Salaries are based on 40 hours per week

#	Position Title	FSLA Status	New Grade	Proposed FY24 Pay Range	
<i>Effective July 1, 2023</i>					
1	Town Manager	Ex.	Contract		
2	Fire Chief/Emergency Mgmt. Director	Ex.	Contract		
3	Police Chief	Ex.	Contract		
				Min. Salary*	Max. Salary*
4	DPW Director	Ex.	15	\$109,413	\$153,178
5	Human Resources Director	Ex.		\$111,601	\$156,242
6	Finance Director	Ex.			
7	Chief Technology Officer	Ex.			
8	Deputy Fire Chief	Ex.			
9	Deputy Police Chief	Ex.			
10	Regional Public Safety Dispatch Director	Ex.			
11	Facilities Director	Ex.			
				Min. Salary*	Max. Salary*
				\$97,256	\$136,158
12	Recreation Director	Ex.	14	\$99,201	\$138,881
13	Harbormaster	Ex.			
14	Library Director	Ex.			
15	Director of Municipal Services	Ex.			
16	COA Director	Ex.			
				Min. Sal.*	Max. Sal.*
				\$86,450	\$121,030
17	Public Safety Dispatch Deputy Director	Ex.	13	\$88,179	\$123,451
18	Water & Sewer Superintendent	Ex.			
				Min. Sal.*	Max. Sal.*
				\$76,844	\$107,582
19	Conservation Administrator	Ex.	12	\$78,381	\$109,734
20	Director of Assessing	Ex.			
21	Planning Director	Ex.			
22	Town Accountant	Ex.			
23	Town Clerk	Ex.			
24	DPW Operations Manager	Ex.			
25	Treasurer/Collector	Ex.			

#	Position Title	FSLA Status	New Grade	Proposed FY24 Pay Range	
				Min. Salary*	Max. Salary*
				\$72,155	\$93,802
26	Assistant Human Resources Director	Ex.	11	<u>\$73,598</u>	<u>\$95,678</u>
27	Assistant Recreation Director	Ex.			
28	Executive Officer - Harbormaster	Ex.			
29	Library Division Head	Ex.			
30	Cemetery/Crematory Manager	Ex.			
31	Assistant Director COA	Ex.			
32	Health Agent	Ex.			
				Min. Salary*	Max. Salary*
				\$68,719	\$89,335
33	Land and Natural Resources Manager	Ex.	10	<u>\$70,093</u>	<u>\$91,122</u>
34	Beach Operations Administrator	Ex.			
				Min./Hour	Max./Hour
				\$31.46	\$40.90
35	Assistant Treasurer/Collector	NE	9	<u>\$32.09</u>	<u>\$41.72</u>
36	Assistant Assessor	Ex.			
37	Assistant Town Clerk	NE			
38	Community Services Manager COA	Ex.			
39	Local Building & Code Enforce. Inspector	NE			
40	Board of Health Inspector	NE			
				Min./Hour	Max./Hour
				\$29.97	\$38.96
41	Aquatic Supervisor	Ex.	8	<u>\$30.57</u>	<u>\$39.74</u>
42	Social Day Manager - COA	Ex.			
43	Volunteer Manager - COA	NE			
44	Animal Control Officer	Ex.			
45	Assistant Collector	NE			
46	Assistant Town Accountant	Ex.			
47	Assistant Treasurer	NE			
48	Executive Assistant to Town Manager	Ex.			

#	Position Title	FSLA Status	New Grade	Proposed FY24 Pay Range	
				Min./Hour	Max./Hour
				\$28.54	\$37.10
49	DPW Office Manager	Ex.	7	\$29.11	\$37.84
50	Office Manager -- Municipal Services	NE			
51	Executive Assistant to Fire Chief / Director	NE			
52	Executive Assistant to Police Chief	NE			
53	Building Inspector	NE			
54	Electrical Inspector	NE			
55	Plumbing-Gas Inspector	NE			
56	Human Resources Manager	Ex.			
57	HVAC Technician	NE			
58	IT Support Technician	Ex.			
				Min./Hour	Max./Hour
				\$27.18	\$35.33
59	Aquatic Manager	Ex.	6	\$27.72	\$36.04
60	Media Manager - COA	NE			
61	Food Service Manager - COA	NE			
62	Finance Manager - COA	NE			
63	Front Office Manager - COA	NE			
64	Home Delivered Meals Manager - COA	NE			
65	Public Health Nurse	NE			
66	Budget Analyst	Ex.			
				Min./Hour	Max./Hour
				\$25.89	\$33.65
67	Assistant Animal Control Officer	NE	5	\$26.41	\$34.32
68	Benefits Specialist	NE			
69	Payroll Specialist	NE			
70	Community Services Coordinator - COA	NE			
71	Veteran's Services Officer	Ex.			

#	Position Title	FSLA Status	New Grade	Proposed FY24 Pay Range	
				Min./Hour	Max./Hour
				\$24.98	\$32.47
72	Call Firefighter (2 hour minimum per call)	NE	4	\$25.48	\$33.12
73	Librarian Intermittent	NE			
74	Program Coordinator Admin - COA	NE			
75	Program Coordinator - COA	NE			
76	Alternate Inspector (Bldg., Elec., Plumbing/Gas)	NE			
77	Assistant to the Prosecutor	NE			
				Min./Hour	Max./Hour
				\$23.23	\$30.21
78	Food Service Assistant - COA	NE	3	\$23.69	\$30.81
79	Transportation Coordinator - COA	NE			
80	Principal Assistant - BOH	NE			
81	Principal Assistant - Conservation	NE			
82	Principal Assistant - Fire	NE			
83	Principal Assistant - Library	NE			
84	Principal Assistant - Municipal Serv.	NE			
85	Principal Assistant - Planning	NE			
86	Principal Assistant - Recreation	NE			
87	Principal Assistant - TM & BOS	NE			
88	Principal Assistant - ZBA & BOH	NE			
89	<u>Principal Assistant – ROCCC</u>	NE			
90	Social Day Program Assistant - COA	NE			
91	Library Associate – Intermittent	NE			
9192	Land Management Assistant	NE			
				Min./Hour	Max./Hour
				\$21.61	\$28.10
9293	Principal Bookkeeper, Collector	NE	2	\$22.04	\$28.66
9394	Administrative Assistant - Cemetery	NE			
9495	Administrative Assistant - Harbor	NE			
9596	Administrative Assistant - Assessing	NE			
9697	Principal Bookkeeper - Treasurer	NE			
9798	Principal Bookkeeper - Accounts Payable	NE			
9899	Administrative Assistant - DPW	NE			
99100	Administrative Assistant - Water	NE			
				Min./Hour	Max./Hour
				\$20.11	\$26.14
100101	Bus Driver - COA	NE	1	\$20.51	\$26.66
101102	<u>Library Associate - Intermittent</u>	NE			

Compensation Schedule A			
	Classification	Pay Rate	
1	Clerical Assistance for Town Committees and Boards (non-union positions only)	Appropriate rate as determined by Town Manager	
2	Clerk, Registrar of Voters	Pursuant to M.G.L. Chapter 41, Section 19G	
3	Election Warden	\$15.00	per hour
4	Election Worker	\$15.00	per hour
5	Inspector of Animals	\$900.00	per year
6	Juvenile Officer	\$150.00	per year
7	Lockup Keeper	None	
8	Police Matron	\$15.00	per hour
9	Registrar of Voters	\$100.00	per year
10	Sealer of Weights & Measures	\$3,000.00	per year
11	Town Clock Custodian	\$200.00	per year

The classifications listed in Compensation Schedule B 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. No advertising is necessary to fill these positions. No physicals are required, except as otherwise determined by the Town Manager. These positions may be reviewed, for performance purposes, by the employee's immediate supervisor.

Compensation Schedule B			
	Classification	Hourly Min.	Hourly Max.
1	Animal Shelter Attendant	\$15.00	\$50.00
2	Beach Ranger		
3	Emergency Operations Center Specialist		
4	Harbormaster Assistant		
5	Home Delivered Meals Assistant Intermittent		
6	Instructor		
7	Kennel Attendant		
8	Lead Beach Ranger		
9	Lifeguard		
10	Part-time Public Safety Dispatcher		
11	Recreation Specialist		
12	Recreation Supervisor		
13	Temporary Short-Term Shelter Liaison		
14	Social Day Assistant Intermittent - COA		
15	Seasonal Assistant		
16	Seasonal Laborer		
17	Senior Tax Work Off		
18	Special Police Officer		
19	Swim Coach		
20	Water Safety Instructor		

The classifications listed in “Compensation Schedule B” are those 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 the Personnel Action Request Form. Positions may require the use of advertising; or take any action in relation thereto.

Proposed by the Human Resources Director/Selectboard/Town Manager

Explanation: This article establishes the compensation plan in accordance with the Personnel By-Law and Personnel Policies and provides for the funding of non-union employee cost items not included in the Operating Budget such as tuition reimbursement, and pay changes for the next fiscal year.

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

ARTICLE 5 – OPERATING BUDGET

To see if the Town will raise and appropriate, and/or transfer from available funds, such sums of money as it determines necessary for Town expenses and charges, including, without limitation of the foregoing, debt and interest, wages, salaries, Reserve Fund, and expenses for operation of the Town's departments and offices, all for the Fiscal Year beginning July 1, 2023, and ending June 30, 2024, inclusive, in accordance with the following schedule, which is incorporated by reference herein (see Article 5, FY24 Operating Budget on following pages), or take any action in relation thereto.

Proposed by the Finance Committee

Explanation: This article presents the FY 2024 Annual Budget. *(Please see the proposed FY 2024 budget on the following pages.)*

A@T.M. = Available at Town Meeting

TOWN OF DUXBURY
Operating Budget - Fiscal Year 2024

LINE #	DEPARTMENT	FY 2023 BUDGET	FY 2024 DEPT. REQ.	FY 2024 TOWN MGR	FY 2024 FIN COMM
	GENERAL GOVERNMENT				
	113 - Town Meeting				
1	Expenses	2,200	2,200	2,200	2,200
	114 – Moderator				
2	Salaries	40	40	40	40
	122 - Selectboard/Manager				
3	Salaries	297,826	296,928	296,928	296,928
4	Expenses	13,539	13,939	13,939	13,939
	129 - Historical Commission				
5	Expenses	1,000	1,000	1,000	1,000
	131 - Finance Committee				
6	Salaries	1	1	1	1
7	Expenses	210	210	210	210
	135 – Accounting				
8	Salaries	384,215	383,219	383,219	383,219
9	Expenses	12,145	12,765	12,765	12,765
	136 – Audit				
10	Expenses	52,000	52,000	52,000	52,000
	141 – Assessors				
11	Salaries	234,619	251,758	251,758	251,758
12	Expenses	26,350	57,520	57,520	57,520
	145 - Treasurer/Collector				
13	Salaries	304,107	297,355	297,355	297,355
14	Expenses	107,452	109,770	109,770	109,770

TOWN OF DUXBURY
Operating Budget - Fiscal Year 2024

LINE #	DEPARTMENT	FY 2023 BUDGET	FY 2024 DEPT. REQ.	FY 2024 TOWN MGR	FY 2024 FIN COMM
	151 - Legal Services				
15	Expenses	180,200	185,200	185,200	185,200
	152 - Human Resources				
16	Salaries	206,159	230,324	230,324	230,324
17	Expenses	37,745	43,025	43,025	43,025
	155 - Information Systems				
18	Salaries	265,000	266,029	266,029	266,029
19	Expenses	565,105	561,350	561,350	561,350
	156 - Public Television Access Services				
20	Expenses	303,475	303,475	303,475	303,475
	158 - Tax Title				
21	Expenses	7,500	7,500	7,500	7,500
	161 - Town Clerk				
22	Salaries	240,020	191,815	191,815	191,815
23	Expenses	38,195	40,495	40,495	40,495
	171 - Conservation Commission				
24	Salaries	159,842	136,589	136,589	136,589
25	Expenses	12,786	13,686	13,686	13,686
	175 - Planning Board				
26	Salaries	130,865	145,111	145,111	145,111
27	Expenses	9,400	12,205	12,205	12,205
	197 - Facilities Management				
28	Salaries	262,392	259,455	259,455	259,455
29	Expenses	178,001	209,437	209,437	209,437
	Sub-Total: General Government	4,032,389	4,084,401	4,084,401	4,084,401

TOWN OF DUXBURY
Operating Budget - Fiscal Year 2024

LINE #	DEPARTMENT	FY 2023 BUDGET	FY 2024 DEPT. REQ.	FY 2024 TOWN MGR	FY 2024 FIN COMM
	PUBLIC SAFETY				
	210 – Police				
30	Salaries	3,630,114	3,783,243	3,783,243	3,783,243
31	Expenses	314,591	364,756	364,756	364,756
	220 - Fire				
32	Salaries	3,133,224	3,286,790	3,286,790	3,286,790
33	Expenses	351,535	404,735	404,735	404,735
	241 - Municipal Services				
34	Salaries	610,251	607,890	607,890	607,890
35	Expenses	28,295	28,250	28,250	28,250
	295 - Harbor/Coastal Management				
36	Salaries	254,065	255,270	255,270	255,270
37	Expenses	39,220	50,180	50,180	50,180
	299 - Regional Dispatch				
38	Assessment	494,891	516,341	516,341	516,341
	Sub-Total: Public Safety	8,856,186	9,297,455	9,297,455	9,297,455
	PUBLIC WORKS				
	192 - Central Building Services				
39	Salaries	56,641	58,057	58,057	58,057
40	Expenses	156,375	151,575	151,575	151,575
	194 - Tarkiln Community Center				
41	Expenses	6,650	6,100	6,100	6,100

TOWN OF DUXBURY
Operating Budget - Fiscal Year 2024

LINE #	DEPARTMENT	FY 2023 BUDGET	FY 2024 DEPT. REQ.	FY 2024 TOWN MGR	FY 2024 FIN COMM
	292 - Animal Control				
42	Salaries	96,506	90,630	90,630	90,630
43	Expenses	7,250	7,420	7,420	7,420
	294 - Lands & Natural Resources				
44	Salaries	528,959	527,997	527,997	527,997
45	Expenses	51,500	54,800	54,800	54,800
	418 - Central Fuel Depot				
46	Expenses	213,500	368,500	368,500	368,500
	419 - DPW Administration				
47	Salaries	311,854	307,296	307,296	307,296
48	Expenses	83,400	79,900	79,900	79,900
	421 - Vehicle Maintenance				
49	Salaries	184,143	188,525	188,525	188,525
50	Expenses	180,500	180,500	180,500	180,500
	422 - Highway/Road Maintenance				
51	Salaries	542,486	544,193	544,193	544,193
52	Expenses	88,700	103,700	103,700	103,700
	423 - Snow and Ice				
53	Salaries	63,750	63,750	63,750	63,750
54	Expenses	138,600	141,600	141,600	141,600
	424 - Street Lights				
55	Expenses	51,000	51,000	51,000	51,000
	431 - Transfer Station				
56	Salaries	260,414	268,955	268,955	268,955
57	Expenses	831,300	749,500	749,500	749,500

TOWN OF DUXBURY
Operating Budget - Fiscal Year 2024

LINE #	DEPARTMENT	FY 2023 BUDGET	FY 2024 DEPT. REQ.	FY 2024 TOWN MGR	FY 2024 FIN COMM
	440 – Sewer				
58	Salaries	17,326	17,459	17,459	17,459
59	Expenses	243,600	260,100	260,100	260,100
	491 – Cemetery				
60	Salaries	453,864	460,696	460,696	460,696
61	Expenses	214,201	229,700	229,700	229,700
	Sub-Total: DPW	4,782,519	4,911,953	4,911,953	4,911,953
	HUMAN SERVICES				
	541 - Council on Aging				
62	Salaries	507,942	517,329	517,329	517,329
63	Expenses	136,125	149,140	149,140	149,140
	543 - Veterans Services				
64	Salaries	47,725	47,550	47,550	47,550
65	Expenses	89,950	97,435	97,435	97,435
	840 - Ply. Cty. Coop. Ext.				
66	Expenses	500	500	500	500
	Sub-Total: Human Services	782,242	811,954	811,954	811,954
	LIBRARY & RECREATION				
	610 – Library				
67	Salaries	1,017,604	1,034,074	1,034,074	1,034,074
68	Expenses	375,880	420,150	420,150	420,150
	630 – Recreation				
69	Salaries	261,280	241,012	241,012	241,012
70	Expenses	6,275	6,325	6,325	6,325

TOWN OF DUXBURY					
Operating Budget - Fiscal Year 2024					
LINE #	DEPARTMENT	FY 2023 BUDGET	FY 2024 DEPT. REQ.	FY 2024 TOWN MGR	FY 2024 FIN COMM
	631 - Percy Walker Pool				
71	Salaries	145,959	223,272	223,272	223,272
72	Expenses	134,120	146,267	146,267	146,267
	632 - North Hill Golf Course				
73	Expenses	1,500	1,500	1,500	1,500
	633 - Beach Life Guards				
74	Salaries	41,500	43,200	43,200	43,200
75	Expenses	3,000	2,800	2,800	2,800
	634 - Beach Operations				
76	Salaries	214,569	264,613	264,613	264,613
77	Expenses	56,999	65,461	65,461	65,461
	Sub-Total: Library & Recreation	2,258,686	2,448,674	2,448,674	2,448,674
	SCHOOLS				
	Duxbury Schools - Operating Budget				
78	Salaries	32,765,600	33,930,732	33,930,732	33,930,732
79	Expenses	7,279,316	7,736,270	7,736,270	7,736,270
	Sub-Total: School Direct Costs	40,044,916	41,667,002	41,667,002	41,667,002
	TOWN & SCHOOL SHARED COSTS				
	EMPLOYEE BENEFITS				
80	916 - Medicare	685,969	710,664	710,664	710,664
81	915 - Life Insurance	10,978	10,978	10,978	10,978
82	914 - Employee & Retiree Health Ins.	8,262,960	8,165,425	8,165,425	8,165,425
83	911 - Contributory Pensions	4,812,185	5,497,822	5,497,822	5,497,822

TOWN OF DUXBURY
Operating Budget - Fiscal Year 2024

LINE #	DEPARTMENT	FY 2023 BUDGET	FY 2024 DEPT. REQ.	FY 2024 TOWN MGR	FY 2024 FIN COMM
84	909 - Non-Contributory Pensions	10,000	10,000	10,000	10,000
85	945 - Workers Compensation	341,302	356,422	356,422	356,422
	Sub-Total: Employee Benefits	14,123,394	14,751,311	14,751,311	14,751,311
	OTHER SHARED COSTS				
86	945 - Fire, Liability, Insurance	653,785	682,605	682,605	682,605
87	132 - Reserve Fund	182,161	180,000	180,000	180,000
	Sub-Total: Liability Insurance/Reserve Fund	835,946	862,605	862,605	862,605
	DEBT SERVICE TOWN & SCHOOL				
88	710 - Principal Payments	5,185,001	4,970,000	4,970,000	4,970,000
89	751 - Interest on Bonded Debt	1,949,213	1,761,188	1,761,188	1,761,188
90	752 - Interest on Temporary Notes	25,000	232,600	232,600	232,600
91	753 - Bond Expense	10,000	10,000	10,000	10,000
	Sub-Total: Debt Service	7,169,214	6,973,788	6,973,788	6,973,788
	OPERATING BUDGET - R.O.C.C.C.				
	299 - Regional Dispatch				
92	Salaries	1,381,434	2,699,386	2,699,386	2,699,386
93	Expenses	106,300	596,955	596,955	596,955
	Sub-Total: R.O.C.C.C.	1,487,734	3,296,341	3,296,341	3,296,341

TOWN OF DUXBURY
Operating Budget - Fiscal Year 2024

LINE #	DEPARTMENT	FY 2023 BUDGET	FY 2024 DEPT. REQ.	FY 2024 TOWN MGR	FY 2024 FIN COMM
	OPERATING BUDGET - WATER				
	450 – Water				
94	Salaries	870,658	869,650	869,650	869,650
95	Expenses	1,181,894	1,322,382	1,322,382	1,322,382
	Sub-Total: Water Operations	2,052,552	2,192,032	2,192,032	2,192,032
	DEBT SERVICE WATER				
96	710 - Principal Payments	457,221	390,599	390,599	390,599
97	751 - Interest on Bonded Debt	119,254	95,028	95,028	95,028
98	752 - Interest on Temporary Notes	10,000	10,000	10,000	10,000
99	753 - Bond Expense	10,000	10,000	10,000	10,000
	Sub-Total: Water Debt	596,475	505,627	505,627	505,627
	TOTAL – ALL BUDGETS	87,022,253	91,803,143	91,803,143	91,803,143

ARTICLE 6 – CAPITAL BUDGET

To see if the Town will raise and appropriate, and/or transfer from available funds, or authorize borrowing or leasing, a sum or sums of money for capital projects and/or equipment, including, where appropriate, constructing, furnishing, and equipping and all other incidental and related costs, in accordance with the following capital budget schedule, which is incorporated by reference herein, and to authorize the Selectboard to enter into lease purchase agreements, or other contracts hereunder, for terms in excess of three years, and further to authorize the Board of Selectmen, acting as Water Commissioners, to impose betterments pursuant to M.G.L. Chapters 80 and 83 (see Article 6 Capital Projects Requests to follow); or take any action in relation thereto.

Proposed by the Fiscal Advisory and Finance Committees

A two-thirds vote of Town Meeting is required to approve this article if a borrowing, transfer from a stabilization account, or a lease/purchase is authorized.

Explanation: This article presents the FY 2024 Capital Budget. *(Please see the proposed FY 2024 Capital Budget on the following pages.)*

Article 6 - Capital Budget

Line #	Project Requests	Fiscal 2024 Request	Town Manager Recommendation	Fiscal Advisory Recommendation	Finance Committee Recommendation
	GENERAL GOVERNMENT				
1	Selectboard - Town Manager				
	Powder Point Bridge	300,000	300,000	300,000	300,000
	Facilities Management				
2	Senior Center HVAC Replacement	195,500	195,500	195,500	195,500
3	Reznor Units	59,074	59,074	59,074	59,074
4	Duxbury Free Library Building Repairs	20,000	20,000	20,000	20,000
5	Facilities - Alden/PAC/Chandler Roof Replacements	500,000	500,000	<i>A@T.M.</i>	<i>A@T.M.</i>
6	Facilities - Alden/PAC Boilers (Phase I)	347,000	465,000	465,000	465,000
7	Facilities - Bathroom Renovations (Phase I)	130,000	400,000	400,000	400,000
	Police				
8	(3) Patrol Fleet - SUV	211,275	211,275	211,275	211,275
9	(1) Specialty Vehicle - Motorcycle (MC-1)	54,650	27,325	27,325	27,325
	Fire				
10	Ambulance	425,000	425,000	425,000	425,000
11	Replace Command Car	68,000	68,000	68,000	68,000
12	Station Radio Remotes	35,428	35,428	35,428	35,428
13	AED Replacements	22,000	22,000	22,000	22,000
	Harbormaster				
14	Replace Truck 1	53,757	53,757	53,757	53,757
15	Replace Marine 2 and Trailer	45,250	45,250	45,250	45,250
16	Tender Float Replacement 1	23,940	23,940	23,940	23,940
17	Tender Float Replacement 2	23,940	23,940	23,940	23,940

A@T.M. = Available at Town Meeting

Article 6 - Capital Budget

Line #	Project Requests	Fiscal 2024 Request	Town Manager Recommendation	Fiscal Advisory Recommendation	Finance Committee Recommendation
	Department of Public Works				
	Lands and Natural Resources				
18	Replace Truck #27	101,503	101,503	101,503	101,503
19	Replace John Deer Tractor	77,054	77,054	77,054	77,054
	Transfer Station				
20	Replace Mack Truck T-1	192,500	192,500	192,500	192,500
21	Hooklift T 18	65,230	65,230	65,230	65,230
	Cemeteries				
22	Replace Toro Utility Cart	35,120	35,120	35,120	35,120
	Culture and Recreation				
	Recreation				
23	Repairs at Tarkiln Pickleball Courts	25,000	25,000	25,000	25,000
	Duxbury Schools				
24	Technology - DHS iMac Computer Replacement	102,635	102,635	102,635	102,635
25	Technology - District Switches	513,140	513,140	513,140	513,140
26	Steele Athletic Complex - Tennis Court Pavement	150,000	240,819	<i>A@T.M.</i>	<i>A@T.M.</i>
27	DMS/DHS Instrument Replacement	21,034	21,034	21,034	21,034
28	District Furniture Replacement	40,000	40,000	40,000	40,000
29	Chandler North & South Playground Project (Phase 1)	100,000	100,000	100,000	100,000
	Total General Fund	3,938,030	4,389,524	3,648,705	3,648,705
	WATER ENTERPRISE FUND				
30	System Rehabilitation	150,000	150,000	150,000	150,000
	Total Water Enterprise Fund	150,000	150,000	150,000	150,000
	GRAND TOTAL ALL FUNDS	4,088,030	4,448,705	3,798,705	3,798,705

A@T.M. = Available at Town Meeting

ARTICLE 7 – SMALL EQUIPMENT AND MINOR SERVICES

To see if the Town will raise and appropriate, and/or transfer from available funds, a sum of money to repair, purchase, lease, conduct studies, and/or replace departmental property and equipment for the various departments as listed herein; including, where appropriate, constructing, furnishing, and equipping, and all other incidental and related costs, and to authorize the Selectboard to enter into lease purchase agreements, or other contracts hereunder, for terms in excess of three years; or take any action in relation thereto.

Proposed by the Town Manager and Finance Director

A two-thirds vote of Town Meeting is required to approve this article if a borrowing, transfer from a stabilization account, or a lease/purchase is authorized.

Explanation: This article would provide funding for items that either do not meet the definition of capital items or the minimum \$15,000 threshold for consideration under Article 6.

(Please see the proposed Small Equipment and Minor Services budget on the following pages.)

Article 7 - Small Equipment and Minor Services				
Line #	Project Requests	Fiscal 2024 Request	Town Manager Recommendation	Finance Committee Recommendation
	Police			
1	RAD Program	5,148	5,148	5,148
2	School Safety Equipment	11,672	11,672	11,672
3	Officer Safety Equipment	10,648	10,648	10,648
	Harbormaster			
4	Dewatering Pump	1,000	1,000	1,000
5	Gangway Hoist, Equip, and Install	11,000	11,000	11,000
6	Tender	1,600	1,600	1,600
	Council on Aging			
7	Replace turf on Bocce ball court	2,468	2,468	2,468

Article 7 - Small Equipment and Minor Services

Line #	Project Requests	Fiscal 2024 Request	Town Manager Recommendation	Finance Committee Recommendation
	Library			
8	Reference Office Carpeting	883	883	883
9	Upper Stairs Carpeting	2,275	2,275	2,275
10	Lower Stairs Carpeting	2,100	2,100	2,100
	Recreation			
11	Indoor Lifeguard Stands	8,000	8,000	8,000
	GENERAL FUND TOTAL	\$56,794	\$56,794	\$56,794

ARTICLE 8 – UNION CONTRACTS

To see if the Town will raise and appropriate, and/or transfer from available funds, a sum of money to fund the cost items of the first fiscal year of collective bargaining agreements with any one or more of the following employee organizations for the fiscal year commencing July 1, 2023:

- A. Duxbury Police Union, MCOP Local 376B;
- B. Duxbury Police Commanders Association, MCOP Local 376;
- C. Duxbury Police Dispatchers Union, MCOP Local 376A;
- D. Duxbury Free Library Employees, Service Employees International Union, Local 888;
- E. Duxbury Permanent Firefighter’s Association, International Association of Firefighters Local 2167;
- F. Duxbury Municipal Employees, AFSCME, Council 93, Local 1700, Duxbury DPW Employees;

or take any action in relation thereto.

Proposed by the Selectboard

Explanation: This article will fund the cost items of the first fiscal year of collective bargaining agreements for positions in each of the contracts included in the motion made at Town Meeting.

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

ARTICLE 9 – DUXBURY BEACH LEASE

To see if the Town will raise and appropriate and/or transfer from available funds a sum of money for the purpose of leasing Duxbury Beach, being that portion of land in the Towns of Duxbury and Plymouth owned by 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 authorize the Selectboard, or its designee, to execute a lease on behalf of the Town, for a period beginning on July 1, 2023, and ending June 30, 2024, on such terms and conditions as the Selectboard deems in the best interests of the Town; or take any action in relation thereto.

Proposed by the Selectboard

A two-thirds vote of Town Meeting is required to approve this article.

Explanation: This article will fund the lease for the use of Duxbury Beach, which is owned by the Duxbury Beach Reservation, Inc. The lease period will run from July 1, 2023, to June 30, 2024, for which the annual payment will be \$1,000,000.

Recommendations: *Selectboard Voted – 5-0 to Recommend*
Finance Committee Voted – 8-0-1 to Recommend

ARTICLE 10 – FOURTH OF JULY APPROPRIATION

To see if the Town will raise and appropriate, and/or transfer from available funds, a sum of money to fund the Town of Duxbury’s Fourth of July parade, ceremony, and related activities; or take any action in relation thereto.

Proposed by the Selectboard

Explanation: This is an annual article that allocates funds to be used for Duxbury’s Fourth of July parade and celebration.

Recommendations: *Selectboard Voted – 4-0-1 to Recommend*
Finance Committee Voted 8-0 to Recommend

ARTICLE 11 – EDUCATIONAL CABLE ACCESS AND TECHNOLOGY

To see if the Town will vote to transfer a sum of money from the Receipts Reserved Cable Television PEG Access Special Revenue Fund, for the support of PEG access service and programming; or take any other action in relation thereto.

Proposed by the Duxbury Public Schools

Explanation: This recurring article is for the purpose of recording and live streaming School Committee and other school meetings, communications support, and Dragon TV equipment and support.

Recommendations: *Selectboard Voted – 5-0 to Recommend*
Finance Committee Voted – 9-0 to Recommend

ARTICLE 12 – FUNDING OF DESIGN, PERMITTING AND CONSTRUCTION OF THE SEAWALL-RELATED DUXBURY BEACH NOURISHMENT PROJECT

To see if the Town will raise and appropriate, transfer from available funds, and/or borrow a sum of money, to be expended under the direction of the Town Manager, for the design, permitting, and construction of the Seawall-Related Duxbury Beach Nourishment Project, and any and all costs incidental or related thereto, and to meet said appropriation, to authorize the Treasurer, with the approval of the Selectboard, to borrow all or a portion of such sum of money under M.G.L. Chapter 44, Sections 7 or 8 or any other enabling authority and issue bonds and notes of the Town therefor, provided, however, that the appropriation of funds hereunder shall be expressly contingent upon approval by the voters of a ballot question to exclude the amounts to pay for the bonds or notes authorized for this purpose from the provisions of Proposition 2½, so called, and, further, to authorize the Selectboard and/or its designee to apply for, accept and expend any federal and/or state grants and/or loans or other public or private funds that may be available for the project and to execute any and all documents and take all other action necessary or convenient to undertake said project.

Proposed by the Selectboard and Seawall Committee

A two-thirds vote of Town Meeting is required to approve this article if a borrowing is authorized or a transfer from a stabilization fund is made.

Explanation: Dune and beach nourishment is an important nature-based coastal resiliency action and is a key recommendation by The Woods Hole Group as part of a collaborative project with the Town of Marshfield called Building Shoreline Resiliency in Marshfield & Duxbury through Beach and Dune Nourishment. This three-phase project is nearing completion and once all permits are secured, will be ready to implement either alone or in conjunction with future seawall replacement. Beach and dune nourishment is also strongly recommended by Massachusetts Coastal Zone Management (CZM), an agency that holds permitting authority over coastal projects such as seawall development. CZM advised Duxbury to pair beach nourishment with any consideration of new seawall construction. This beach nourishment project proposes both beach and dune nourishment intended to improve storm damage protection and protection of habitat and recreation opportunities. For Duxbury, the project proposes 313,160 cubic yards of nourishment with cost estimates ranging from \$4.4 million to \$5 million. Renourishment is recommended every 3-5 years. **A ballot question related to this article will be presented to the voters for their consideration at the Annual Town Election on March 25, 2023.**

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

ARTICLE 13 – FUNDING OF ENGINEERING, DESIGN, PERMITTING AND CONSTRUCTION OF THE DUXBURY BEACH SEAWALL

To see if the Town will raise and appropriate, transfer from available funds, and/or borrow a sum of money, to be expended under the direction of the Town Manager, for the engineering, design, permitting, construction, reconstruction, repair and/or support of the Duxbury Beach Seawall, and any and all costs incidental or related thereto, and to meet said appropriation, to authorize the Treasurer, with the approval of the Selectboard, to borrow all or a portion of such sum of money under M.G.L. Chapter 44, Sections 7 or 8 or any other enabling authority and issue bonds and notes of the Town therefor, provided, however, that the appropriation of funds hereunder shall be expressly contingent upon approval by the voters of a ballot question to exclude the amounts to pay for the bonds or notes authorized for this purpose from the provisions of Proposition 2½, so called, and the Selectboard, acting pursuant to the provisions of M.G.L. Chapter 80, shall assess betterments on all properties benefited by the projects for the purposes of recovering all or a portion of the costs thereof, and, further, to authorize the Selectboard and/or its designee to apply for, accept and expend any federal and/or state grants and/or loans or other public or private funds that may be available for the projects and to execute any and all documents and take all other action necessary or convenient to undertake said projects; or take any action in relation thereto.

Proposed by the Selectboard and Seawall Committee

A two-thirds vote of Town Meeting is required to approve this article if a borrowing is authorized or a transfer from a stabilization fund is made.

Explanation: The existing Duxbury seawall extending from the Duxbury/Marshfield town line to the end of the seawall at Ocean Road South (except for 950 linear feet of seawall replaced in 2020) is proposed to be replaced by a newer, more resilient structure at an estimated 2022 cost of \$18,196,464. This is based on replacing 2,860 linear feet of seawall at a cost of \$5,784 per linear foot. Single phase replacement is recommended as multi-phase projects see costs escalate to due rebidding, mobilization and demobilization costs and inflation. The Town believes that a new, more resilient seawall structure, combined with other

coastal resiliency projects such as beach nourishment, would be a more robust means to protect valuable coastal assets. The method of funding proposed is deemed the most rational and fair means to share the burden equitably between the town-wide taxpayers and those whose property is most directly protected by the proposed seawall infrastructure. **A ballot question related to this article will be presented to the voters for their consideration at the Annual Town Election on March 25, 2023.**

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

ARTICLE 14 – PFAS MONITORING AND SAMPLING AT THE TOWN TRANSFER STATION

To see if the Town will raise and appropriate, and/or transfer from available funds a sum of money for the purpose of funding a hydrogeological evaluation, and a groundwater monitoring and sampling program related to a PFAS groundwater impacts located downgradient of the current Town Transfer Station on Mayflower Street including all incidental and related expenses such sums to be expended under the discretion of the Town Manager; or take any other action in relation thereto.

Proposed by the DPW Director and Town Manager

Explanation: The purpose of this article is to fund a PFAS hydrogeological evaluation as well as a monitoring and sampling program downgradient of the current Town Transfer Station on Mayflower Street. The project will include performing an initial PFAS source and hydrogeological evaluation upgradient of the town’s public drinking water supply wells in an effort to 1) understand the source or sources of PFAS in the aquifer and 2) the options for the mitigation of PFAS impacts within the aquifer. Hydrogeological evaluation including three-dimensional numerical groundwater modeling will be performed in order to make conclusions regarding plume migration and decision regarding flow control strategies, mitigation, or treatment for PFAS in the aquifer. As part of the PFAS source and hydrogeological evaluation, recommendations will be provided for additional groundwater monitoring well installations and sampling to further evaluate the nature and extent of PFAS impacts to the aquifer.

Recommendations: *Selectboard Voted – 5-0 to Recommend*
Finance Committee Vote – Available at Town Meeting

ARTICLE 15 - EXPENDITURE OF OPIOID SETTLEMENT FUNDS

To see if the Town will vote to appropriate from Free Cash for the funding of prevention, harm reduction, treatment and recovery programs as further detailed in the Massachusetts State Subdivision Agreement for Statewide Opioid Settlements; or take any action in relation thereto.

Proposed by the Selectboard, Town Manager and Finance Director

Explanation: The Town’s Opioid Abatement Working Group has been meeting on a monthly basis to develop a spending plan for the funds received from the Statewide Opioid Settlement. This article will allow the Town to spend abatement funds for purposes and programs outlined in the settlement agreement, including supplementing and strengthening community resources available to residents and families for substance use disorder prevention, education, harm reduction, treatment, and recovery programs.

Recommendations: *Selectboard Voted – 5-0 to Recommend*
Finance Committee Voted – 8-0 to Recommend

ARTICLE 16 - ESTABLISHMENT OF A CLIMATE ACTION PLANNING TASK FORCE

To see if the Town will vote to establish a Climate Action Planning Task Force charged with creating a Climate Action Plan, which will evaluate a wide range of greenhouse gas emission reduction strategies and which will propose measures within the Town of Duxbury to help it achieve the goals of the Commonwealth of Massachusetts’ Decarbonization Roadmap and Clean Energy and Climate Plan. Said committee will serve under the direction of the Selectboard and Town Manager and will be comprised of representatives from Town of Duxbury Departments and Committees as well as representatives from citizen interests within the Town. The evaluation and recommendation process will take place in such a manner as to attain the Commonwealth’s carbon emission reduction targets for 2030 and 2050; or take any action in relation thereto.

Proposed by the Alternative Energy Committee

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

Explanation: Establishing a Climate Action Planning Committee will help coordinate existing energy conservation and emission reduction efforts and will ensure that the Town of Duxbury considers climate change mitigation in all its decisions and activities; also, the committee can locate resources, including financial ones, which are provided by recent state and federal regulation. Many towns in the Commonwealth have already created Climate Action Plans and some are more than ten years old. “Envision Duxbury,” the Town’s Master Plan, calls for, “Goal 1: Develop a community-wide Climate Action Plan that sets the community on a path towards becoming net-zero, including buildings, transportation, and waste sectors.” The Master Plan is more than three years old. It is time to work toward that goal.

ARTICLE 17 - APPROVAL OF THE ZONING MAP UPDATE BY THE METROPOLITAN AREA PLANNING COUNCIL (MAPC)

To see if the Town will vote to adopt an amended Zoning Map entitled, “Town of Duxbury Zoning Districts (Zoning Map)” dated October 2022 as created by Metropolitan Area Planning Council, consisting of eight (8) sheets in total which is on file at the Town Clerk's office and then subsequently amend the Protective Bylaw by striking the words “Town of Duxbury, Massachusetts Zoning Map dated March 2009” and substitute in its place the words “Town of Duxbury Zoning Districts dated October 2022 (Zoning Map)” in the following Sections: Section 202.1 (Zoning Map), Section 410, Section 420 and Section 430; or take any other relative action thereto.

Submitted by the Planning Board

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

Explanation: This article is to adopt revised zoning maps prepared by Metropolitan Area Planning Council (MAPC), consultant. The Town engaged MAPC in early 2019 to update the spatial data for its base and overly zoning districts. The project placed particular focus on the town’s Wetlands Protection District (WP),

which needed to be perfected against an existing shapefile that contained variations from the original 1970s plats due to subsequent town meeting actions and better spatial data.

ARTICLE 18 - CITIZENS’ PETITION – PROPOSED ACCEPTANCE OF EVERGREEN TERRACE AS A PUBLIC WAY

To see if the Town will vote to accept as a public way the roadway known as Evergreen Terrace, which is shown on a plan of land entitled “Evergreen Terrace Definitive Subdivision Plan,” dated March 16, 2020, prepared by McKenzie Engineering Group, which plan was approved by the Duxbury Planning Board on August 3, 2020, and recorded with the Plymouth County Registry of Deeds in Plan Book 64, pages 858-868; and to authorize the Town to acquire, by gift, purchase, and/or eminent domain the fee to and/or easements in Evergreen Terrace for all purposes for which public ways are used in the Town of Duxbury and any drainage, access, utility and/or other easements relative thereto; or take any action in relation thereto.

Proposed by Citizens’ Petition

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

Explanation: In November 2022, a roadway as-built plan for Evergreen Terrace was submitted to the Planning Board for approval, which is scheduled for review on December 5, 2022. After Planning Board approval, it is anticipated the Board of Selectmen, upon petition, will vote its intention to lay out Evergreen Terrace as a public way and support this Citizen's Petition at the Annual Town Meeting on March 11, 2023. This Citizens’ Petition is necessary since warrant articles for the 2023 Annual Town Meeting must be submitted on or before December 2, 2022, and the Town’s public way layout process, is not completed. Evergreen Terrace was constructed in accordance with Massachusetts law and the Planning Board’s Rules and Regulations governing roadway construction.

ARTICLE 19 - ACCEPTANCE OF PROVISIONS OF THE MASSACHUSETTS VETERANS’ BRAVE ACT

- A. To see if the Town will vote to accept the provisions of G.L. c. 59, s5 clause Twenty-second G, to provide a statutory exemption for real estate that is the domicile of a person but is owned by a trustee, conservator, or other fiduciary for the person’s benefit, if the real estate would be eligible for exemption under Clauses 22, 22A through 22F, if the veteran owned the real estate, or take any other action in relation thereto.

- B. To see if the Town will vote to accept the provisions of G.L. c. 59, 5N to allow the Town to establish a program for qualifying veteran’s and their spouses to volunteer services to reduce their real property taxes up to the statutory limit of \$1,500, or take any other action in relation thereto.

Proposed by Veterans’ Service Officer

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

Explanation: The purpose of this article is to adopt local acceptance exemptions from real estate taxes for veterans, specifically:

- A. The adoption of G.L. c. 59, Section 5, clause Twenty-two G will provide a technical fix in the Municipal Modernization Act and extends exemptions to veterans who are not owners of their domicile because legal title is held by a trustee, conservator, or other fiduciary for their benefit.
- B. The adoption of G.L. c. 59, Section 5N allows the Town to establish a program to allow veterans or a spouse of a veteran in the case where the veteran is deceased or has a service-connected disability, to volunteer to provide services to the Town. In exchange for such volunteer services, the Town reduces the real property tax obligations of that veteran on the veteran's tax bills up to a maximum of \$1,500.

ARTICLE 20 – CITIZENS’ PETITION – PROPOSED ACCEPTANCE OF THE PROVISIONS OF M.G.L. C. 33, § 59, EFFECT OF MILITARY SERVICE ON SALARY, SENIORITY AND LEAVE ALLOWANCES OF PUBLIC EMPLOYEES

To see if the Town will vote to accept the provisions of M.G.L. c. 33, § 59, Effect of military service on salary, seniority and leave allowances of public employees as follows:

Section 59: Effect of military service on salary, seniority and leave allowances of public employees

Section 59. (a) An employee of the commonwealth in the service of the armed forces of the commonwealth or a reserve component of the armed forces of the United States shall be entitled to receive pay without loss of ordinary remuneration as a public employee during service in the uniformed services, annual training under section 60 or drills and parades under section 61, not exceeding 40 days in any federal fiscal year, and shall not lose any seniority or any accrued vacation leave, sick leave, personal leave, compensation time or earned overtime. For the purposes of this section, “uniformed services” shall have the same meaning as defined in section 13. For the purposes of this subsection, “day” shall mean any 24-hour period regardless of calendar day.

(b) An employee of the commonwealth in the service of the armed forces of the commonwealth under sections 38, 40 or 41 shall be entitled to receive pay without loss of ordinary remuneration as a public employee and shall not lose any seniority or any accrued vacation leave, sick leave, personal leave, compensation time or earned overtime during the first 30 consecutive days of any mission. Thereafter, any such ordinary remuneration shall be reduced by any amount received either from the United States or the commonwealth as base pay for military service performed during the same pay period, and there shall be no loss of any seniority or any accrued vacation leave, sick leave, personal leave, compensation time or earned overtime. National guard duty performed under Title 32 of the United States Code shall not be deemed service in the armed forces of the commonwealth under sections 38, 40 or 41 for the purposes of this section.

(c) An employee of the commonwealth in the armed forces of the commonwealth performing duty under Titles 10 or 32 of the United States Code shall be paid the regular base salary as a public employee for each pay period of such military leave of absence, reduced by any amount received either from the United States or the commonwealth as base pay for military service performed during the same pay period, and shall not lose any seniority or any accrued vacation leave, sick leave, personal leave, compensation time or earned overtime.

(d) An employee of the commonwealth in a reserve component of the armed forces of the United States who is ordered to service for more than 30 consecutive days shall be paid the regular base salary as a public employee for each pay period of such military leave of absence, reduced by any amount received either from the United States or the commonwealth as base pay for military service performed during the same pay period. No such employee shall lose any seniority or accrued vacation leave, sick leave, personal leave, compensation time or earned overtime.

(e) An employee of a county, city or town which, by vote of its county commissioners, city council or inhabitants at a town meeting, has accepted this section or similar provisions of earlier laws, shall be entitled to the benefits and protections of this section or the benefits of the accepted earlier law.

(f) For the purposes of this section, “base pay for military service” shall not include any housing, incentive, bonus, skills pay, allowance or other stipend or benefit paid to the employee for the employee's military service.

Proposed by Citizens’ Petition

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

Explanation: The intended purpose of this article is to grant employees of the Town that are in the service of the armed forces of the Commonwealth or a reserve component of the armed forces of the United States to be entitled to receive pay without loss of ordinary remuneration as a public employee during service in the uniformed services and annual training. Currently the town personal by-laws do not cover town employees eligible for protection by this general law. Pursuant to M.G.L. c. 33, § 59 paragraph (E), inhabitants at a town meeting must vote to accept this section.

ARTICLE 21 – PROPOSED NEW ALDEN LOCAL HISTORIC DISTRICT & ADDITIONS TO WINSOR & POWDER POINT LOCAL HISTORIC DISTRICTS

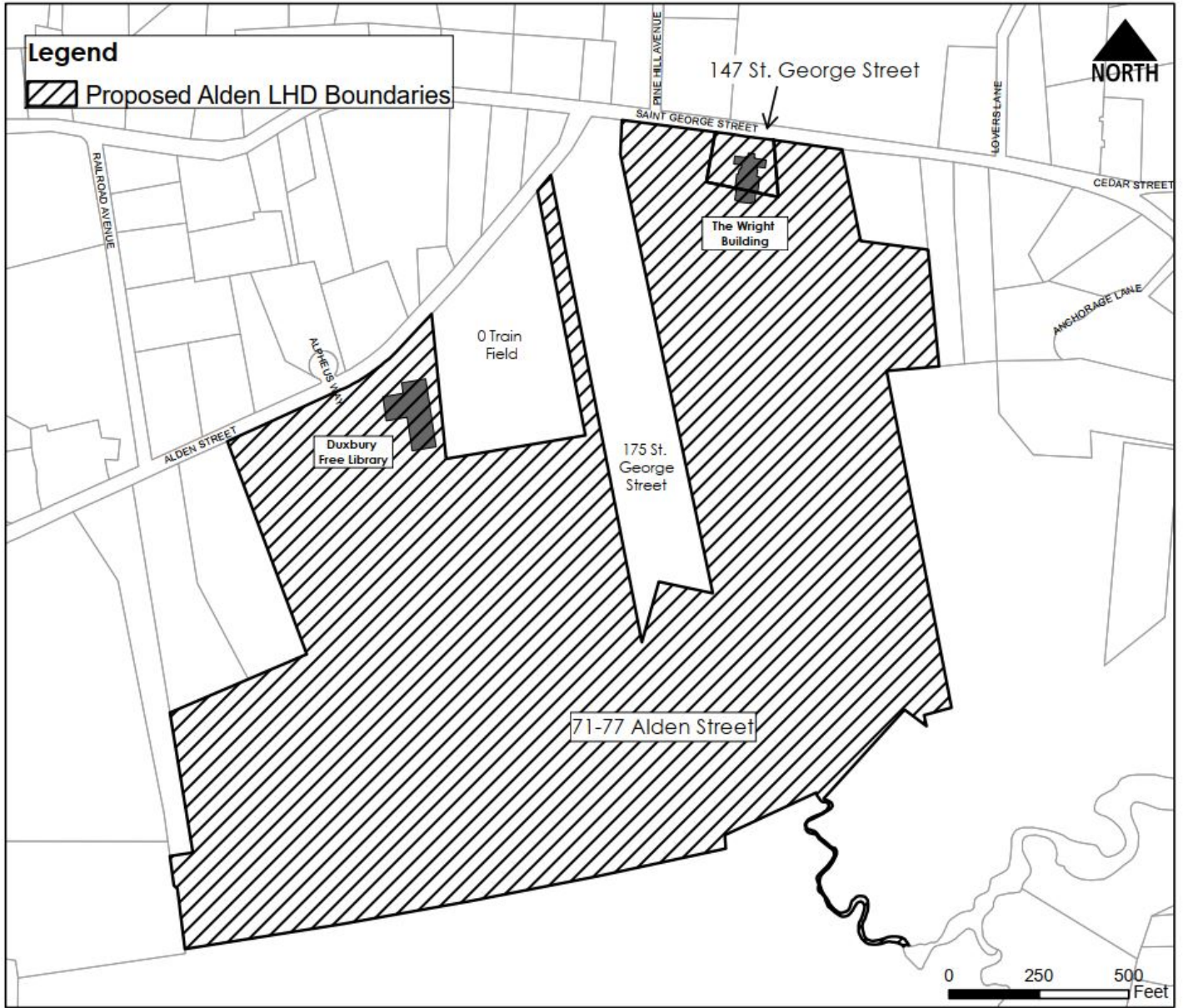
To see if the Town will create the following new local historic districts to be administered through the Duxbury General Bylaw, Chapter 12, and to update the Official Local Historic District Map of the Town of Duxbury to include these new Local Historic Districts:

	Proposed Local Historic District Name	Street Address	Owner(s) of Record as listed in the Deed or Land Court Certificate	Deed (Book/Page) or Land Court Certificate Reference	Parcel ID MBLU
1	Alden	The Wright Building, 147 St. George Street	Town of Duxbury	3374, 137	106-506-010
2	Alden	Duxbury Free Library, 71 Alden Street	Town of Duxbury	2088, 489	106-508-007
3	Winsor	645 Washington Street	Town of Duxbury	988, 321	117-503-149

4	Powder Point	30 Powder Point Avenue	Evelyn V. Moreno, Trustee of P. Robin Fox 2016 Trust	56451, 1	117-064-000
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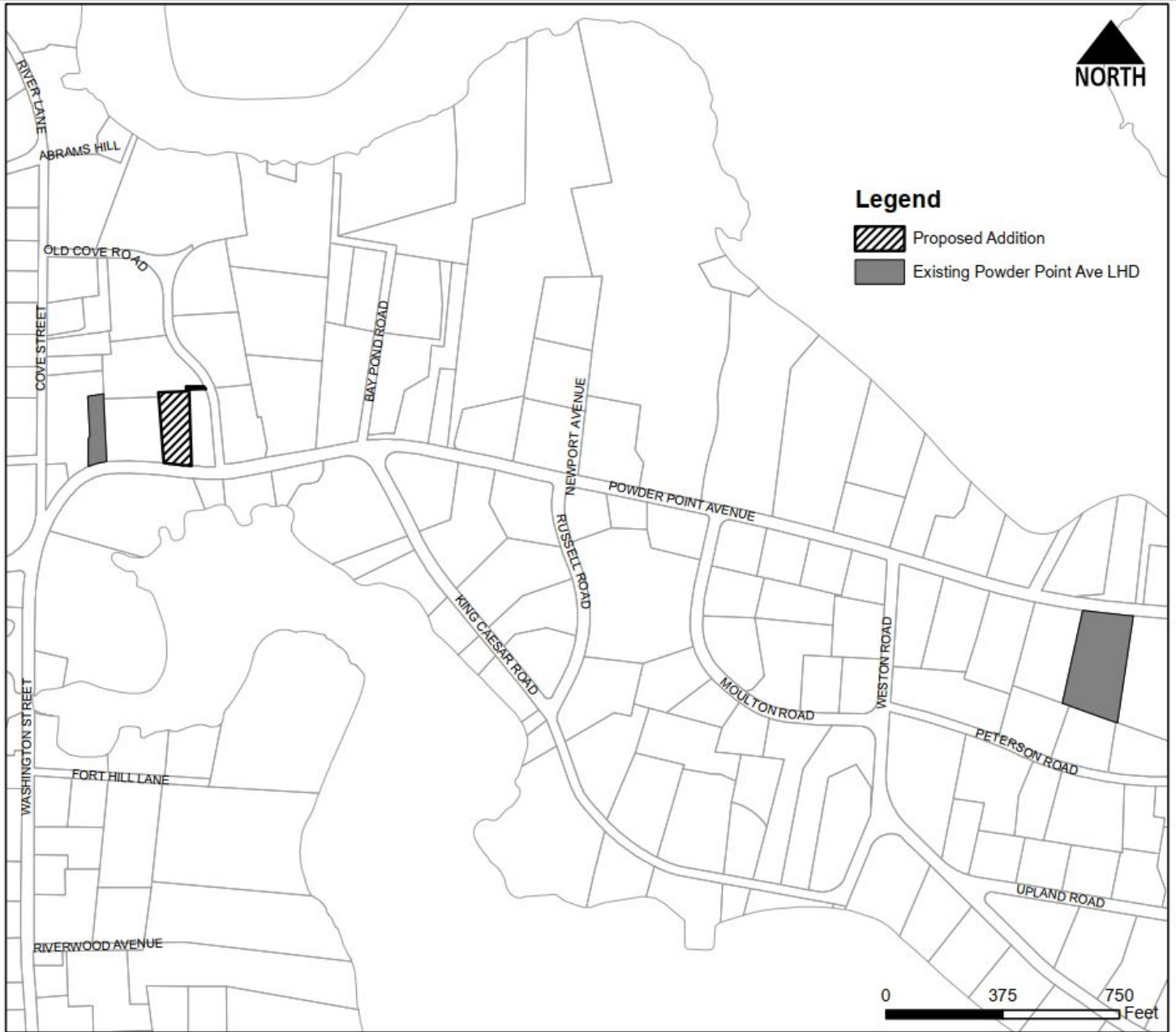
As further described in the Preliminary Study Reports entitled “Proposed New Alden Local Historic District To include Duxbury Free Library, Wright Building”, “Proposed Expansion to the Winsor District”, and “Proposed Expansion to the Powder Point District” prepared by The Duxbury Local Historic District Commission, dated November 2022; or take any other action in relation thereto.

A two-thirds vote of Town Meeting is required to approve this article.



**PROPOSED NEW ALDEN
LOCAL HISTORIC DISTRICT -
ANNUAL TOWN MEETING 2023**

Proposed District	Address	Parcel ID	Owner
Alden LHD	Duxbury Free Library - 71 Alden Street	106-508-007	Tow n of Duxbury
Alden LHD	The Wright Building - 147 St. George Street	106-506-010	Tow n of Duxbury



**ADDITION TO POWDER POINT
AVE LOCAL HISTORIC DISTRICT -
ANNUAL TOWN MEETING 2023**

Proposed District	Address	Parcel ID	Owner
Pow der Point Ave LHD	The Reuben Drew House - 30 Pow der Point Ave	117-064-000	Evelyn V. Moreno, Trustee of P. Robin Fox 2016 Trust

Proposed by the Duxbury Local Historic District Commission

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

Explanation: The Duxbury Local Historic District Commission is proposing the creation of four (4) new Local Historic District properties as described in the preceding table and map(s). The districts are each comprised of sole residences within Duxbury, whose owners have volunteered their property into this process as a mechanism to preserve the historic integrity of their homes, which in turn helps to preserve the historic fabric of Duxbury. Each district will be established and maintained per the Local Historic District Bylaw.

ARTICLE 22 – CPC OPERATING FUND

To see if the Town will, upon recommendation of the Community Preservation Committee, appropriate from the Community Preservation Fund, in accordance with M.G.L. Chapter 44B, such sums of money as it determines necessary for the expenses and charges for operation of the Community Preservation Committee, all for the Fiscal Year beginning July 1, 2023, and ending June 30, 2024, inclusive; or take any other action in relation thereto.

Proposed by the Community Preservation Committee

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

Explanation: The approval of this article provides annual funding for the administrative and operational costs of the Community Preservation Committee, which includes incidental project costs associated with the Community Preservation Committee. Under the CPA Act, up to 5% of the annual CPA funds may be spent on the operation and administrative costs of the Community Preservation Committee. It is necessary to re-authorize the appropriation on an annual basis.

ARTICLE 23 – CPC ALLOCATIONS

To see if the Town will, upon recommendation of the Community Preservation Committee, appropriate from the Community Preservation Fund a sum of money for the purpose of meeting the requirements of the Community Preservation Act, M.G.L., Chapter 44B, Section 6, to either spend or set aside for later spending not less than 10% of the Community Preservation Fund estimated annual funds for each of the categories of Open Space, Community Housing (Affordable) and Historic Resources, and to meet this appropriation, transfer a sum of money from the Community Preservation Fund(s); or take any other action in relation thereto.

Proposed by the Community Preservation Committee

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

Explanation: M.G.L., Chapter 44B, Section 6 requires that every fiscal year, upon recommendation of the Community Preservation Committee, Town Meeting shall spend, or set aside for later spending, not less than 10 per cent of the annual revenues in the Community Preservation Fund for open space, not less than 10 per cent of the annual revenues for historic resources, and not less than 10 per cent of the annual revenues for community housing. This article achieves that mandate.

ARTICLE 24 – CPC - STEELE ATHLETIC COMPLEX TENNIS COURT REPLACEMENT

To see if the Town will, upon recommendation of the Community Preservation Committee, appropriate from the Community Preservation Fund, a sum of money for the replacement of six tennis courts at the Steele Athletic Complex, including all incidental and related expenses, and further to authorize the Selectboard to enter into a grant agreement with Duxbury Public Schools on terms deemed by the Selectboard to be in the best interest of the Town, or take any action in relation thereto.

Proposed by the Duxbury Public Schools and the Community Preservation Committee

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

Explanation: This article will fund the replacement of six tennis courts at the Steele Athletic Complex.

ARTICLE 25 – CPC - CHANDLER SCHOOL FRONT PLAYGROUND REPLACEMENT

To see if the Town will, upon recommendation of the Community Preservation Committee, appropriate from the Community Preservation Fund a sum of money for the replacement of the Chandler School Front Playground, including all incidental and related expenses, and further to authorize the Selectboard to enter into a grant agreement with Duxbury Public Schools on terms deemed by the Selectboard to be in the best interest of the Town, or take any action in relation thereto.

Proposed by Duxbury Public Schools and the Community Preservation Committee

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

Explanation: This article will fund the replacement of the Chandler School Front Playground.

ARTICLE 26 – CPC - DUXBURY AFFORDABLE HOUSING TRUST LORING BOG - EAST STREET REIMBURSEMENT

To see if the Town will, upon recommendation of the Community Preservation Committee, appropriate from the Community Preservation Fund a sum of money for the purposes of transferring the same to the Duxbury Affordable Housing Trust to partially reimburse the Trust for _____ of the for approximately 37 acres of land on the Loring Bog property located on East Street, to be used for open space, agricultural, and passive recreation purposes, or take any action in relation thereto.

Proposed by the Duxbury Affordable Housing Trust and the Community Preservation Committee

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

Explanation: This article proposes to transfer funds to the Affordable House Trust Fund for a partial reimbursement of the open space portion of the Loring Bog land.

ARTICLE 27 – CPC - DAHT TEMPLE STREET REIMBURSEMENT

To see if the Town will, upon recommendation of the Community Preservation Committee, and the successful sale of the Isaac Simmons Farm, transfer funds to the Affordable Housing CPA account as full or partial reimbursement for approximately 1 acre of land on the Simmons Farm property, located 761 Temple Street, which will be included in the sale of the historic Isaac Simmons Farm, or take any action in relation thereto.

Proposed by the Duxbury Affordable Housing Trust and the Community Preservation Committee

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

Explanation: This article proposes to transfer funds, pending a successful sale of the Isaac Simmons Farm, to the Affordable Housing CPA account as full or partial reimbursement of Lot 1B which will be included in the sale of the historic Isaac Simmons Farm.

ARTICLE 28 – CPC - HOUSING TRUST TRANSFER

To see if the Town will, upon recommendation of the Community Preservation Committee, appropriate from the Community Preservation Fund a sum of money for the purpose of transferring the same to the Duxbury Affordable Housing Trust for administrative expenses, or take any action in relation thereto.

Proposed by the Duxbury Affordable Housing Trust and the Community Preservation Committee

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

Explanation: This article proposes to transfer funds to the Affordable House Trust Fund. These funds will be used by the Trust for administrative expenses.

ARTICLE 29 - CPC - REHABILITATION OF THE GIRL SCOUT HOUSE

To see if the Town will, upon recommendation of the Community Preservation Committee, appropriate from the Community Preservation Fund a sum of money to rehabilitate the exterior trefoil and a portion of the interior of the historic Girl Scout House, including all incidental and related expenses, or take any action in relation thereto.

Proposed by the Town of Duxbury and the Community Preservation Committee

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

Explanation: The Town of Duxbury proposes to rehabilitate the exterior trefoil and portions of the interior of the historic Girl Scout House. Trefoil is a term in Gothic architecture given to the ornamental foliation or cusping introduced in the heads of window-lights, tracery, and paneling, in which the center takes the form of a three-lobed leaf (formed from three partially overlapping circles). In this case, the Girl Scout logo on the front of the building.

ARTICLE 1

ANNUAL TOWN ELECTION WARRANT

Town of Duxbury, Massachusetts

Plymouth, SS.

To the Constable of the Town of Duxbury

GREETINGS:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of the town who are qualified to vote in the election, to vote at:

**Precincts 1 – 6
Lt. Timothy Steele Athletic Building
130 Saint George Street, Duxbury, MA**

On the 25th day of March, 2023, from 8:00 am to 8:00 pm for the following purpose:

To cast their votes in the Annual Town Election for the candidates for the following offices and on the following questions:

Two Selectboard Members for a term of three (3) years

One Assessor for a term of three (3) years

Two School Committee members for a term of three (3) years

Two Planning Board members for a term of five (5) years

Two Library Trustees for a term of three (3) years

One Duxbury Housing Authority member for a term of five (5) years

One Duxbury Housing Authority member for an unexpired term of four (4) years

QUESTION 1

DEBT EXCLUSION - COMMUNITY PRESERVATION ACT

Shall the Town of Duxbury amend its acceptance of Sections 3 to 7, inclusive of Chapter 44B of the General Laws, otherwise known as the Community Preservation Act, as approved by its legislative body, from 1% to 3% as voted by the October 17, 2022 Special Town Meeting?

Yes ____

No _____

QUESTION 2
DEBT EXCLUSION – SEAWALL-RELATED BEACH NOURISHMENT

Shall the Town of Duxbury be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued for the design, permitting, construction, reconstruction, repair and/or support of the Seawall-Related Duxbury Beach Nourishment Project and any and all costs incidental or related thereto?

Yes ___ No _____

QUESTION 3
DEBT EXCLUSION - SEAWALL

Shall the Town of Duxbury be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued for the engineering, design, permitting and construction of the Duxbury Beach Seawall and any and all costs incidental or related thereto?

Yes ___ No _____

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 seven (7) days before the time of holding said meeting.

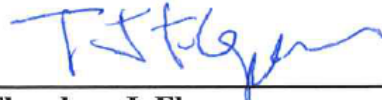
Hereof fail not and make due return of this warrant, with your doings thereon, to the Town Clerk at the time and place of this meeting.

Given under our hands this 6th day of February, 2023.

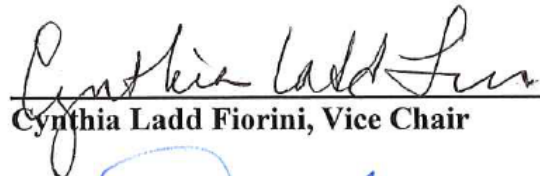
SELECTBOARD



Fernando Guitart, Chair



Theodore J. Flynn



Cynthia Ladd Fiorini, Vice Chair



Amy M. MacNab



Michael McGee, Clerk

Plymouth ss:

08 Feb, 2023

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

TERMS USED IN MUNICIPAL FINANCE

APPROPRIATION: An amount of money that has been authorized by vote of Town Meeting to be spent for a designated purpose.

AVAILABLE FUNDS: In Duxbury we use the term Available Funds when referring to the Stabilization Fund, Library funds, Cemetery funds, Free cash and continued appropriations left in Articles voted at previous Town Meetings.

OVERLAY ALSO CALLED ALLOWANCE FOR ABATEMENTS AND EXEMPTIONS: The overlay is the amount raised by the Assessors in excess of appropriations and other charges for the purpose of creating a fund to cover tax abatements granted and avoiding fractions in the tax rate.

FREE CASH (BUDGETARY FUND BALANCE): Funds remaining from the operations of the previous fiscal year which are certified by the DOR's Director of Accounts as available for appropriation.

TRANSFER: The authorization to use an appropriation for a different purpose, in most cases only the Town Meeting may authorize a transfer.

RESERVE FUND: The fund is established by the voters at an Annual Town Meeting only and is composed of an appropriation (not exceeding 5 percent of the tax levy of the preceding year). Transfers from the Reserve Fund are within the exclusive control of the Finance Committee and are for "extraordinary or unforeseen" situations, normally emergencies.

STABILIZATION FUND: An account from which amounts may be used for any lawful purpose. Money may be appropriated from the Fund only by a two-thirds vote at Town Meeting.

CHERRY SHEET: Also known as the State revenue distribution and assessment sheets. Named for the cherry-colored paper on which the State traditionally printed it, the cherry sheet carries the figures which must be used by the Assessors in county tax and state assessments, as well as the estimated tax distributions from the State General Fund, reimbursements, agency funds, the Sales and Use Taxes, lottery distribution and State Aid to Education.

Duxbury Talent Bank Form

Duxbury's excellence as a residential community is due in large part to citizen participation in government and community affairs. The Duxbury Talent Bank was established by the Selectmen and Town Moderator to register the names, interests and qualifications of Duxbury registered voters willing to volunteer to serve their community. Residents serve as volunteers on a wide variety of town boards, committees, commissions and councils listed below. They are appointed to these organizations by the Selectmen or the Moderator as vacancies occur.

The Selectmen and Moderator encourage you to register by completing this Talent Bank Form, indicating your occupation, background, areas of interest and organizations you would consider serving. Please return your completed form to: Selectboard, Duxbury Town Hall, 878 Tremont Street, Duxbury, MA 02332

Please note that Talent Bank forms are kept on file for two (2) years.

NAME: _____ E-MAIL: _____

PHONE (H) _____ (C) _____

ADDRESS: _____

OCCUPATION: _____

Date of Submittal: _____ No. of Years in Duxbury: _____

Please attach additional sheet(s) providing background information, relevant experience(s) or resume, if available.

Land Use & Conservation

- Agricultural Commission
- Alternative Energy Commission
- Community Preservation Committee
- Conservation Commission
- Design Review Board
- Duxbury Bay Management Commission
- Duxbury Beach Committee*
- Open Space Committee
- Sidewalk & Bike Path Committee
- Zoning Board of Appeals

- Cemetery Trustees*
- Council on Aging
- Cultural Council
- Duxbury Affordable Housing Trust
- Economic Advisory Committee
- Highway Safety Advisory Committee
- Historical Commission
- Local Historic District Comm.
- Municipal Comm. On Disability
- Nuclear Advisory Committee
- Shellfish Advisory Committee
- Water & Sewer Advisory Board*

Recreational Activities

- Fourth of July Committee
- Recreation Activities Committee

Finance

- Finance Committee*
- Fiscal Advisory Committee*

Government

- Board of Health

Please indicate any other areas of interest

*Appointed by Town Moderator