

**ARTICLES OF THE WARRANT, MOTIONS,  
VOTER INFORMATION, AND  
RECOMMENDATIONS  
OF THE  
FINANCE COMMITTEE**

**FOR THE  
BOURNE SPECIAL**

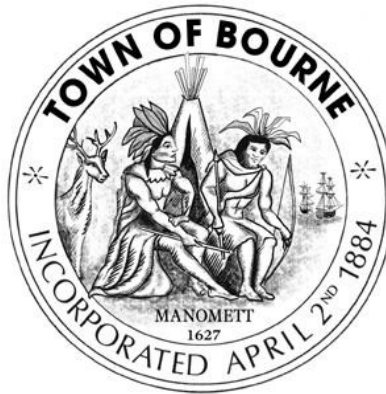
**and**

**ANNUAL TOWN MEETING**

**Monday, May 1, 2023**

**7:00 P.M.**

**Bourne High School Auditorium**



**A Voter's Handbook**

***PLEASE BRING THIS HANDBOOK TO EACH SESSION OF  
TOWN MEETING***

**VOTER HANDBOOK**  
**TABLE OF CONTENTS**

Town Meeting ABCs.....	1
Rules of the Moderator.....	4
Special Town Meeting Article Index.....	8
Articles, Motions, and Finance Committee Recommendations.....	9
Annual Town Meeting Article Index.....	24
Articles, Motions, and Finance Committee Recommendations.....	25
Appendix A – Finance Committee Report and Roll Call Votes.....	52
Appendix B – Fiscal Year 2024 Operating Budgets.....	72
Appendix C – Fiscal Year 2024 Capital Budget.....	99
Appendix D – Supporting Information.....	107
Appendix E – Bourne Rule.....	125

## **SOME ABC'S ABOUT TOWN MEETING**

### **SEATING ARRANGEMENTS**

As you face the front of the auditorium, you see on the stage various officials and resource people in the following approximate positions: In the middle is the Moderator, an elected town official who conducts the meeting. Beside to your left and behind the Moderator is the Town Clerk and staff who record the proceedings. Seated from left to right: Finance Committee; School Committee; Planning Board; Town Administrator and Select Board; and, Town Counsel, to the right of the Moderator.

### **WHO MAY VOTE?**

All registered voters of the Town of Bourne who have been checked in at the registration desks, and who display their identification tag.

### **THE QUORUM**

One hundred twenty five (125) voters present constitute a quorum required for commencing the business of Town Meeting. Once the meeting opens, the quorum drops to one hundred (100) voters.

### **THE WARRANT**

The official listing of articles compiled, publicly posted and distributed to voters at Town Meeting.

### **ARTICLES**

Articles are the individual subjects to be acted on by Town Meeting. They have been submitted by Town Boards and Departments, by the Select Board, and by private petition endorsed by ten or more registered voters (for an annual town meeting) or one hundred or more registered voters (for a special town meeting).

### **ORDER OF BUSINESS**

The Moderator determines when a quorum is present and calls the meeting to order. Following the pledge of allegiance, the Moderator reviews the basic rules under which the meeting will be conducted. Special Resolutions, if any, are presented and acted upon. With some exceptions, articles are called by lottery, discussed, and voted upon. This procedure is followed for each article until the warrant has been completed. If necessary, due to time constraints, additional meetings will be scheduled.

### **MOTIONS**

When an article reaches the floor, the Moderator will usually ask if the Finance Committee has a recommendation and a motion to offer. Town Bylaw requires the Finance Committee to review and make recommendations on all articles in the warrant. For articles presented by the Planning Board, the Moderator will ask them to present a motion and their official report. The Finance Committee will then make its recommendation for those articles. Motions not related to subjects in the warrant or to the conduct of the meeting are not permitted.

### **INDEFINITE POSTPONEMENT**

A motion to indefinitely postpone action on an article is a motion not to take positive action at this town meeting.

### **NEGATIVE RECOMMENDATIONS**

If the action recommended by the Finance Committee on an article other than zoning bylaw articles is negative, the Moderator will ask if any voter present wishes to make a positive motion. If so, the person making the motion must also be prepared to submit the motion in writing to the Moderator.

## **AMENDMENTS**

Any voter present may request to be recognized by the Moderator for purposes of offering an amendment to any motion under discussion. The motion to amend must be in writing and include the specific words to be deleted in the original motion as well as those to be substituted.

## **PARTICIPATION**

If you have a question of clarification concerning an article or motion under discussion, or wish to participate in such discussion, please do so. To be recognized by the Moderator, raise your hand or if necessary, stand in place. When recognized, step forward to the nearest microphone as quickly as possible and state your name. Speak slowly and clearly into the microphone. Be as concise and brief as possible, and by all means stick to the point at hand. Keep your remarks to 3½ minutes or less.

## **VOTING**

Generally, after appropriate motion and discussion, if any, the Moderator will call for a ballot vote using electronic keypads. The Moderator, at her discretion, may use electronic balloting for any or all votes.

## **DEFINITIONS**

For the benefit of those who may not be familiar with some of the financial terms appearing in or used in the course of considering various articles, the following much simplified definitions may be helpful.

## **CONSENT ARTICLE**

The Consent article is an exception to the general process of Town Meeting. In consultation between Town Counsel, the Moderator, the Finance Committee, and the Select Board, several articles that are usually voted separately have been combined into one article. These articles, which are related to each other, not likely to be controversial and not likely to generate debate, have been combined into one article to allow a single motion and voted as one unit. At the call of the Consent Article the Moderator will refer to each section of the article, one by one. If any voter calls out “hold” in a loud voice, that particular section is laid aside for separate consideration. After reading all of the article sections, the Moderator will entertain motion on the sections not set aside to be voted as one unit. After that vote, the meeting will consider the sections set aside and takes them up in order for discussion and possible amendment, rejection or other disposition.

## **GENERAL FUND**

The account in which general and/or undesignated revenues are deposited for use in paying the general expenses of the Town.

## **STABILIZATION FUND**

Monies appropriated by the Town to fund capital expenditures for equipment, land, or large-scale projects or for any other lawful purposes. An appropriation into the stabilization fund requires a majority vote and a 2/3 vote is required to appropriate money from the Stabilization Fund.

## **RESERVE FUND**

Monies appropriated by the Town to cover extraordinary or unforeseen expenses during the fiscal year as approved by the Finance Committee.

## **FREE CASH**

The amount of the Town’s surplus revenue over and above uncollected taxes of prior years.

## **RAISE AND APPROPRIATE**

The authority voted by the Town to raise by taxation and spend Town Funds for purposes stated in various

articles in the warrant. The dollar amount, which can be raised by taxation, is limited by the state law known as "Proposition 2-1/2". After the setting of the tax rate, no funds may be raised and appropriated by taxation at a special town meeting.

### **TAX LEVY**

The maximum amount of money that by State law may be raised through property taxes in any given year. The Tax Levy is by far the largest of a number of revenue sources for the Town, accounting for over half of the total. The maximum tax levy is limited by Proposition 2-1/2.

### **TAX RATE**

The dollar amount per \$1000 of property valuation required to collect the Tax Levy through property tax bills.

### **THE BOURNE RULE**

The "Bourne Rule" controls unlimited spending by town meeting in violation of Proposition 2-1/2. The rule, adopted at the beginning of town meeting by resolution, requires any amendment seeking funding in excess of the amount recommended by the Finance Committee to state an equal dollar reduction in another appropriation or appropriations in order to maintain all spending in balance so that the tax levy will not exceed the maximum levy limit imposed by Proposition 2-1/2.

### **RULES OF DEBATE:**

1. All debate will be conducted in a respectful and courteous manner and in a calm and collected tone.
2. All comments and inquiries will be directed to the Moderator and are specifically limited to the subject matter being debated.
3. Confine your remarks to a maximum of 3½ minutes, unless you have *prior approval* to speak longer. If you attempt to use your speech to incite the crowd, you may be removed from the auditorium by the Sgt. at Arms, at the discretion of the Moderator.
4. Speak only to the motion on the floor. Do not be repetitive. Be concise and to the point.
5. No comments of a personal nature are allowed.
6. No applause for any speaker is allowed.
7. No boos, catcalls, or similar interference with the speaker's remarks may be directed against any speaker.
8. Any person unwilling or unable to comply with these rules may, by state law, be removed from the auditorium by the Sgt. at Arms at the sole discretion of the Moderator.

Even though a crowd of persons may be booing, applauding, or engaged in other bad behavior, the Moderator may start singling out one or two persons at a time engaged in this bad behavior to be removed from the auditorium by the Sgt. at Arms. This is going to continue until all the offending conduct ceases.

## **RULES OF THE MODERATOR**

### **TOWN MEETING PROCEDURES**

1. Non-Voter Seating. At the beginning of the meeting the Moderator designates rows of seats for seating of *non-voters*.
  - 1A. Non-Voter Minor Children. With the permission of a doorkeeper, voter(s) attending town meeting with a child(ren) may be allowed to sit with their child(ren) in voter seating. That said, we respectfully request that you do not bring children under age 6 to town meeting.
2. Moderator rulings and procedure at the Town meeting are governed by Federal and Massachusetts laws, the Town Charter, Town Bylaws, and “Roberts Rules of Order” as interpreted in the book entitled Town Meeting Time.
3. The Moderator will not entertain shouted motions from the floor to Move the Question, or to challenge a quorum, or for any other purpose. Any person wishing to speak must first rise and be recognized by the Moderator. If a person has a mobility or physical disability, please notify the tellers, and the tellers will provide a portable microphone so that person can speak from their seat.
4. Individuals with hearing difficulty need to contact the Select Board’s office at town hall at least three business days prior to the town meeting so that language signers can be made available for the meeting.
5. Speakers. Before speaking, state your name clearly for the record. Speak concisely and speak to the motion on the floor. Speak only long enough to make your point. Do not repeat what prior speakers have already said. Three to five minutes should be more than enough time to make a point, if the speaker is clear and concise.
6. The Moderator will not tolerate personal attacks, cat-calling, applause, booing, heckling, or any other form of disruption during the meeting. Pursuant to Massachusetts law, any person disrupting the town meeting may be caused by the Moderator to be taken into custody and removed from the meeting by the Sergeant-at-Arms or a Constable and held until the conclusion of the meeting.
7. The meeting is now televised live by the local Comcast cable television company, and is later also re-broadcast on the local cable access channel.
8. There is a stenographer keeping an official written transcript of the meeting.
9. Voter Tags. If there is a counted, standing vote, or a secret ballot, voters must have their voter tag visible and be in a seat in the voter’s section in order to be counted. The tellers will not count anyone not seated in a seat in the voter’s section or anyone without a voter tag.

10. Fifteen (15) or more registered voters may request a secret ballot. In the event of a secret ballot, the doorkeepers will call everyone into the auditorium who wishes to vote, and then close the doors. You may leave the auditorium at any time, but you will not be allowed to return to the auditorium until the Moderator declares that vote casting is concluded, and the doorkeepers may open the doors.
11. If a voter wishes to change a motion in some fashion, the procedure is to amend the motion. All motions to amend must be in writing and must state exactly how the voter wishes to change the motion on the floor. That way, the Moderator can know exactly what it is the voter wants to do before ruling on the motion or putting it to a vote. A voter who wishes to amend a main motion must have the amendment in writing and available to hand to the Moderator before rising to offer the amendment. The Moderator may refuse to put to the Meeting an amendment which is not immediately available in writing - The Moderator also will rule out of order any motion to amend which changes the original motion so drastically that, in the Moderator's opinion, the motion is no longer within the "four corners" (the scope) of the posted warrant article. An amendment may consist of adding, deleting, or substituting words in the motion. It may take the form of a "motion to substitute", i.e., a different motion. Sometimes a speaker tries to amend "the article", but this is improper language. It is the motion on the floor, not the article in the Warrant, which is to be amended. A motion to amend requires only a majority vote, even though the main motion to be amended may require two-thirds or more for final passage. If you need assistance drafting a motion to amend, please ask for it, and the Deputy Moderator will help you.
12. Articles in the warrant seeking to amend the Bourne Zoning Bylaw or Zoning Map require special treatment. Some Moderators refuse to allow any amendment to a main motion on a zoning article. I generally will allow a motion to amend to correct a clerical matter, misspelling, or similar non-substantive change. For example, if the main motion is to increase minimum lot size from 40,000 to 50,000 square feet, a motion to amend to increase only to 45,000 square feet, will not be allowed, as it is a substantive change to the published zoning article. On the other hand, a motion to change the word "feat" (*sic*) to "feet" will generally be allowed to correct a clerical error.
13. Reconsideration – One Hour Rule. Pursuant to Bourne Town Bylaw, notice of intention to reconsider action on an article may only be given *within one hour of continuous town meeting time*. Depending on the hour the original vote is taken and officially recorded by the Town Clerk, this one hour may carry over to a subsequent session of the same town meeting in which the original vote is taken. The subsequent session of town meeting may reconvene several days after the original vote is taken.
14. Reconsideration – Vote on Prevailing Side. Because it is a matter of long time custom and practice in the Town of Bourne, the Moderator will not allow a notice of intention to reconsider or a motion to reconsider a vote except from a voter *who voted on the prevailing side of the original vote*. If "Aye" was the prevailing vote, the voter who wishes to file a notice of intention to reconsider, and/or to move reconsideration, must have voted "Aye". The Moderator will ask the voter which way they voted. The person who files a notice of intention to reconsider, and who makes the actual motion to reconsider, *need not be the same person, but both must have voted on the prevailing side*. Notice of intention to reconsider is only allowed on the main motion. A vote to reconsider an amendment must be made *before the next vote is taken*. A

notice of intention to reconsider is not allowed for an amendment to the main motion.

15. It is solely within the discretion of the Moderator to allow non-voters to address the town meeting. It has been a matter of long time custom and practice in Bourne that the Moderator will generally allow non-voters to address the town meeting.
16. A town meeting is a public meeting. There are no expectations of privacy at a public meeting. A transcript of the meeting is kept. The meeting is televised live and also video-taped by the Comcast local cable access channel for later re-broadcast on that cable channel. Press photographers are present taking photographs, including photographs of standing, counted votes. The Moderator does not allow still or motion photography *at the ballot boxes* of voter's casting their votes during a secret ballot.
17. In order to maintain the continuity of a session of a town meeting, if the Moderator needs a brief break, the Moderator may state that the Deputy Moderator, "has the gavel" for the short time the Moderator is absent from the podium, but still present in the building. There is no need to elect a Temporary Moderator unless the duly elected Moderator is actually absent from the building for an extended period of time. If the Moderator cannot attend a town meeting, or has to leave a town meeting due to illness, for example, the town clerk (or Select Board chairman, if the town clerk is absent or unable) will hold an election for a Temporary Moderator to run the town meeting.
18. Persons running for public office, and their supporters, persons distributing literature promoting pro or con action on a warrant article or other matter of public interest, and persons soliciting signatures for candidates or for membership in a political group or organization, must remain not less than 50 feet from any entrance of the meeting location, except when they themselves are entering the town meeting for the purpose of attending the town meeting, or when they are actually in attendance at the town meeting.
19. If the Moderator determines that an article in the warrant is seeking a sense of the meeting on a matter of a celebratory nature, or not involving the Town of Bourne directly, the Moderator will treat the article as a non-binding resolution. As such, one person will be allowed five minutes to speak in favor of the resolution, and one person the same amount of time to speak in opposition to the resolution. The motion will then be put to a vote without further discussion. If, on the other hand, the article is seeking a sense of the meeting on a matter directly involving the Town of Bourne, the Moderator will still treat it as a non-binding resolution, but they *may* allow normal debate on the substance of the article.
20. Except with advance approval from the Moderator in the case of special presentations associated with the subject matter of an article, speakers shall confine their remarks to no more than 3 ½ minutes. Generally, 3 ½ minutes is more than sufficient time to make a point or state a position. Be concise. Speak only to the motion on the floor.
21. Town Counsel. Opinions of Town Counsel are reserved for the benefit of elected and appointed municipal officials. Please do not ask for an opinion of Town Counsel unless you are an elected or appointed Bourne official with an interest in the opinion. Even then, it is up to Town Counsel to determine if they wish to render an "off-the-cuff" opinion without the benefit of more detailed research and reflection.

22. All questions must be directed through the Moderator. You will not be allowed to engage in a back and forth dialogue with one particular official. Whenever possible, try to get your specific questions answered prior to town meeting. Town meeting should be for debate and not for questions and answers.
23. Presentations. If a speaker wants to use a PowerPoint®, videotape, slide, or similar presentation requiring lowering the screen on the stage, the proposed presentation must be in the hands of the Moderator for her review no less than 72 business hours prior to the town meeting, or the Moderator may not allow the presentation.
24. Please put your cell phones and pagers on vibrate or some other silent alarm, so as not to disturb the proceedings.
25. Question a Ruling or Vote. Seven (7) or more registered voters may question a ruling or a vote declaration of the Moderator. The question must be raised immediately and before the next action or the next article. For example, if the Moderator on a voice vote on the main motion declares “the ayes have it, the motion passes”, that ruling must be questioned before the next article is drawn by the Town Clerk and the article number announced by the Moderator. If an amendment is declared as passed on a voice vote, this declaration must be questioned before the next speaker. If a voice vote declaration is questioned, the Moderator will generally ask the tellers to take a standing counted vote.
26. Lobby Displays. No person shall erect or maintain a table or a display in without approval from the Moderator obtained at least 48 hours prior to the town meeting. No display may interfere with the free passage of voters to and from the registration table and the entrance to the meeting location. The Moderator reserves the right to decline to approve any display that they deem to be too large. Also, the size of the lobby limits the total number of displays, from three to five in most cases. The doorkeepers, as agents of the Moderator and town clerk, may require relocation of displays in the lobby if the displays are interfering with the free flow of foot traffic.

Thank you for attending Town Meeting!

Amy B. Kullar  
Town Meeting Moderator

**ARTICLE INDEX**  
**Special Town Meeting**  
**May 1, 2023**

<b><u>Article 1.</u></b> <i>Update Bylaws to Select Board.....</i>	9
<b><u>Article 2.</u></b> <i>Transfer Opioid Settlement Funds.....</i>	10
<b><u>Article 3.</u></b> <i>FY23 Capital Outlay (Phase 2).....</i>	11
<b><u>Article 4.</u></b> <i>CPA – Chamber Information Booth.....</i>	12
<b><u>Article 5.</u></b> <i>CPA – Keene House.....</i>	13
<b><u>Article 6.</u></b> <i>Additional Bike Rack Funding.....</i>	14
<b><u>Article 7.</u></b> <i>Repeal Bylaw – Marijuana Establishments Ban, by Petition.....</i>	15
<b><u>Article 8.</u></b> <i>Marijuana Zoning Bylaw, by Petition.....</i>	16

## **Special Town Meeting**

**ARTICLE 1:** To see if the Town will vote to amend the Town of Bourne Bylaws by deleting all references to “Board of Selectmen” and all such similar references and replacing the same with “Select Board” or other similarly appropriate text, or take any other action in relation thereto.

***Sponsor – Select Board***

***MOTION:*** *We move that the Town vote amend the Town of Bourne Bylaws:*

*(1) strike the text “Board of Selectmen”, irrespective of capitalization, wherever it may appear and replace said text with the text “Select Board”; and, further,*

*(2) strike the text “Selectmen”, irrespective of capitalization, wherever it may appear and replace said text with “Select Board members”; and, further,*

*(3) strike the text “Selectmen’s”, irrespective of capitalization, wherever it may appear and replace said text with “Select Board members”; and*

*provided, further, that no textual revision shall be made to the sections appearing at the end of said Bylaws entitled “Acts of the Legislature Accepted by the Town” and “Special Legislation”.*

**Vote Required:** Simple Majority

### **EXPLANATION**

A YES or AYE vote in favor of the motion will update the text of the General Bylaws to be consistent with the newly amended Home Rule Charter and will change all references from Board of Selectmen to Select Board.

A NO or NAY vote opposed to the motion will not update the General Bylaws and all reference to Selectmen shall remain.

Finance Committee Recommendation: The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

Select Board Recommendation: The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 2:** To see if the Town will vote to raise and appropriate, transfer, or otherwise provide a sum of money for the purpose of responding to the opioid epidemic through the creation of prevention, harm reduction, treatment, and recovery programs, or take any other action in relation thereto.

***Sponsor – Select Board***

**MOTION:** *We move that the Town vote to appropriate the sum of \$167,316.77 for the purposes of this article and, to meet this appropriation, transfer the sum of \$167,316.77 from free cash.*

**Vote Required:** Simple Majority

## **EXPLANATION**

The Town of Bourne has received settlement funds in conjunction with a class action lawsuit filed against pharmaceutical companies and pharmacies in how prescription opioid drugs were distributed and contributed to an addiction epidemic among Massachusetts residents. These funds may only be used to for the purpose of creating programs to reduce harm, prevent, treat and recover from substance abuse additions. The funds may not be used for any other municipal purposes.

A YES or AYE vote in favor of the motion will allow the Town to begin putting the Opioid Settlement Funds to use by creating programs for prevention and to assist those struggling with substance abuse addictions.

A NO or NAY vote opposed to the motion would not transfer the Settlement Funds out of free cash and the Town would not be able to create the necessary programs.

Finance Committee Recommendation: The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

Select Board Recommendation: The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 3:** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide a sum of money for the purpose of funding the Fiscal Year 2023 Capital Budget (Phase 2), or take any other action in relation thereto.

**Sponsor – Capital Outlay Committee and Select Board**

**MOTION:** *We move that the Town vote to appropriate \$961,820 to pay costs of the capital outlay projects listed in the schedule printed below and, to meet this appropriation, transfer the sum of \$961,820 from Free Cash.*

Capital Budget – Fiscal Year 2023 (Phase 2)					
	Department	Category	Purpose	Amount	Source
1	Police	Transportation	Replace 5 cruisers	\$391,820	Free Cash
2	Town Clerk	Equipment	Voting equipment & poll pads	\$150,000	Free Cash
3	Facilities	Planning	Library Feasibility Study	\$150,000	Free Cash
4	Facilities	Infrastructure	Library – Stabilize Front Main Wall	\$100,000	Free Cash
5	Schools	Transportation	Mini bus (2)	\$170,000	Free Cash

**Vote Required:** Simple Majority  
Designated as an Essential Article

### **EXPLANATION**

A YES or AYE vote in favor of the motion would approve the capital expenditures recommended by the Capital Outlay Committee for Phase 2 of FY23.

A NO or NAY vote opposed to the motion would mean that the capital expenditures recommended by the Capital Outlay Committee would not be funded and these needs would not be addressed in FY23.

Finance Committee Recommendation: The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

Select Board Recommendation: The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 4:** To see if the Town will vote, upon recommendation of the Community Preservation Committee, to appropriate a sum of money for Historic Preservation purposes, and to meet said appropriation, to transfer from available funds or reserves from the FY2024 estimated Community Preservation Fund Revenues a sum of money for the purposes of this article, or take any other action in relation thereto.

***Sponsor – Community Preservation Committee***

**MOTION:** *We move that the Town vote, upon the recommendation of the Community Preservation Committee, to raise and appropriate and reserve the sum of \$45,000 for the Community Preservation Fund Project listed in the Community Preservation Fund Committee report as printed below; and to meet this appropriation and reserve, transfer \$45,000 from Historic Preservation Reserves.*

Item	Sponsor	Project Description	CPA Purpose	Community Preservation Committee Recommend
A	Historical Commission	Moving the Chamber Information Booth from the Bourne Rotary	Historical Preservation	\$45,000 from Historical Preservation Reserves
			<b>TOTAL REQUESTS</b>	<b>\$45,000</b>

**Vote Required: Simple Majority**

**EXPLANATION:** Currently located at the Cumberland Farms property at the Bourne Rotary, an 8-month demolition delay was placed on the 1929 structure in January, 2023 by the Historic Commission. Since then, the VFW expressed interest in the ownership of the structure and filed a Community Preservation application to fund:

1. the relocation to a privately owned parcel located at 180 Shore Road; and
2. the necessary historical renovations needed to use the facility as a non-profit thrift shop.

**A YES or AYE** vote in favor of the motion would allow CPA funds to be used to move the structure to 180 Shore Road, and to make necessary repairs and renovations for use as a non-profit associated Thrift Shop.

**A NO or NAY** vote opposed to the motion would provide no CPA funds to relocate the structure before the Demolition Delay expires.

**Finance Committee Recommendation:** The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

**Select Board Recommendation:** The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 5:** To see if the Town will vote, upon recommendation of the Community Preservation Committee, to appropriate a sum of money for Historic Preservation purposes, and to meet said appropriation, to transfer from available funds or reserves form the FY2024 estimated Community Preservation Fund Revenues a sum of money for the purposes of this article, or take any other action in relation thereto.

**Sponsor – Community Preservation Committee**

**MOTION:** *We move that the Town vote, upon the recommendation of the Community Preservation Committee, to raise and appropriate and reserve the sum of \$250,000 for the Community Preservation Fund Project listed in the Community Preservation Fund Committee report as printed below; and to meet this appropriation and reserve, transfer \$250,000 from Historic Preservation Reserves.*

Item	Sponsor	Project Description	CPA Purpose	Community Preservation Committee Recommend
A	Bourne Historical Society, Inc.	Moving the Keene House from 9 Sandwich Road (and costs incidental and related thereto) to property currently owned by, or transferred in the future to the Bourne Historical Society, Inc.	Historical Preservation	\$250,000 from Historical Preservation Reserves
			<b>TOTAL REQUESTS</b>	<b>\$250,000</b>

**Vote Required: Simple Majority**

**EXPLANATION** With origins dating to 1690, the Keene House had a demolition delay placed by the Historical Commission to expire May 10, 2023. The Bourne Historical Society expressed interest in ownership of the structure and filed the Community Preservation application to fund:

1. Incidental and related costs to the relocation and renovations including but not limited to, project management, site work, survey, etc; and
  - a) Relocation of the structure. The preferred relocation parcel is owned by the Historical Society at Aptuxcet, however if that parcel is not viable for permanent placement of the structure, Article 20 of the Annual Town Meeting will consider the authorization to convey town owned parcel at 0 Sandwich Road to the Bourne Historical Society for the structure to be placed.

A YES or AYE vote in favor of the motion would allow CPA funds to be used to towards all costs associated with relocating the Keene House which was built in 1690 from privately owned land at 9 Sandwich Road to property currently owned (or to be owned in the future) by the Bourne Historical Society, Inc. and its preservation.

A NO or NAY vote opposed to the motion would provide no CPA funds towards the relocation or preservation of the structure.

**The Finance Committee will make a recommendation at Town Meeting.**

**Select Board Recommendation: The Select Board voted unanimously 5-0-0 to recommend approval of this article.**

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**ARTICLE 6:** To see if the Town will vote to raise and appropriate, transfer, or otherwise provide a sum of money to supplement costs related to the Bike Rack & Securing Devices Grant or take any other action in relation thereto.

***Sponsor – Select Board***

***MOTION:*** *We move that the Town vote to appropriate the sum of \$1,137 for the purposes of this article and, to meet this appropriation, transfer the sum of \$1,137 from free cash.*

**Vote Required:** Simple Majority

### **EXPLANATION**

A YES or AYE vote in favor of the motion would allow the Town to pay for the bike racks that have been installed after the grant deadline.

A NO or NAY vote opposed to the motion would not allow the Town to cover the costs that were incurred after the close of the grant.

Finance Committee Recommendation: The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

Select Board Recommendation: The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 7:** To see if the Town will vote pursuant to Section 2.3.1 of the Town of Bourne Bylaws to repeal Section 3.1.45 – Prohibition on Marijuana Establishments of the Town of Bourne Bylaws. Or to do or take any other action regarding the same.

Section 3.1.45 Prohibition on Marijuana Establishments In accordance with Massachusetts General Laws Chapter 94G, Section 3(a)(2), all types of marijuana establishments, as defined in Massachusetts General Laws Chapter 94G, Section 1 as may otherwise be defined by Massachusetts law or regulation, to include, without limitation, all marijuana cultivators, marijuana testing facilities, marijuana product manufactures, marijuana retailers, on-site consumption of marijuana at a marijuana retailer location, any other types of licensed marijuana-related businesses, and the conducting of any such activity for commercial purposes by whichever name used, shall be prohibited within the Town of Bourne. This prohibition shall not be construed to affect the medical use of marijuana as expressly authorized by provisions of Chapter 369 of the Acts of 2012 and 105 CMR 725.00, as may be amended from time to time.

***By petition – Steven Strojny***

***MOTION: We move that the Town vote to approve this article as set forth in the Warrant.***

**Vote Required: Simple Majority**

### **EXPLANATION**

A YES or AYE vote in favor of the motion would repeal the general bylaw prohibition on Marijuana Establishments in the Town of Bourne and allow Marijuana Establishments in the Town of Bourne.

A NO or NAY vote opposed to the motion would keep the prohibition on Marijuana Establishments and no non-medical Marijuana Establishments will be allowed.

**Finance Committee Recommendation: The Finance Committee voted 6-3-0 to take no action on this article.**

**The Select Board will make a recommendation at Town Meeting.**

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**ARTICLE 8:** To see if the Town will vote to amend the **Bourne Zoning Bylaw** as follows or take any other action in relation thereto:

***2/3rds Vote***

Add a new section 2250 Medical Marijuana and Marijuana Establishments after Section 2240 Accessory Scientific Uses.

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**2250. Medical Marijuana and Marijuana Establishments**

**2251. Purpose, Authority, and Intent**

- a) These provisions are enacted pursuant to the Town's authority under the Home Rule Amendment to Massachusetts Constitution. It is recognized that the nature of the substance cultivated, processed, and/or sold by Medical Marijuana and/or Marijuana Establishments may have objectionable operational characteristics and should be located in such a way as to ensure the health, safety, and general well-being of the Bourne residents, the general public, patients seeking treatment, and customers seeking to purchase marijuana for adult use. This bylaw is intended to be used in conjunction with other regulations adopted by the Town of Bourne designed to encourage appropriate land use and reasonable safeguards to govern the time, place, and manner of Marijuana Establishments. The Medical Marijuana and Marijuana Establishments bylaw is therefore necessary to advance these purposes.
- b) Subject to the provisions of this Zoning Bylaw, and must be in conformance with all State regulations and licensing requirements of the Massachusetts Cannabis Control Commission (hereinafter referred to as "State CCC"), Medical Marijuana and/or a Marijuana Establishment shall provide medical support, security, and physician oversight that meet or exceed state regulation as established by the Massachusetts Department of Public Health (DPH), and to provide retail sales of marijuana for non-medical use in a manner that meets or exceeds state regulations.

**2252. Applicability**

- a) Medical Marijuana and Marijuana Establishments shall be permitted when in compliance with the provisions of this section, all other Town of Bourne permits, license requirements, and with the proper Licensing of Medical Marijuana and/or Marijuana Establishments pursuant to MGL c. 94G, and regulations promulgated by the State CCC.
- b) The cultivation, production, processing, manufacturing, assembly, packaging, retail or wholesale sale, trade, distribution or dispensing of marijuana is prohibited unless licensed by the Massachusetts licensing agent and permitted as a Medical Marijuana and/or a Marijuana Establishment under this section.
- c) Medical Marijuana and Marijuana Establishments shall be allowed by a Site Plan Review from the Planning Board the Permit Granting Authority (PGA) in accordance with the Use Regulation Schedule in Section 2220 and the Table of Allowable Uses in the Downtown District in Section 2821 provided the facility meets the Massachusetts Cannabis Control

Commission and the requirements of this bylaw.

- d) The number of Marijuana Retailers shall be limited to a total of three (3) separate establishments within the Town of Bourne.
- e) Nothing in this bylaw is intended to regulate or prohibit uses or activities related to personal use of marijuana in accordance with MGL c. 94G.
- f) Adult use marijuana retailers may operate between the hours of 8:00 a.m. – 11:00 p.m. Monday through Saturday, and 10:00 a.m. – 9:00 p.m. on Sunday. Sales, distribution, and deliveries to and from the premises of marijuana shall not occur outside the hours of operation.
- g) Consumption of medical marijuana and adult use marijuana products at licensed marijuana establishments is prohibited.
- h) Social consumption of adult use marijuana is prohibited at patriotic, fraternal or social organization lodges or clubs, and properties used for general lodging or boarding, but not operating as a licensed marijuana social consumption operator.
- i) Patriotic, fraternal or social organizations lodges or clubs, and general lodging or boarding properties shall not offer marijuana for social consumption.

#### **2253. Application Requirements**

- a) Marijuana Establishments shall conform to Massachusetts 935 CMR 500.000 “Adult Use of Marijuana”, in addition to any requirements herein as adopted, et. seq., including any subsequent updates.
- b) The Permit Granting Authority (PGA) is the Planning Board in accordance with section 1230 of this Bylaw. In addition to the submittal requirements and review standards provided in this Bylaw, each applicant shall submit:
  - 1. Copy of a fully executed Host Community Agreement.
  - 2. Evidence of site control and right to use the site for a Medical Marijuana and/or a Marijuana Establishment in the form of a deed or valid purchase and sales agreement, or in the case of a lease, a notarized statement from the property owner and a copy of the lease agreement.
  - 3. A commitment letter from the Board of Water Commissioners in the appropriate district where the Medical Marijuana and/or Marijuana Establishment would be sited.
  - 4. A wastewater allocation commitment letter from the Board of Sewer Commissioners for proposed developments in the Downtown District.
  - 5. A map depicting all properties and land uses within the distance requirements set forth in section 2254 of the project site, whether such uses are located in Bourne.

#### **2254. Location Requirements**

- a) Buffer Zone: Medical Marijuana and/or Marijuana Establishments buffer zones shall comply with all buffer zones as stated in Massachusetts 105 CMR 725 and 935 CMR 500.
- b) In performing Site Plan Review, and taking into consideration site conditions, the Planning Board may authorize exceptions to dimensional requirements of Section 2500 including buffer zone requirements of 935 CMR 500.110. The departure must be the minimum necessary to afford relief. Only the minimum relief needed shall be granted as to provide a viable project.
- c) No Medical Marijuana and/or Marijuana Establishment shall be located in the Scenic Development District.
- d) A minimum separation of 150 feet is required between Marijuana Retailers, but not including Medical Marijuana Dispensaries. Distances shall be measured in a straight line between the nearest points of the Marijuana Retailer buildings.
- e) No use variance for medical marijuana, marijuana establishments, marijuana social consumption operation, medical marijuana dispensary, or sale of marijuana accessories is permitted.
- f) Permit Compliance: the Permit granted to the owner/operator of Medical Marijuana and/or Marijuana Establishment may transfer with a change in ownership of the business and/or property. The Planning Board, Planning Office, and Building Inspector shall be notified in writing within fourteen (14) calendar days of the permit holder business change, property change, discontinuance of use, or if the permit holder's CCC License expires, is not renewed or is terminated. Any failure to meet the requirement of this bylaw or Site Plan approval shall be grounds for revocation and will result in the immediate issuance of a cease and desist order by the Building Inspector ordering that all activities cease immediately.

#### **2255. Site Development Standards**

- a) Medical Marijuana and/or Marijuana Establishments are subject to section 1230 and shall conform to the zoning bylaw, and any other requirements herein as adopted, and any amendments thereto.
- b) All aspects of a Marijuana Establishment, Registered Marijuana Dispensary, or Off-Site Medical Marijuana Dispensary, relative to the acquisition, cultivation, possession, processing, sales, distribution, dispensing, or administration of marijuana, products containing marijuana, related supplies, or educational materials shall take place at a fixed location within a fully enclosed building.
- c) No Marijuana Establishment, Registered Marijuana Dispensary, or Off-Site Medical Marijuana Dispensary shall be located within a mobile facility.
- d) If green houses are used for cultivation curtains shall be utilized to prevent light pollution and illumination outside the greenhouse from dusk to dawn and no outside air exchange shall occur.

- e) If provided, fencing and gates shall be a maximum of 6' high, and shall be decorative style wherever viewed from a public way or abutting property. Style of fencing and gates shall be approved by the PGA. Chain link fencing is prohibited wherever visible from the public way or abutting property.
- f) Medical Marijuana and/or a Marijuana Establishment shall comply with the Parking and Loading requirements in Section 3300. For the purposes of calculating parking, retail establishments are categorized under "Office, Stores" use. Marijuana Cultivator, Marijuana Manufacturer, Marijuana Product Testing Facility are categorized under "Industrial, Wholesale, or Warehouse" use.
- g) All security measures for the building shall comply with State CCC regulations and deemed appropriate to ensure patron and community safety and deter unauthorized access to the premises.
- h) No products shall be displayed in the Marijuana Establishment's window or visible from any street or parking lot.
- i) All signage for Medical Marijuana and Marijuana Establishments must meet the requirements of section 2800 and section 3200 of this Bylaw. Any exterior sign may identify the Establishment, but shall not contain any other advertisement. The PGA may impose additional restrictions on signage as appropriate for the site, provided such regulations and restrictions do not conflict with State law or any State CCC regulation.

## **2256. Limitations**

- a) Any other type of licensed Marijuana Establishment not expressly defined as a Marijuana Cultivator, Craft Marijuana Cooperative, Marijuana Product, Manufacturer, Marijuana Retailer, Independent Testing Laboratory, Marijuana Research Facility, and Marijuana Transporter are prohibited.

## **2257. Marijuana Definitions**

For the purpose of this bylaw, the following definitions shall apply:

### **Craft Marijuana Cooperative:**

A Marijuana Cultivator comprised of residents of the Commonwealth and organized as a limited liability company, limited liability partnership, or cooperative corporation under the laws of the Commonwealth. A cooperative is licensed to cultivate, obtain, manufacture, process, package and brand cannabis or marijuana products to transport marijuana to Marijuana Establishments, but not to consumers.

### **Independent Testing Laboratory:**

A laboratory that is licensed by the Commission and is:

- (2.a) accredited to the International Organization for Standardization 17025 (ISO/IEC 17025: 2017) by a third-party accrediting body that is a signatory to the International Laboratory Accreditation Accrediting Cooperation mutual recognition arrangement or that is otherwise approved by the Commission;

- (2.b) independent financially from any Medical Marijuana Treatment Center (RMD), Marijuana Establishment or licensee for which it conducts a test; and
- (2.c) qualified to test cannabis or marijuana in compliance with 935 CMR 500.160 and M.G.L c. 94C, § 34.

**Manufacture:**

To compound, blend, extract, infuse or otherwise make or prepare a marijuana product.

**Marijuana or Marihuana:**

All parts of any plant of the genus Cannabis, not excepted below and whether growing or not; the seeds thereof; and resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture or preparation of the plant, its seeds or resin including tetrahydrocannabinol as defined in section 1 of chapter 94C of the General Laws; provided that “Marijuana” shall not include:

- i) The mature stalks of the plant, fiber produced from the stalks, oil, or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture or preparation of the mature stalks, fiber, oil, or cake made from the seeds of the plant or the sterilized seed of the plant that is incapable of germination;
- ii) Hemp; or
- iii) The weight of any other ingredient combined with marijuana to prepare topical or oral administrations, food, drink or other products.

**Marijuana Cultivator:**

An entity licensed to cultivate, process and package marijuana, and to transfer marijuana to other Marijuana Establishments, but not to consumers. A Craft Marijuana Cooperative is a type of Marijuana Cultivator.

**Marijuana Establishment:**

A Marijuana Cultivator, Craft Marijuana Cooperative, Marijuana Product Manufacturer, Marijuana Retailer, Independent Testing Laboratory, Marijuana Research Facility, Marijuana Transporter, or any other type of licensed marijuana-related business, except a medical marijuana treatment center.

**Marijuana Product Manufacturer:**

An entity licensed to obtain, manufacture, process and package cannabis or marijuana products and to transfer these products to other Marijuana Establishments, but not to consumers.

**Marijuana products:**

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

**Marijuana testing facility:**

An entity licensed to test marijuana and marijuana products, including certification for potency and the presence of contaminants.

**Marijuana Retailer:**

An entity licensed to purchase and transport cannabis or marijuana product from Marijuana Establishments and to sell or otherwise transfer this product to Marijuana Establishments and to consumers. Retailers are prohibited from delivering cannabis or marijuana products to consumers; and

from offering cannabis or marijuana products for the purposes of on-site social consumption on the premises of a Marijuana Establishment.

**Medical Marijuana Treatment Center:** also known as Registered Marijuana Dispensary as defined by 105 CMR 725.000.

**Registered Marijuana Dispensary (RMD):**

A not-for-profit entity registered under 105 CMR 725.100: Registration of Registered Marijuana Dispensaries, that acquires, cultivates, possesses, processes (including development of related products such as edible cannabis or marijuana products, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, or administers marijuana, products containing cannabis or marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers for medical use. Unless otherwise specified, RMD refers to the site(s) of dispensing, cultivation, and preparation of cannabis or marijuana for medical use.

**Off-Site Medical Marijuana Dispensary (OMMD):**

A Registered Marijuana Dispensary that is located off-site from the cultivation/processing facility (and controlled and operated by the same registered and approved not-for-profit entity which operates and affiliated RMD) but which serves only to dispense the processed marijuana, related supplies and educational materials to registered and qualifying patients or their personal caregivers in accordance with the provisions of 105 CMR 725.00.

Where not expressly defined in the Bourne Zoning Bylaw, the terms shall be interpreted as defined in G.L. c.9G, Section 1 and the regulations of the Massachusetts Cannabis Control Commission at 935 CMR 500, and otherwise by their plain language.

**2258. Severability**

If any provision of this bylaw or the application of any such provision to any person or circumstance, shall be held invalid, to the extent it can be given effect, or the application of those provisions to persons or circumstances other than those to which it is held invalid, shall not be affected thereby, and to this end the provisions of this bylaw are severable. If any provision of this bylaw is invalidated by subsequent legislation or regulation, or held to be invalid by a court of competent jurisdiction, then such provision shall be considered separately and apart from the remain provisions, which shall remain in full force and effect.

**SECTION 2220 USE REGULATION SCHEUDLE**

Amend Section 2220 Use Regulation Schedule by adding the following uses for Medical Marijuana and Adult Use Marijuana Establishments to the “Commercial Uses” section:

<b>DISTRICT</b>	<b>R-40 R-80</b>	<b>V-B B-1</b>	<b>B-2 B-4</b>	<b>B-3</b>	<b>GD</b>
<b>COMMERCIAL USES</b>					
Marijuana Cultivation	No	No	SPR <sup>14</sup>	SPR	No
Independent Marijuana Testing Laboratory	No	No	SPR <sup>14</sup>	SPR	No
Marijuana Product Manufacturing	No	No	SPR <sup>14</sup>	SPR	No
Marijuana Retailer (marijuana product sales and related paraphernalia)	No	No	SPR <sup>15</sup>	SPR	No
RMD or OMMD	No	No	SPR <sup>14</sup>	SPR	No
Social consumption of adult use marijuana at patriotic, fraternal or social organization lodges and clubs; and properties used for general lodging or boarding	No	No	No	No	No

Insert the following footnote to section 2220 Use Regulations Schedule:

14. Except “No” in the B-2 district on Mashnee Island, Shore Road, and Shipyard Lane and B-2 in North Sagamore beginning at the Bourne/Plymouth Town Line, following Old Plymouth Road And State Route 3A.

## **SECTION 2821 DOWNTOWN DISTRICT**

Amend Section 2821 Downtown District Table of Allowable Uses by adding a Medical Marijuana and Adult Use Marijuana Establishments section to the end of the table.

<b>MARIJUANA USES</b>	
<b>Land Use Classification</b>	<b>Permitted By</b>
Marijuana Cultivation	P
Independent Marijuana Testing Laboratory	P
Marijuana Product Manufacturing	P
Marijuana Retailer (marijuana product sales and related paraphernalia)	P
RMD or OMMD	P
Social consumption of adult use marijuana at patriotic, fraternal or social organization lodges and clubs; and properties used for general lodging or boarding	N

<b>Legend:</b>	SPR = Site Plan Review	N = Not Allowed	P = Permitted
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Legend: “SPR” = Planning Board, a use allowed after Site Plan Review as provided in section 1230 review criteria without the Special Permit requirements.  Residential 40 (R-40); Residential 80 (R-80); Village Business (V-B); Business 1 (B-1); Business 2 (B-2); Business 2 (B-3); Business 4 (B-4); and Government District (GD).
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## **SECTION V DEFINITIONS**

Add: Marijuana or Marihuana: “See section 2257 for all applicable definitions”.

Fraternal or Social Organization Lodge definition – delete: “*applies only to the Downtown Bylaw-section 2800*”.

***By petition – Steven Strojny***

**MOTION TO BE MADE AT TOWN MEETING.**

### **Vote Required: 2/3 Majority**

Designated as a Contingent Article: if Article 8 is drawn in the lottery before Article 7, Article 7 will be considered first and Article 8 will be considered immediately after Article 7.

**EXPLANATION**

Explanation of this Article will be provided at Town Meeting. Recommendations on the Article may differ based on the action the Town Meeting takes on Article 7.

The Finance Committee will make a recommendation at Town Meeting.

The Select Board will make a recommendation at Town Meeting.

The Planning Board voted unanimously (9-0-0) to recommend approval of this article.

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**ARTICLE INDEX**  
**Annual Town Meeting**  
**May 1, 2023**

<b><u>Article 1.</u></b> <i>Annual Consent Article</i> .....	25
<b><u>Article 2.</u></b> <i>Regular Annual Expenses – Fiscal Year 2024 Budget</i> .....	28
<b><u>Article 3.</u></b> <i>Sewer Enterprise Budget</i> .....	30
<b><u>Article 4.</u></b> <i>ISWM Enterprise Budget</i> .....	31
<b><u>Article 5.</u></b> <i>Capital Budget – Fiscal Year 2024</i> .....	32
<b><u>Article 6.</u></b> <i>Committee Reports and Recommendations</i> .....	34
<b><u>Article 7.</u></b> <i>Community Preservation Fund Projects</i> .....	35
<b><u>Article 8.</u></b> <i>Community Preservation Committee – Administrative &amp; Operating Expenses</i> .....	36
<b><u>Article 9.</u></b> <i>Stabilization Fund</i> .....	37
<b><u>Article 10.</u></b> <i>Capital Stabilization Fund</i> .....	38
<b><u>Article 11.</u></b> <i>Human Services Grant Program</i> .....	39
<b><u>Article 12.</u></b> <i>Special Education Reserve Fund</i> .....	40
<b><u>Article 13.</u></b> <i>Amend Senior Tax Work-Off Program</i> .....	41
<b><u>Article 14.</u></b> <i>Bylaw Amendment – 3.7.4 Wetland Notice of Hearings</i> .....	42
<b><u>Article 15.</u></b> <i>Bylaw Amendment – 3.7.4 Wetland Definitions of Adjoining Land</i> .....	43
<b><u>Article 16.</u></b> <i>Bylaw Amendment – 3.7.13 Wetland Waiver</i> .....	44
<b><u>Article 17.</u></b> <i>Bylaw Amendment – 1.7 Recreation Committee</i> .....	45
<b><u>Article 18.</u></b> <i>Accept MGL c. 41, s. 110A – Voter Registration Deadline</i> .....	47
<b><u>Article 19.</u></b> <i>Rescind Borrowing Authority</i> .....	48
<b><u>Article 20.</u></b> <i>Authorize Select Board to convey 0 Sandwich Road to Bourne Historical Society, Inc.</i>	49
<b><u>Article 21.</u></b> <i>CPA – Forward Regional Housing</i> .....	50
<b><u>Article 22.</u></b> <i>Amend Bylaw – 3.1.23 Disturbances, by Petition</i> .....	51

## **Annual Town Meeting**

**ARTICLE 1:** To see if the Town will vote the following Consent Articles or pass any vote or take any other action relative thereto.

### ***Sponsor – Select Board***

1. **Regular Required Authorizations** - To see if the Town will vote the following regularly required authorizations:
  - a. Assumption of Liability – To see if the Town will vote to assume liability as specified in Section 1 of Chapter 814 of the Acts of 1972, in the manner provided by G.L. c. 91, §§ 29 and 29A, as most recently amended, for all damages that may be incurred by work performed by the Department of Environmental Protection of Massachusetts for the improvement, development, maintenance and protection of tidal and non-tidal rivers and streams, great ponds, harbors, tidewaters, foreshores and shores along a public beach, and, further, to authorize the Select Board to execute and deliver a bond of indemnity therefore to the Commonwealth.
  - b. Road Contracts - To see if the Town will vote to authorize the Town Administrator to enter into a contract with the Massachusetts Highway Department Commissioner or the Federal Government for the construction and maintenance of public highways in the Town of Bourne for the ensuing year;
  - c. Grant Program Authorization - To see if the Town will vote to authorize the Select Board and/or the Town Administrator to apply for, accept and enter into contracts from time to time for the expenditure of any funds allotted to Bourne by the Commonwealth of Massachusetts or the U. S. Government under any State or Federal grant program;
  - d. Contracts in Excess of Three Years - To see if the Town will vote in accordance with the provisions of G.L. c. 30B, § 12(b) to authorize the Town Administrator or the Superintendent of Schools to solicit and award contracts for terms exceeding three years, including any renewal, extension, or option, provided in each instance that the term in excess of three years is determined to be in the best interest of the Town by a vote of the Select Board (if solicited and awarded by the Town Administrator) or the School Committee (if solicited and awarded by the Superintendent);
  - e. Authorize the Treasurer and the Town Collector, pursuant to G.L. c. 44, § 53F, with the approval of the Select Board, to enter into agreements with banking institutions to maintain deposits in exchange for banking services, for periods not to exceed three years.
  - f. Authorize the Select Board, pursuant to G.L. c. 44, § 72, to allocate any funds received as part of the Medicaid Medical Services Program to the School Committee for use, without further appropriation, for the benefit of educational programs.
2. **Elected Officials Salaries** - To see if the Town will vote to fix the salaries and compensation of the following elected officials of the Town as provided by G.L. c. 41, § 108 for the fiscal year commencing July 1, 2023 as follows:
  - a. Town Moderator: \$644
  - b. Select Board 4 @ \$3,570 for total of \$14,280
  - c. Select Board (Chair) 1 @ \$4,590 for a total of \$4,590
  - d. Town Clerk: \$45,680

3. Chapter 90 - To see if the Town will vote to appropriate a sum of money from funds received or to be received from the Commonwealth of Massachusetts, pursuant to G.L. c. 90, for the construction, reconstruction, preservation, maintenance, and improvement of all public ways accepted by the Town, the acquisition of easements and other interests in real property related to the laying out of ways, and other related costs, which qualify under the State Aid Highway (Chapter 90) guidelines adopted by the Public Works' Commission, said funds to be expended under the direction of the DPW Director, with the approval of the Select Board.
4. Reserve Fund - To see if the Town will vote to raise and appropriate or transfer from available funds the sum of **\$350,000** to establish the Finance Committee Reserve Fund.
5. Revolving Funds - To see if the Town will vote to set the total amount that may be expended from each revolving fund established by Article 2.10 of the General Bylaws, pursuant to G.L. c. 44, § 53E½, for the fiscal year beginning July 1, 2023, as follows:

Revolving Fund	FY 2024 Spending Limit
Recreation Programs Fund	\$ 175,000
Shellfish Propagation Fund	\$ 75,000
Transportation Revolving Fund	\$ 50,000
Public Library Book Fund	\$ 20,000
COA Supportive Day/Bridging the Years	\$ 100,000
COA Programs	\$ 100,000
Community Building Rental fund	\$ 10,000
Tax Title Collection Fund	\$ 60,000
	\$ 590,000

6. Accrued Contractual Compensated Absences - To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$100,000 to fund the costs related to payments of accrued contractual compensated absences.

**MOTION:** *We move that the Town vote to approve the use of a consent agenda including each of the Articles set forth in the Warrant in Article 1, and, further, that the Town vote to approve Article 1 as set forth in the Warrant and, further, that: (a) with respect to Article 1-4, to raise and appropriate the sum of \$350,000 for the Finance Committee Reserve Fund; and (b) with respect to Article 1-6, to transfer \$100,000 from Free Cash to fund costs related to payments for Accrued Contractual Compensated Absences.*

**Vote Required:** Simple Majority  
Designated as an Essential Article

## **EXPLANATION**

The items listed in the Consent Agenda reoccur annually and are housekeeping in nature.

A YES or AYE vote in favor of the motion would approve all the consent articles at one time, and authorize a cost of living allowance (COLA) increase of 2.5% for the Town Clerk. All other salaries for Elected Officials, the Reserve Fund, Revolving Fund Spending Limits, and funding for Accrued Contractual Compensated Absences will remain the same as the prior fiscal year.

A NO or NAY vote opposed to the motion would mean that Town Meeting would vote on the items individually.

Finance Committee Recommendation: The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

Select Board Recommendation: The Select Board voted unanimously 5-0-0 to recommend approval of this article.

**ARTICLE 2:** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to defray the regular annual expenses of the Town, or take any other action in relation thereto.

***Sponsor – Select Board***

***MOTION:*** We move that the sum of Seventy Seven Million One Hundred Eighty Seven Thousand Two Hundred Eighteen Dollars (\$77,187,218) be hereby appropriated from the funding sources listed below to defray the expenses of the Municipal Town Departments in the chart entitled “These Amounts are to be Voted” as shown below for the fiscal year starting on July 1, 2023 to and including June 30, 2024:

**Funding Sources:**

Raise and Appropriate from the FY24 Tax Levy and other General Revenues from the Town	\$ 73,999,657
PL874 Grant Funds	100,000
Ambulance Fund	1,500,000
Conservation Commission Receipts Reserved for Appropriation	30,000
Community Preservation Fund Revenues for Debt Expense	271,025
Community Septic Management Program	19,455
Waterway Improvement Fund	140,000
Capital Stabilization for Debt Expense	1,120,000
TNC Rideshare Fund	7,081
<b>Total</b>	<b><u>\$ 77,187,218</u></b>

**These Amounts are to be Voted:**

General Government	\$ 4,471,061
Public Safety	12,702,109
Public Works	3,437,639
Health & Human Services	998,207
Culture & Recreation	1,039,050
Bourne Public Schools	25,818,363
Upper Cape Cod Regional Technical High School	3,624,750
Shared Costs	18,261,539
Debt Service	6,834,500
<b>Total</b>	<b><u>\$ 77,187,218</u></b>

**Vote Required: 2/3 Majority**  
Designated at an Essential Article

**EXPLANATION**

The proposed FY24 budget maintains a level service budget, compared with FY23. There are no new staff positions proposed or additional personnel. Most of the increase is due to contractual increases for both employees and contracted services. There are also two new initiatives proposed, a small “library of things” included in the Library budget, and a migration of all the employee email and Microsoft Office licenses to the cloud and Office 365 service.

The total bottom line increase of the proposed budget is 4.55% over the FY23 operating budget.

A YES or AYE vote in favor of the motion would approve the General Fund Operating Budget for FY24 from July 1, 2023 through June 30, 2024.

A NO or NAY vote opposed to the motion would mean that there would be no approved operating budget for FY24.

Finance Committee Recommendation: The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

Select Board Recommendation: The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 3:** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the Sewer Department, or take any other action in relation thereto.

**Sponsor – Board of Sewer Commissioners**

**MOTION:** *We move the sum of \$1,621,965 be authorized to be expended by the Sewer Commissioners for the operation of the Sewer System for the fiscal year starting on July 1, 2023 to and including June 30, 2024 as follows:*

<i>Salaries &amp; Wages</i>	<i>\$ 193,440</i>
<i>Expenses</i>	<i>\$1,328,525</i>
<i>Reserve Fund</i>	<i>\$ 100,000</i>

*And we further move that the sum of \$157,003 be transferred to the General Fund to offset Sewer Enterprise indirect expenses, and in order to meet this appropriation, we move that the sum of \$1,628,968 be raised from Sewer Enterprise Receipts and \$150,000 be transferred from Sewer Retained Earnings.*

**Vote Required:** Simple Majority  
Designated at an Essential Article

### **EXPLANATION**

A YES or AYE vote in favor of the motion would approve the sewer enterprise operating budget for FY24 from July 1, 2023 through June 30, 2024.

A NO or NAY vote opposed to the motion would mean that there would be no approved sewer enterprise operating budget for FY24.

Finance Committee Recommendation: The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

Select Board Recommendation: The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 4:** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the Integrated Solid Waste Management Program, or take any other action in relation thereto.  
***Sponsor – Select Board***

**MOTION:** *We move the sum of \$11,353,035 be authorized to be expended for the operation of the Integrated Solid Waste Management Department for the fiscal year starting on July 1, 2023 to and including June 30, 2024 as follows:*

<u>Salaries &amp; Wages</u>	<u>\$2,319,692</u>
<u>Expenses</u>	<u>\$7,508,343</u>
<u>Reserve Fund</u>	<u>\$ 600,000</u>
<u>Host Community Fee</u>	<u>\$ 925,000</u>

*And we further move that the sum of \$2,441,696 be transferred to the General Fund to offset ISWM Enterprise indirect expenses, and in order to meet this appropriation, we move that the sum of \$13,794,731 be raised from ISWM Enterprise Receipts.*

**Vote Required:** Simple Majority  
Designated at an Essential Article

## **EXPLANATION**

A YES or AYE vote in favor of the motion would approve the ISWM enterprise operating budget for FY24 from July 1, 2023 through June 30, 2024.

A NO or NAY vote opposed to the motion would mean that there would be no approved ISWM enterprise operating budget for FY24.

Finance Committee Recommendation: The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

Select Board Recommendation: The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 5:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purpose of funding the Fiscal Year 2024 Capital Budget, or take any other action in relation thereto.

**Sponsor – Capital Outlay Committee and Select Board**

**MOTION:** *We move that the Town vote to appropriate \$2,343,831 to pay costs of the capital outlay projects listed in the schedule printed below and to meet this appropriation, we move to: (1) transfer the sum of \$1,103,181 from Free Cash; (2) transfer the sum of \$1,015,650 from ISWM Retained Earnings; (3) transfer the sum of \$225,000 from Waterways Improvement Fund.*

Capital Budget – Fiscal Year 2024					
	Department	Category	Purpose	Amount	Source
1	Police	Equipment	Body & cruiser cameras	\$413,771	Free Cash
2	Police	Equipment	Message Boards/speed warning sign	\$67,410	Free Cash
3	Natural Resources	Transportation	Replace pickup truck	\$90,000	Free Cash
4	Facilities	Infrastructure	Town Hall HVAC	\$40,000	Free Cash
5	Facilities	Infrastructure	Town Hall Fire Alarm	\$60,000	Free Cash
6	Facilities	Transportation	Ford Transit Connect Van (or similar)	\$30,000	Free Cash
7	Facilities	Planning	Roof Investigation & Design	\$200,000	Free Cash
8	Public Works	Equipment	10 yd sander & plow	\$62,000	Free Cash
9	Schools	Technology	Interactive touch panels at BES	\$90,000	Free Cash
10	Schools	Infrastructure	OPM Services – BMS roof	\$50,000	Free Cash
11	Shore & Harbor	Infrastructure	Annual Dredging/Ramp/Pier Repair	\$225,000	Waterways Improvement Fund
12	ISWM	Equipment	Street Sweeper	\$311,000	Retained Earning
13	ISWM	Equipment	1.5 cubic yard wheel loader	\$125,000	Retained Earning
14	ISWM	Infrastructure	Phase 9 Vertical Expansion	\$200,000	Retained Earning
15	ISWM	Technology	Survey Grade GPS Base & Rover	\$50,000	Retained Earning
16	ISWM	Technology	Survey Grade Drone & Data Pack	\$20,650	Retained Earning
17	ISWM	Equipment	30kw Generator	\$50,000	Retained Earning
18	ISWM	Equipment	Roll-Off Containers	\$34,000	Retained Earning
19	ISWM	Transportation	8yd Rubbish/Recycling Packer	\$225,000	Retained Earning

**Vote Required:** Simple Majority  
Designated at an Essential Article

## **EXPLANATION**

A YES or AYE vote in favor of the motion would approve the capital expenditures recommended by the Capital Outlay Committee for FY24.

A NO or NAY vote opposed to the motion would mean that the capital expenditures recommended by the Capital Outlay Committee would not be funded and these needs would not be addressed in FY24.

Finance Committee Recommendation: The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

Select Board Recommendation: The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 6:** To see if the Town will vote to hear Reports and Recommendations of Committees and Town Officers, or take any other action in relation thereto.

***Sponsor – Select Board***

**MOTION:** *We move that the Town vote to hear reports and recommendations of Committees and Town Officers.*

**Vote Required:** Simple Majority

**EXPLANATION**

A YES or AYE vote in favor would allow committees to address Town Meeting and provide an update on their work.

A NO or NAY vote opposed would not allow the committee representatives to provide a report to Town Meeting.

Finance Committee Recommendation: The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

Select Board Recommendation: The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 7:** To see if the Town will vote, upon the recommendation of the Community Preservation Committee, to appropriate a sum of money for the following Community Preservation Fund purposes, and to meet said appropriation, to transfer from available funds or reserve from the FY2024 estimated Community Preservation Fund Revenues a sum of money for the purposes of this article, or take any other action in relation thereto:

**Sponsor – Community Preservation Committee**

**MOTION:** *We move that the Town vote, upon the recommendation of the Community Preservation Committee, to raise and appropriate and reserve the sum of \$2,044,868.06 for the Community Preservation Fund Projects and Special Purpose Reserves listed in the Community Preservation Fund Committee report as printed below; and to meet the appropriations and reserve, to appropriate the sum of \$1,713,000.06 from FY2024 Estimated CPA Revenues, transfer \$91,500 from Community Housing Reserves, transfer \$40,000 from Historic Preservation Reserves, and transfer \$200,368 from Open Space Reserves.*

Item	Sponsor	Project Description	CPA Purpose	Community Preservation Committee Recommend	
A	Bourne Affordable Housing Trust	Affordable Housing Services and Support	Community Housing	\$91,500 from Community Housing Reserves	
B	Bourne Engineering Department	Sagamore Road Ramp and Stormwater Repair	Open Space/Recreation	\$150,000 from Open Space/Recreation Reserves	
C	Bourne Recycling Committee	Water Bottle Refill Stations	Open Space/Recreation	\$30,000 from Open Space/Recreation Reserves	
D	School Dept.	Restoration of Red Cedar Swamp Project	Open Space/Recreation	\$20,368 from Open Space/Recreation Reserves	
E	Pocasset Village Foundation	Pocasset Community Building/Window Repairs	Historic Preservation	\$20,000 from Historic Preservation Reserves	
F	Historical Center	Archives Bldg./Historic Center Exterior Painting	Historic Preservation	\$20,000 from Historic Preservation Reserves	
			<b>SUBTOTAL REQUESTS</b>	<b>\$331,868</b>	
G	Community Preservation Committee	Reserve for Open Space	Open Space	\$1,316,195.04	2024 Open Space/Rec Estimated Revenues
H	Community Preservation Committee	Reserve for Community Housing	Community Housing	\$198,402.51	2024 Housing Estimated Revenues
I	Community Preservation Committee	Reserve for Historic Preservation	Historic Preservation	\$198,402.51	2024 Historic Estimated Revenues
			<b>SUBTOTAL RESERVES</b>	<b>\$1,713,000.06</b>	
			<b>TOTAL REQUESTS &amp; RESERVES</b>	<b>\$2,044,868.06</b>	

**Vote Required: Simple Majority**

## **EXPLANATION**

A YES or AYE vote in favor of the motion would fund the above listed CPA-eligible projects.

A NO or NAY vote opposed to the motion would mean that these proposed CPA projects would not move forward.

Finance Committee Recommendation: The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

Select Board Recommendation: The Select Board voted unanimously 5-0-0 to recommend approval of this article.

**ARTICLE 8:** To see if the Town will vote, upon the recommendation of the Community Preservation Committee, to appropriate a sum of money for the purposes of the administrative and operating expenses of the Community Preservation Committee, or take any other action in relation thereto.

***Sponsor – Community Preservation Committee***

**MOTION:** *We move that the Town vote, upon the recommendation of the Community Preservation Committee, to appropriate the sum of \$75,000 for the purposes of administrative and operating expenses of the Community Preservation Committee for FY 2024 and to meet this appropriation to transfer the sum of \$75,000 from the Community Preservation Undesignated Fund Balance.*

**Vote Required:** Simple Majority

### **EXPLANATION**

A YES or AYE vote in favor of the motion would fund the annual operating and administrative expenses of the Community Preservation Committee.

A NO or NAY vote opposed to the motion would mean that the CPC would not have funding to pay expenses related to administration and regular operations.

**Finance Committee Recommendation:** The Finance Committee voted unanimously 8-0-0 to recommend approval of this article.

**Select Board Recommendation:** The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 9:** To see if the Town will vote to raise and appropriate, borrow or transfer from available funds a sum of money to the Stabilization Fund, or take any other action in relation thereto.

***Sponsor – Select Board***

**MOTION:** *We move that the Town vote to appropriate the sum of \$200,000 for the purposes of this article and to meet this appropriation to transfer the sum of \$200,000 from free cash.*

**Vote Required:** Simple Majority  
Designated as an Essential Article

### **EXPLANATION**

The financial policy guideline for stabilization reserve establishes a target of 6% of General Fund Operating Budget expenses to be in reserve. At the time of this writing, there has been a large amount of market volatility that is impacting the Town's investment revenue in the short term. By the end of the Fiscal Year, it is anticipated that the fund will be within the stated financial policy guideline.

A YES or AYE vote in favor of the motion would authorize additional funds to be placed in the Stabilization Fund.

A NO or NAY vote opposed to the motion would mean that no additional funds would be deposited into the Stabilization Fund and would not be consistent with stated financial guidelines.

**Finance Committee Recommendation:** The Finance Committee voted unanimously 8-0-0 to recommend approval of this article.

**Select Board Recommendation:** The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 10:** To see if the Town will vote to appropriate, borrow or transfer from available funds a sum of money to the Capital Stabilization Fund, or take any other action in relation thereto.

***Sponsor – Select Board***

***MOTION:*** We move that the Town vote to appropriate the sum of \$341,000 for the purposes of this article and to meet this appropriation to transfer the sum of \$341,000 from free cash.

**Vote Required: Simple Majority**  
Designated as an Essential Article

### **EXPLANATION**

The goal of the Capital Stabilization Fund is to maintain 3-5 years of debt payments in reserve, and the Town is currently exceeding 5-years at the current level of debt service.

A YES or AYE vote in favor of the motion provides funding to increase the capital stabilization fund. This will help ensure that funds continue to be set aside for the long-term maintenance of the town's capital assets.

A NO or NAY vote opposed to the motion would not provide additional funding for the capital stabilization fund, and would not be consistent with stated financial guidelines.

Finance Committee Recommendation: The Finance Committee voted unanimously 8-0-0 to recommend approval of this article.

Select Board Recommendation: The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 11:** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the Human Services Grant program, or take any other action in relation thereto.

***Sponsor – Select Board***

***MOTION:*** *We move that the Town vote to appropriate the sum of \$20,000 for the purposes of this article and to meet this appropriation to transfer the sum of \$20,000 from free cash.*

**Vote Required:** Simple Majority

### **EXPLANATION**

A YES or AYE vote in favor of the motion would provide funding for the Human Services Grant Program for FY24, consistent with prior years.

A NO or NAY vote opposed to the motion would mean that the Human Services Grant Program would not have funds for FY24.

Finance Committee Recommendation: The Finance Committee voted unanimously 8-0-0 to recommend approval of this article.

Select Board Recommendation: The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 12:** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to the Special Education Reserve Fund, or take any other action in relation thereto.

***Sponsor – School Department***

**MOTION:** *We move that the Town vote to appropriate the sum of \$100,000 for the purposes of this article and to meet this appropriation to transfer the sum of \$100,000 from free cash.*

**Vote Required:** Simple Majority  
Designated as an Essential Article

**EXPLANATION**

The special education reserve fund was established to absorb the costs associated with newly enrolled students who may need additional levels of educational services. Once the student is enrolled and the educational costs are known, they are moved into to the School Department budget.

A YES or AYE vote in favor of the motion would authorize additional funds to be placed in the Special Education Reserve Fund.

A NO or NAY vote opposed to the motion would mean that no additional funds would be deposited into the Special Education Reserve Fund.

Finance Committee Recommendation: The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

Select Board Recommendation: The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 13:** To see if the Town will vote to amend the vote taken under Article 27 at the May 8, 2000 Annual Town Meeting, which accepted the provisions of Chapter 59, Section 5K of the General Laws, to increase the previously-voted gross exemption amount limit of \$500.00 to \$750.00 per fiscal year for each approved volunteer who participates in the Senior Tax Work-Off Program, said increase to become effective beginning in Fiscal Year 2024, or take any other action in relation thereto.

***Sponsor – Board of Assessors***

**MOTION:** *We move that the Town vote to approve this article as set forth in the Warrant.*

**Vote Required:** Simple Majority

**EXPLANATION**

A YES or AYE vote in favor of the motion raise the allowable limit by an additional \$250 that a Senior Citizen may exempt from their property tax bill by volunteering service to the Town.

A NO or NAY vote opposed to the motion would not make any changes to the program and the limit would remain at \$500 per year.

**Finance Committee Recommendation:** The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

**Select Board Recommendation:** The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 14:** To see if the Town will vote to amend the Town of Bourne Wetland Protection Bylaw, Article 3.7, Wetland and Natural Resources Protection, Section 3.7., Notice of Hearings by inserting the **bolded underlined** text as follows:

Section 3.7.3

Notice of Hearings. Any person filing a Notice of Intent with the Conservation Commission shall give notice thereof in the same manner required by Mass. Gen. Laws, Chapter 131, Section 40, as from time to time amended and supplemented, and the Rules and Regulations, if any, promulgated thereunder, as from time to time amended and supplemented.

Any person filing a Request for Determination of applicability with the Conservation Commission shall give written notice thereof, no less than five (5) business days prior to the scheduled Commission meeting, by certified mail-return receipt requested postage prepaid, by delivery in hand, **or by certificates of mailing,** to all abutters to the proposed project and to the property owner if other than the applicant, according to the most recent records of the Bourne Board of Assessors. The notice shall specify the date, time and location of the Commission meeting, and shall also specify where a copy of the Request for Determination, accompanying plans and documents may be examined and obtained.

or take any other action in relation thereto.

***Sponsor – Conservation Commission***

***MOTION: We move that the Town vote to approve this article as set forth in the Warrant.***

**Vote Required: Simple Majority**

**EXPLANATION**

A YES or AYE vote in favor of the motion allows property owners filing public hearing applications with the Conservation Commission to provide a certificate of mailing as proof of notice to abutters.

A NO or NAY vote opposed to the motion would make no changes to the notice requirements.

**Finance Committee Recommendation: The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.**

**Select Board Recommendation: The Board of Selectmen voted unanimously 5-0-0 to recommend approval of this article.**

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**ARTICLE 15:** To see if the Town will vote to amend the definition of “Adjoining Land Areas” in the Town of Bourne Wetland Protection Bylaw, Article 3.7, Wetland and Natural Resources Protection, Section 3.7.4: Definitions; Regulations by deleting said definition in its entirety and replacing the same with the following text:

**“Adjoining Land Areas”** shall mean the land within 100’ of any Wetland Resource Area, other than Land Subject to Coastal Storm Flowage (LSCSF) and the Riverfront Area. The area is hereafter referred to as the Buffer Zone. There is no buffer zone to LSCSF or Riverfront Area. No habitable dwelling or accessories thereto or roadway/driveway shall be allowed within the buffer zone any closer than 50’ from the boundary of a Wetland Resource Area unless permitted under this bylaw.

- A. For undeveloped lots, the 50’ setback is required. For further alteration of lots that contain an existing dwelling, the applicant must attempt to meet the 50’ setback to the degree that is practicable with a minimum setback of being no closer than the existing dwelling.
- B. For eroding Coastal Banks that are significant to storm damage prevention or flood control because they supply sediment to coastal beaches or coastal dunes (aka “Sediment-Source Bank”), a 50’ setback landward from the top of bank is required.
- C. For non-eroding Coastal Banks that are significant to storm damage prevention or flood control only because they act as a vertical buffer to storm waters (aka “Vertical-Buffer Bank”), a minimum of 10’ setback landward from the top of bank is required. Upon a clear showing that a Vertical-Buffer Bank provides insignificant storm damage prevention or flood control the Conservation Commission may waive the setback requirement entirely.

or take any other action in relation thereto.

***Sponsor – Conservation Commission***

**MOTION:** *We move that the Town vote to approve this article as set forth in the Warrant.*

**Vote Required:** Simple Majority

## **EXPLANATION**

A YES or AYE vote in favor of the motion will amend the definition to better specify when the 50-foot setback applies to work proposed within the buffer area.

A NO or NAY vote opposed to the motion will not make any changes to the Wetland Bylaw.

**Finance Committee Recommendation:** The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

**Select Board Recommendation:** The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 16:** To see if the Town will vote to amend the Town of Bourne Wetland Protection Bylaw, Article 3.7, Wetland and Natural Resources Protection, by inserting a new “Section 3.7.13: Waiver” as follows:

**Section 3.7.13: Waiver**

A waiver to a specific performance standard of these Bylaws may be sought in cases where there are no reasonable conditions or alternatives that would allow the proposed activity to proceed in compliance with these regulations; that avoidance, minimization and mitigation have been employed to the maximum extent feasible and when the waiver is consistent with the intent and purpose of the Bylaw.

A request for a waiver shall be made in writing and shall include, at a minimum, the following information:

- A brief statement of the relief sought;
- A description of all reasonably identifiable alternatives to the applicant's proposal that were considered by the applicant that would avoid or minimize the necessity of the requested relief, along with the reasons why such alternatives were deemed to be inadequate, unworkable, or inadvisable;
- A statement of all efforts that will be undertaken to minimize impact upon the affected resource areas subject to protection under the Bylaw (Bylaw resource area) arising out of the work proposed;
- Detailed plans for proposed mitigation measures; and
- Adequate engineering and expert evidence to permit the Conservation Commission to evaluate the basis for applicant's contentions in support of the waiver requested.

The applicant shall have the burden of demonstrating, by clear and convincing evidence, that the granting of the waiver is consistent with the intent and purpose of the Bylaw and these regulations.

or take any other action in relation thereto.

***Sponsor – Conservation Commission***

***MOTION:*** *We move that the Town vote to approve this article as set forth in the Warrant.*

**Vote Required:** Simple Majority

**EXPLANATION**

A YES or AYE vote in favor of the motion adds a new section to the Bylaw that allows the Conservation Commission to consider waiving the strict requirements of a performance standard in limited cases.

A NO or NAY vote opposed to the motion would not insert a new waiver provision into the Wetlands Protection Bylaw.

**Finance Committee Recommendation:** The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

**Select Board Recommendation:** The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 17:** To see if the Town will vote to amend the Town of Bourne Recreation Committee Bylaw, Article 1.7, Sections 1.7.1-1.7.3, by adding the **bolded** text and deleting the struck through text as follows:

Article 1.7 Recreation Committee

**The Bourne Recreation Committee is a committee formed for the purpose of supporting all residents of Bourne in their recreational pursuits.**

**Section 1.7.1**

~~Membership. There shall be a Recreation Committee consisting of nine voters of the Town appointed annually by the Board of Selectmen.~~ **The Committee shall consist of nine persons registered to vote in the Town, appointed by the Select Board. The terms of the first members of said Committee shall be for one, two, or three years, and so arranged such that the term of one-third of the members expires each year, and their successor shall be appointed for terms of three years each.**

**Section 1.7.2**

~~Organization. The Committee shall annually organize by election from its member a chairman, a vice chairman, and a clerk.~~ **Each September, the Committee shall elect a chairperson, vice-chairperson, clerk, and Community Preservation Committee representative. If no member stands for election, it shall be in the Chairperson's power to appoint officers of the Committee.**

**Section 1.7.3**

~~Duties and Responsibilities. The Committee shall review all requests from private organization for town funding of athletic and recreation programs, and shall transmit its recommendations therefor to the Selectmen and finance committee in the form of its annual budget submission; the Committee may develop town sponsored athletic and recreation programs; the Committee shall develop, and regularly update, a written master plan for development and coordination of recreation programs and utilization of recreation facilities for all age groups in the town; and, shall be responsible for such other matters as may from time to time be referred to it. The committee shall not have jurisdiction or supervision over recreation programs of the school department, lifeguard department, Bourne Council on Aging, or Bourne Veterans Memorial Community Center, unless so requested by such departments.~~

- **The Committee shall assist the Recreation Department in the promotion of active and passive recreational activities for all age groups and abilities.**
- **The Committee shall submit an Annual Report to the Town outlining its goals and accomplishments for the prior fiscal year.**
- **The Committee shall identify and advocate for active and passive recreational opportunities, capital projects, new recreational areas, special events, and programs.**
- **The Committee shall assist the Recreation Department to improve outreach and communications with the community regarding the Town's recreational programming, projects, events, and initiatives.**
- **The Committee may assist the Recreation Department with the implementation of special events as scheduled by the Department throughout the year.**
- **The Committee may solicit public opinion for recreation projects.**
- **The Committee shall notify the Recreation Department and Department of Public Works of any known maintenance and/or repair needs to recreational facilities.**

or take any other action in relation thereto.

***Sponsor – Recreation Committee***

***MOTION: We move that the Town vote to approve this article as set forth in the Warrant.***

**Vote Required: Simple Majority**

**EXPLANATION**

A YES or AYE vote in favor of the motion would update the Recreation Committee Bylaw to reflect how the Committee and Recreation Department function.

A NO or NAY vote opposed to the motion would make no changes to the Bylaw.

Finance Committee Recommendation: The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

Select Board Recommendation: The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 18:** To see if the Town will vote to accept G.L. c. 41, §110A, which allows municipal offices, including the Town Clerk's Office, to treat Saturdays as a holiday, so that voter registration deadline shall be considered the preceding Friday, or take any other action in relation thereto.

***Sponsor – Town Clerk***

**MOTION:** *We move that the Town vote to approve this article as set forth in the Warrant.*

**Vote Required:** Simple Majority

**EXPLANATION**

A YES or AYE vote in favor of the motion would allow voter registration to end on the Friday before a Tuesday election, and not be extended into Saturday.

A NO or NAY vote opposed to the motion would keep the voter registration deadline status quo as the Saturday before a Tuesday election.

Finance Committee Recommendation: The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

Select Board Recommendation: The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 19:** To see if the Town will vote to rescind all or a portion of certain authorizations to borrow, pursuant to G.L. c.44, §20, which were approved at prior Town Meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization, or take any other action in relation thereto.

***Sponsor – Select Board***

**MOTION:** *We move that the Town vote to rescind the authorized and unissued debt as set forth in the table below:*

<b>Town Meeting</b>	<b>Description</b>	<b>Amount</b>
5/2/2022 ATM – Article 5	BHS Replace D Wing Roof	\$ 450,000

**Vote Required:** Simple Majority

### **EXPLANATION**

The debt for this work is no longer needed because the project was funded at the October 2022 Town Meeting as part of the tax exempt lease funding the ESCO.

A YES or AYE vote in favor of the motion will allow the Town to use the borrowing authority for a future capital project.

A NO or NAY vote opposed to the motion would not rescind the authority, and the authorization could not be reissued for a future capital project.

**Finance Committee Recommendation:** The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

**Select Board Recommendation:** The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 20:** To see if the Town will vote to authorize the Select Board to convey in the name of and on behalf of the Town of Bourne, for nominal consideration (\$1.00), to the Bourne Historical Society, Inc., a Massachusetts non-profit charitable corporation, all of the Town's right, title and interest in and to a certain parcel of land at 0 Sandwich Road identified as Map 24.3, Parcel 27-1, containing 3.25 acres +/- under terms and conditions deemed by the Select Board to be in the best interest of the town, and to further authorize the Select Board to take any and all action, and execute any documents, said Board deems necessary or appropriate in connection herewith, or take any other action in relation thereto.

***Sponsor – Select Board***

***MOTION:*** *We move that the Town vote to approve this article as set forth in the Warrant.*

**Vote Required:** Simple Majority

**EXPLANATION** In relation to Article 6 of the Special Town Meeting, it is the Society's preferred that the Keene House be relocated to the Aptuxet campus however, there is a chance that might not a viable option for various reasons including accommodating road layouts for the relocation journey, or archeological restrictions at the site. Therefore, this article grants the Select board authorization to convey town owned parcel located at 0 Sandwich road as an alternative/secondary location if Aptuxet cannot accommodate the structure.

A YES or AYE vote in favor of the motion would authorize the Select Board to transfer a parcel of land to the Bourne Historical Society, Inc., if it should be necessary in order to relocate the Keene House.

A NO or NAY vote opposed to the motion would not authorize the Select Board to transfer the land to the Bourne Historical Society.

**Finance Committee Recommendation:** The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

**Select Board Recommendation:** The Select Board voted unanimously 5-0-0 to recommend approval of this article.

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**ARTICLE 21:** To see if the Town will vote, upon the recommendation of the Community Preservation Committee, to appropriate a sum of money for the following Community Preservation Fund purpose, and to meet said appropriation, to transfer from available funds or reserve from the FY2024 estimated Community Preservation Fund Revenues a sum of money for the purpose of this article, or take any other action in relation thereto:

***Sponsor – Community Preservation Committee***

**MOTION:** *We move that the Town vote, upon the recommendation of the Community Preservation Committee, to raise and appropriate and reserve the sum of \$75,000 for the Community Preservation Fund Project listed in the Community Preservation Fund Committee report as printed below; and to meet this appropriation and reserve, transfer \$75,000 from Community Housing Reserves.*

Item	Sponsor	Project Description	CPA Purpose	Community Preservation Committee Recommend
A	Forward	Forward at the Rock Phase II Regional Housing Project for Cape Codders with Autism/related development disabilities	Community Housing	\$75,000 from Community Housing Reserves
			<b>SUBTOTAL REQUESTS</b>	<b>\$75,000</b>

**Vote Required: Simple Majority**

**EXPLANATION** FORWARD (*Friends Or Relatives With Autism & Related Disabilities*) has filed CPC applications with the towns of Bourne, Dennis, Barnstable, Yarmouth, Mashpee, Brewster and Chatham for regionally supportive affordable housing development that enables adults with autism and related developmental disabilities to thrive in an appropriate, safe, healthy, caring and stable environment while aging in place in their own lifelong homes. The development (Phase 2) will create eight 1-bedroom apartments located in the town of Dennis, and units are available to anyone in Barnstable County who meets the eligibility requirements set by the Department of Developmental Services. The request of \$75,000 would fund about 1.72% of the project's total cost.

A YES or AYE vote in favor of the motion would allow Town of Bourne CPA funds to be used for a regional housing project supporting adults with autism and other related development disabilities, located in the Town of Dennis.

A NO or NAY vote opposed to the motion would not allow any CPA funds to be used for the regional housing project in Dennis.

**Finance Committee Recommendation:** The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

**Select Board Recommendation:** The Select Board voted unanimously 5-0-0 to recommend approval of this article.

**ARTICLE 22:** To see if the Town will vote to amend the Town of Bourne Bylaws, Section 3.1.23 Disturbances by adding an additional section “c,” said new section to read as follows: c. The fact that the noise is plainly audible at a distance of one hundred fifty (150) feet from the building, dwelling, structure, premises, shelter, boat, or vehicle from which it originates and when the noise occurs between 10 p.m. and 7 a.m., shall constitute prima facie evidence of a violation of this bylaw.

***By petition – Julie M. Keene***

**MOTION:** *We move that the Town indefinitely postpone Article 22.*

**Vote Required:** Simple Majority

**EXPLANATION**

This private petition Article proposed changes to the bylaw on disturbances. After discussion with the Bylaw Committee, the petitioner determined that additional discussion was needed and not to consider the proposed changes at this time.

A YES or AYE vote in favor of the motion to indefinitely postpone the article would maintain the status quo and the general bylaws would not be amended.

A NO or NAY vote opposed to the motion to indefinitely postpone would require another motion to be made on Article 22 to discuss and vote on the proposed private petition amendment.

**Finance Committee Recommendation:** The Finance Committee voted unanimously 9-0-0 to recommend approval of the motion to indefinitely postpone this article.

**Select Board Recommendation:** The Select Board voted unanimously 5-0-0 to recommend approval of the motion to indefinitely postpone this article.

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## **APPENDIX A**

### **Finance Committee Report and Roll Call Votes**

Finance Committee Report.....	53
FY23/FY24 Comparisons.....	55
Reserves and Fiscal Policy.....	57
Special Town Meeting Articles.....	60
Annual Town Meeting Articles.....	63

*The following report is based on information available to the Finance Committee as of April 6, 2023*

# Finance Committee Report

It is the Finance Committee's primary responsibility to advise Town Meeting on warrant articles and to give a report stating an opinion of agreement or concern regarding the proposed budgets. Additionally, the Finance Committee often comments on general issues surrounding the budget, as well as monitor adherence to financial policies.

This year the Finance Committee met independently with department heads to review department budgets beginning in January. The Finance Committee continued to utilize the Governor's Public Health COVID-19 guidelines by holding hybrid meetings in person and virtually via ZOOM. All meetings were attended by the Finance Director, Town Accountant, the Town Administrator, and the new Assistant Town Administrator, and each department head appeared before the Finance Committee to discuss their respective budgets.

The Finance Committee independently determined its support or opposition to any or all parts of the Selectmen's budget, and will communicate the Committee's recommendations to the Town Meeting. The Finance Committee also met with the groups, individuals, and committees that were either sponsors of or had a role in the proposed articles.

The Town Administrator continued to balance the Operating Budget without using Free Cash for the third year in a row, and the Capital Stabilization Fund will continue to be used as Revenue to pay for debt service.

While the FY24 budget saw salary increases, this is not a reflection of any positions added and is due to the impact of contractual increases. The gas & diesel expenses were consolidated as part of the ongoing effort to centralize all utility billing under the shared costs budget.

The Finance Committee continues to monitor the student enrollment trends at Upper Cape Tech and Bourne Public Schools.

Because State Aid receipts came in lower than FY23, the Town Administrator increased the projection of Motor Vehicle Excise revenue for FY24.

The Town of Bourne has greatly benefited from improved financial management in prior years. FY22 the Human Resource Director and a Facilities Director positions were added back into the budget that had been previously cut in 2015/2016 and both positions were filled in FY23. The Town Administrator appointed Lt. Esip as Acting Police Chief in July after the Interim Director of Police Services left, and when the hiring process was completed he was promoted to Chief in September.

It is important for staffing requests that could not be added into the budget be communicated to the Finance Committee, as it enables members to take measure of the town's anticipated growth. A sergeant position was added in FY23, however the Interim Director of Police Services had requested additional staff. Due to the contractual increases no additional positions were added in FY24, so it remains to be seen if positions will be added. Also on the committee's radar are the possible staffing and operation changes once the new fire station is built, which will not be in FY24.

The committee will monitor possible financial impacts not directly related to the budget, such as the upcoming replacements of the Bourne Bridge and Sagamore Bridge. Last year these bridges were expected to begin within five years, and five years is still the projected start date.

The proposed FY24 budget is the result of thorough examination of our town's priorities by town staff, as well as reviews by volunteers on boards and committees. This report isn't just to inform residents of the financial

standing of Bourne, but is also a way to express the pride Finance Committee members have in serving. Members have proven they can work as a committee while simultaneously expressing our individual ideas and opinions. The underlying objective of balancing budgets, prioritizing capital projects, and properly funding reserves is to ensure Bourne continues to move onwards and upwards. The budget is not just monetary values, it is about the people that live in Bourne, work in Bourne, and dedicate their time to serve Bourne.

The Finance Committee supports the balanced budget presented for FY24. It does not require use of free cash, and no override was required as a revenue source. Nothing presented during review would negatively impact tax rates. The town's rate for the Community Preservation Act continues to be set at 3%.

Chair Gratis worked this past year to shape the Finance Committee into an advisory capacity, where its focus is giving opinion and advising voters at town meetings. Immediately following this report are tables comparing FY24 to the prior fiscal year. Voters should be utilizing the budget and Sources & Uses printed in the voter handbook as their primary source for financial information and budget comparisons. Following that are Bourne's Reserve and Fiscal policies, and the committee's recommendations for each Special Town Meeting and Annual Town Meeting article. These are not only important to include to meet the requirements stated in the Charter and Bylaws, but also to benefit voters as well.

Respectfully submitted,

The Finance Committee, Town of Bourne

## FY23/FY24 Comparisons

<b><u>Municipal Expenses</u></b>				
	<b>FY23 Budget</b>	<b>Proposed FY24 Budget</b>	<b>\$ Increase (Decrease)</b>	<b>% Increase (Decrease)</b>
General Government	\$ 4,241,783	\$ 4,471,061	\$ 229,278	5.41%
Public Safety Services	\$ 12,334,556	\$ 12,702,109	\$ 367,553	2.98%
Public Works Services	\$ 2,836,374	\$ 3,437,639	\$ 601,265	21.20%
Health & Human Services	\$ 982,255	\$ 998,207	\$ 15,952	1.62%
Culture & Recreation Services	\$ 1,017,469	\$ 1,039,050	\$ 21,581	2.12%
<b>Total Town Expense</b>	<b>\$ 21,412,437</b>	<b>\$ 22,648,066</b>	<b>\$ 1,235,629</b>	<b>5.77%</b>

<b><u>School Expenses</u></b>				
	<b>FY23 Budget</b>	<b>Proposed FY24 Budget</b>	<b>\$ Increase (Decrease)</b>	<b>% Increase (Decrease)</b>
Bourne School Department	\$ 24,938,159	\$ 25,818,363	\$ 880,204	3.53%
Upper Cape Regional Technical	\$ 3,262,825	\$ 3,624,750	\$ 361,925	11.09%
<b>Total School Expenses</b>	<b>\$ 28,200,984</b>	<b>\$ 29,443,113</b>	<b>\$ 1,242,129</b>	<b>4.40%</b>

<b><u>Shared Costs</u></b>				
	<b>FY23 Budget</b>	<b>Proposed FY24 Budget</b>	<b>\$ Increase (Decrease)</b>	<b>% Increase (Decrease)</b>
Public Utilities	\$ 1,566,607	\$ 1,581,000	\$ 14,393	0.92%
OPEB	\$ 279,338	\$ 371,595	\$ 92,257	33.03%
Unemployment	\$ 70,000	\$ 70,000	\$ -	0.00%
FICA/Medicare	\$ 541,000	\$ 568,000	\$ 27,000	4.99%
Group Insurance	\$ 8,711,270	\$ 8,858,000	\$ 146,730	1.68%
County Retirement	\$ 4,415,874	\$ 4,565,380	\$ 149,506	3.39%
State Retirement	\$ 866	\$ 866	\$ -	0.00%
Special Legislation Retirement	\$ 72,215	\$ 74,020	\$ 1,805	2.50%
Insurance	\$ 1,782,034	\$ 1,870,678	\$ 88,644	4.97%
LIUNA Pension	\$ 300,000	\$ 300,000	\$ -	0.00%
Medicaid Reimbursement	\$ 2,000	\$ 2,000	\$ -	0.00%
<b>Total Shared Costs</b>	<b>\$ 17,741,204</b>	<b>\$ 18,261,539</b>	<b>\$ 520,335</b>	<b>2.93%</b>

## **Debt Service**

	<b>FY23 Budget</b>	<b>Proposed FY24 Budget</b>	<b>\$ Increase (Decrease)</b>	<b>% Increase (Decrease)</b>
Non-Exempt - Existing	\$ 1,165,134	\$ 1,014,210	\$ (212,006)	-18.20%
Tax Exempt Lease Purchase	\$ -	\$ 441,257	\$ 441,257	
ST Pay Downs/Future Borrowings	\$ 547,123	\$ 808,174	\$ 323,116	59.06%
Exempt	\$ 4,201,120	\$ 4,029,375	\$ (171,745)	-4.09%
Interest on Temporary Debt	\$ 87,400	\$ 251,004	\$ 162,127	185.50%
Funded Debt - Septic	\$ 19,470	\$ 19,455	\$ (15)	-0.08%
Funded Debt - CPA	\$ 454,753	\$ 271,025	\$ (183,728)	-40.40%
<b>Total Debt Service</b>	<b>\$ 6,475,000</b>	<b>\$ 6,834,500</b>	<b>\$ 359,006</b>	<b>5.54%</b>

## Reserves and Fiscal Policy

Bourne's fiscal policies guide the Town as a mechanism to set aside funds to meet future financial obligations, including unexpected expenses. Financing should be monitored and maintained per policy to avoid depleting the funds.

The most recent Financial Management Policies & Guidelines is dated 2018, and does not include all reserve accounts. For the purpose of transparency all reserve accounts are listed, and the accounts included in the Financial Management Policies & Guidelines will have their *“documented policies italicized under the headers of each fund and in quotes for visibility.”*

### Stabilization Fund

*“To maintain a long term Stabilization Fund for unforeseen emergency expenses and capital projects in accordance with Mass. General Laws Chapter 40 Section 58. To maintain a Stabilization Fund balance of at least 6% of the General Fund Operating Budget. The Town may appropriate funds from the Stabilization Fund for any lawful purpose with a two-thirds vote of Town Meeting.”*

Per the policy, FY23 6% General Fund Operating Budget (GFOB) is \$4,429,808

The Stabilization Fund balance was certified at \$4,433,467 as of July 1, 2022.

This puts the Stabilization Fund \$3,559 slightly over policy.

Since the FY24 6% GFOB is \$4,631,233 a contribution is required to meet policy in FY24.

Article 9 of the Annual Town Meeting will transfer \$200,000 from Free Cash to the Stabilization Fund, to meet policy. Balance will fluctuate based on Fair Market Value.

It is important to note the town is working towards a 10% level in future policy guideline discussions, which is recommended by bond rating agencies.

### Capital Stabilization Fund

The goal is to maintain 3-5 years of debt service payments in this fund. Five years of future debt service is \$2,100,715.

If proposed articles are approved at town meeting, they will bring the balance to \$3,751,444 based on Fair Market Value as of February 28, 2023.

The Stabilization Fund is within policy.

### ISWM Stabilization Fund

*“Funds set aside to cushion the impact on the Operating Budget after the landfill closes.”*

The stated policy is simple and straightforward, however there is no specified guideline for providing or maintaining funds.

As of February 28, 2023, the balance in the ISWM Stabilization Fund was \$540,871.

### Employer Health Insurance Trust Fund

*“It shall be the policy of the Town of Bourne to hold a reserve in the Health and Dental dedicated fund an amount to be less than four (4) months of average costs of Health and Dental assessments including all administrative fees. Additionally, at no time shall the fund hold less than one million six hundred thousand dollars (\$1,600,000) in reserves at the close of any fiscal year. The Town Administrator shall report the status of the Trust Fund to the Board of Selectman in February of each year and make the necessary adjustments in conjunction with the Town Finance Director. Should an appropriation be necessary, the Town Administrator shall bring forth an article for a Special or Annual Town Meeting for approval by the Board of Selectmen.”*

As of February 28, 2023 the balance in the Employer Health Insurance Trust fund was \$7,759,737. Employees' contribution is \$1,993,233 and the town's contribution is \$5,766,504. The Employer Health Insurance Trust Fund is within policy.

### **Overlay Reserve**

The Board of Assessors recommend annually in December the amount required to be kept in the Overlay Reserve for next Fiscal Year.

As of February 28, 2023 the balance in the Overlay Reserve Fund was \$1,501,375. The recommended funding for FY24 remains the same from FY23 at \$100,000. The Overlay Reserve Fund is within stated policy.

### **Reserve Fund**

*"To budget an annual Reserve Fund under the authority of the Finance Committee for unexpected and unforeseen budget needs of at least 0.5% of the General Fund Operating Budget"*

In FY21 the prior Town Administrator recommended a change in policy for the Reserve Fund policy to be funded at \$350,000. Though this discussion has not taken place, FY24 is level-funded at \$350,000. If the Reserve Fund were to be funded at the policy's 0.5% of GFOB, the budgeted amount would have been \$385,936, a difference of \$35,936. While the Reserve Fund is not within the stated policy, the Finance Committee is comfortable with the recommended amount.

### **OPEB Trust Fund**

*"To maintain an OPEB Trust Fund to accumulate funds for Other than Pension Post-Employment benefits. The long term goal for the Trust Fund is to fully fund the OPEB Liability."*

\$872,538 was added to the fund at the fall 2022 special town meeting. As of February 28, 2023, the OPEB Trust Fund was funded at \$7,681,439.

Based on the analysis of Segal Consulting, the total 30-year OPEB liability as of June 30, 2022 was \$69,966,739 and 8.91% of the liability was funded. This liability is sensitive to both future interest rates and future health insurance costs.

To improve the bond rating of the Town, bond rating evaluations note the OPEB liability and the plans for addressing this liability are important. As always Bourne strives to make significant progress since its implementation. The OPEB Trust Fund continues to be funded in accordance with the stated policy.

### **Climate Resiliency & Infrastructure Stabilization Fund**

This fund was created to support planning to identify key climate-related hazards, vulnerabilities and strengths, and to develop adaptation actions. There is currently no financial policy for this fund. As of February 28, 2023, the balance in the Climate Resiliency & Infrastructure Stabilization Fund was \$101,487.

### **Special Education Reserve Fund**

There is currently no financial policy for this fund. When a student transfers unexpectedly into the district, the funds can quickly be depleted, so it's important to keep the fund reasonably funded. As of February 28, 2023, the balance of the Special Education Reserve Fund was \$360,605.

Article 12 of the annual town meeting will transfer \$100,000 from Free Cash to the Special Education Reserve Fund. This will bring the balance to \$460,605.

## **Free Cash Reserves**

*“To have a certified Free Cash balance of at least 5% the current Fiscal Year General Fund Operating Budget at the beginning of each Fiscal Year. The Free Cash Balance will be maintained at 5% of the General Fund Operating Budget during the Fiscal Year.”*

At the end of each fiscal year, any appropriated funds that have not been spent are turned back to the general fund and certified as Free Cash, and projected revenues are reconciled with actual revenues. Funds in the Free Cash reserves cannot be spent until certified. Once certified the funds have no restrictions on what they can be used for, hence why the term “free” is used. The town can ask voters at Town Meeting to appropriate Free Cash for any purpose, while keeping in mind that depleting Free Cash may suggest the community will face tighter financial constraints in the future. Free Cash should not supplement annual revenues, and a drawdown for this purpose might also have a negative impact on the town’s credit rating. Just like with FY22 and FY23, no Free Cash will be used for the FY24 budget.

## **Free Cash Financial Policy:**

In 2015 the following policy was implemented, consisting of two parts :

1. The town is to maintain a Free Cash Balance at 5% of the General Fund Operating Budget (GFOB). The proposed GFOB for FY24 is \$77,187,218. To be within financial policy guidelines, the minimum Free Cash Balance expected to be certified as of July 1, 2023 is \$3,859,360.90.

The proposed FY24 budget maintains Free Cash at this policy.

2. To appropriate no more than 50% of the Free Cash balance that is in excess of the 5% policy as operating revenue to balance the budget.

Like in FY22 and FY23, the proposed FY24 budget uses no Free Cash for the budget and maintains Free Cash at this policy.

Over FY23-FY24 it is anticipated that \$2,668,454.77 of the certified Free Cash will be used to cover expenses and fund transfers. After the proposed Special and Annual Town meeting expenditures from Free Cash, \$5,295,919.36 is anticipated to remain in Free Cash.

# Special Town Meeting Articles

## Special Town Meeting Article 1

### Revise General Bylaws by Replacing “Board of Selectmen” with “Select Board”

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

The change is straightforward, and no concerns or objections were raised during discussions.

FINAL VOTE: 9 - 0 - 0								
Renée Gratis		Thomas Joyce		Yes	Arthur Wayne Sampson	Yes		
Amanda Bongiovanni		Yes	Kathleen LeGacy		Yes	Steven Solbo	Yes	
James Sullivan		Yes	Richard Lavoie		Yes	William Towne		Yes
Katherine Jones		Yes						

## Special Town Meeting Article 2

### Transfer for Opioid Epidemic Response, and Creation of Prevention, Harm Reduction, Treatment, and Recovery Programs

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

While no concerns were raised about the creation of the fund, the committee did ask clarifying questions, such as receipt of funds, to understand procedurally how this would operate. Upon receiving the information, the committee supported moving forward with the article.

FINAL VOTE: 9 - 0 - 0								
Renée Gratis		Thomas Joyce		Yes	Arthur Wayne Sampson	Yes		
Amanda Bongiovanni		Yes	Kathleen LeGacy		Yes	Steven Solbo	Yes	
James Sullivan		Yes	Richard Lavoie		Yes	William Towne		Yes
Katherine Jones		Yes						

## Special Town Meeting Article 3

### Transfer for FY23 Capital Budget (Phase 2)

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

There were no concerns about the capital projects presented, and the committee believes this article should be brought before Special Town Meeting to release funds sooner so that better pricing options could be obtained and to get vehicles replaced sooner in anticipation of supply chain issues.

FINAL VOTE: 9 - 0 - 0			
Renée Gratis	Thomas Joyce	Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni Yes	Kathleen LeGacy	Yes	Steven Solbo Yes
James Sullivan Yes	Richard Lavoie	Yes	William Towne Yes
Katherine Jones Yes			

## Special Town Meeting Article 4

### CPA Project: Chamber Information Booth at Bourne Rotary

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

The committee understands the specific use of the \$45,000 is intended for the move, and any additional funds left over would be applied towards the rehabilitation.

FINAL VOTE: 9 - 0 - 0			
Renée Gratis	Thomas Joyce	Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni Yes	Kathleen LeGacy	Yes	Steven Solbo Yes
James Sullivan Yes	Richard Lavoie	Yes	William Towne Yes
Katherine Jones Yes			

## Special Town Meeting Article 5

### CPA Project: Keene House

RECOMMENDATION WILL BE MADE AT TOWN MEETING.

\$250,000 was proposed for this article, however the committee had concerns regarding definitive costs and plans not being solidified. While there are no guidelines the Finance Committee must follow, the committee decided to take time to wait for the requested information.

## Special Town Meeting Article 6

### Transfer for Bike Rack & Securing Devices Grant

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

The committee asked for clarification on use of funds and who would be installing the bike racks. Upon receiving that information the committee moved forward in support of the article.

FINAL VOTE: 9 - 0 - 0							
Renée Gratis		Thomas Joyce		Yes	Arthur Wayne Sampson	Yes	
Amanda Bongiovanni		Yes	Kathleen LeGacy		Yes	Steven Solbo	Yes
James Sullivan		Yes	Richard Lavoie		Yes	William Towne	Yes
Katherine Jones		Yes					

## **Special Town Meeting Article 7**

### **Repeal Bylaw Section 3.1.45. Prohibition on Marijuana Establishments**

The Finance Committee voted 6-3-0 to take no action.

By taking no action, the committee shows it neither supports nor opposes allowing marijuana dispensaries in town, thus putting the deciding power on to the voters at town meeting.

Members felt not enough time was given to fully review the bylaws and assess the impacts of repealing the prohibition. Compared to prior articles banning marijuana, members felt there did not seem to be a lot of community knowledge or engagement during the review process. Since this was a petitioned article, there was a concern the article was tailored to the benefit of the petitioners.

Other members voted against taking no action because they felt taking no action would be a missed opportunity to bring revenue into town. Some committee members believed they had enough understanding of the procedures to move forward with taking action.

Each member has their own personal opinion about whether marijuana sales should or should not be allowed in town. The concerns raised during discussion all pertained to procedure and the special interest of the petitioners.

FINAL VOTE: 6 - 3 - 0								
Renée Gratis		Thomas Joyce		Yes	Arthur Wayne Sampson		Yes	
Amanda Bongiovanni		Yes	Kathleen LeGacy		Yes	Steven Solbo		No
James Sullivan		No	Richard Lavoie		No	William Towne		Yes
Katherine Jones		Yes						

## **Special Town Meeting Article 8**

### **Amend Zoning Bylaw by Adding New Section 2250. Medical Marijuana and Marijuana Establishments**

RECOMMENDATION WILL BE MADE AT TOWN MEETING.

Because the Planning Board's public hearing on this zoning bylaw change is not until April 13, 2023, the committee's recommendation will be made at town meeting. The committee feels it is important for zoning articles to be reviewed by the Planning Board before issuing their recommendation.

# Annual Town Meeting Articles

## Annual Town Meeting Article 1

### Annual Consent Articles: Regular Required Authorizations, Elected Officials Salaries, Chapter 90, Reserve Fund, Revolving Funds, Accrued Contractual Compensated Absences

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

This is a standard annual article that committee members understand the mechanics of, and no questions or concerns were raised during discussion.

FINAL VOTE: 9 - 0 - 0			
Renée Gratis	Thomas Joyce	Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni Yes	Kathleen LeGacy	Yes	Steven Solbo Yes
James Sullivan Yes	Richard Lavoie	Yes	William Towne Yes
Katherine Jones Yes			

## Annual Town Meeting Article 2

### Regular Annual Expenses – Fiscal Year 2024 Budget

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

The committee examined individual department budgets as part of our annual budget review process. Nothing alarming was proposed, and all salary increases were contractual with no positions added this coming fiscal year. The department heads and the town administrator adequately answered all questions and provided clarifications.

FINAL VOTE: 9 - 0 - 0			
Renée Gratis	Thomas Joyce	Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni Yes	Kathleen LeGacy	Yes	Steven Solbo Yes
James Sullivan Yes	Richard Lavoie	Yes	William Towne Yes
Katherine Jones Yes			

## Annual Town Meeting Article 3

### Sewer Enterprise Budget

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

Upon explanation by the town administrator, the committee came to understand the recommended adjustments were based on actual operating costs and applying ARPA funds. It was stated the adjustment that came before the committee would be a one-time adjustment.

FINAL VOTE: 9 - 0 - 0			
Renée Gratis	Thomas Joyce	Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni Yes	Kathleen LeGacy	Yes	Steven Solbo Yes
James Sullivan Yes	Richard Lavoie	Yes	William Towne Yes
Katherine Jones Yes			

Annual Town Meeting Article 4  
ISWM Enterprise Budget

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

The committee reviewed the budget with the ISWM general manager, who provided sufficient answers to questions and concerns posed by the committee.

FINAL VOTE: 9 - 0 - 0			
Renée Gratis	Thomas Joyce	Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni Yes	Kathleen LeGacy	Yes	Steven Solbo Yes
James Sullivan Yes	Richard Lavoie	Yes	William Towne Yes
Katherine Jones Yes			

Annual Town Meeting Article 5  
Capital Budget – Fiscal Year 2024

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

The committee met with the town administrator and the department heads to hear explanations on each request, and the committee would like to point out that no borrowing would be required.

FINAL VOTE: 9 - 0 - 0			
Renée Gratis	Thomas Joyce	Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni Yes	Kathleen LeGacy	Yes	Steven Solbo Yes
James Sullivan Yes	Richard Lavoie	Yes	William Towne Yes
Katherine Jones Yes			

## Annual Town Meeting Article 6

### Reports and Recommendations of Committees and Town Officers

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

The committee supports giving committees and town officers the opportunity to report directly to voters at town meeting.

FINAL VOTE: 9 - 0 - 0 to approve			
Renée Gratis	Thomas Joyce	Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni Yes	Kathleen LeGacy	Yes	Steven Solbo Yes
James Sullivan Yes	Richard Lavoie	Yes	William Towne Yes
Katherine Jones Yes			

## Annual Town Meeting Article 7

### Community Preservation Fund Projects

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

The committee met with the Chair of the Community Preservation Committee, as well all the sponsors of each project. Any questions or concerns raised by committee members during discussions were appropriately answered.

FINAL VOTE: 9 - 0 - 0			
Renée Gratis	Thomas Joyce	Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni Yes	Kathleen LeGacy	Yes	Steven Solbo Yes
James Sullivan Yes	Richard Lavoie	Yes	William Towne Yes
Katherine Jones Yes			

## Annual Town Meeting Article 8

### Community Preservation Committee – Administrative & Operating Expenses

The Finance Committee voted unanimously 8-0-0 to recommend approval of this article.

The Chair of the Community Preservation Committee met with the Finance Committee and requested the same amount for operating costs as FY23.

<b>FINAL VOTE: 8 - 0 - 0</b>			
Renée Gratis	Thomas Joyce	Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni Yes	Kathleen LeGacy		Steven Solbo Yes
James Sullivan Yes	Richard Lavoie	Yes	William Towne Yes
Katherine Jones Yes			

## Annual Town Meeting Article 9

### Stabilization Fund

The Finance Committee voted unanimously 8-0-0 to recommend approval of this article.

This annual article was brought to the committee, and the Finance Director confirmed this was in compliance with the established Stabilization Fund policy.

<b>FINAL VOTE: 8 - 0 - 0</b>			
Renée Gratis	Thomas Joyce	Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni Yes	Kathleen LeGacy		Steven Solbo Yes
James Sullivan Yes	Richard Lavoie	Yes	William Towne Yes
Katherine Jones Yes			

## Annual Town Meeting Article 10

### Capital Stabilization Fund

The Finance Committee voted unanimously 8-0-0 to recommend approval of this article.

The committee reviewed this standard article and confirmed compliance with the Capital Stabilization Fund policy.

<b>FINAL VOTE: 8 - 0 - 0</b>			
Renée Gratis	Thomas Joyce	Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni Yes	Kathleen LeGacy		Steven Solbo Yes
James Sullivan Yes	Richard Lavoie	Yes	William Towne Yes
Katherine Jones Yes			

## Annual Town Meeting Article 11

### Human Resources Grant Program

The Finance Committee voted unanimously 8-0-0 to recommend approval of this article.

The Council on Aging Director presented the request to the committee. Since this is a straightforward request, no questions or concerns were raised.

<b>FINAL VOTE: 8 - 0 - 0</b>			
Renée Gratis	Thomas Joyce	Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni Yes	Kathleen LeGacy		Steven Solbo Yes
James Sullivan Yes	Richard Lavoie	Yes	William Towne Yes
Katherine Jones Yes			

## Annual Town Meeting Article 12

### Special Education Reserve Fund

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

This article was brought to the committee to replenish the Special Education Reserve Fund. The committee acknowledges the importance of having the funding available to meet the obligations for students.

<b>FINAL VOTE: 9 - 0 - 0</b>			
Renée Gratis	Thomas Joyce	Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni Yes	Kathleen LeGacy	Yes	Steven Solbo Yes
James Sullivan Yes	Richard Lavoie	Yes	William Towne Yes
Katherine Jones Yes			

## Annual Town Meeting Article 13

### Amend Article 27 at May 8, 2000 ATM regarding Senior Tax Work-Off Program

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

The committee met with the Council on Aging Director, who gave a clear explanation of the increase request. No questions or concerns were raised by the committee.

<b>FINAL VOTE: 9 - 0 - 0 to approve</b>			
Renée Gratis	Thomas Joyce	Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni Yes	Kathleen LeGacy	Yes	Steven Solbo Yes
James Sullivan Yes	Richard Lavoie	Yes	William Towne Yes
Katherine Jones Yes			

## **Annual Town Meeting Article 14**

### **Amend Bylaw 3.7. Wetland and Natural Resources Protection, Section 3.7.3: Notice of Hearings**

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

The committee reviewed this General Bylaw amendment with the Conservation Agent who was presenting on behalf of the Conservation Commission. The amendment was vetted by the Bylaw Committee before coming to the Finance Committee, who had no questions or concerns.

<b>FINAL VOTE: 9 - 0 - 0</b>			
Renée Gratis		Thomas Joyce Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni	Yes	Kathleen LeGacy Yes	Steven Solbo Yes
James Sullivan	Yes	Richard Lavoie Yes	William Towne Yes
Katherine Jones	Yes		

## **Annual Town Meeting Article 15**

### **Amend Bylaw 3.7. Wetland and Natural Resources Protection, Section 3.7.4: Definitions; Regulations ‘Adjoining Land Areas’**

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

The Conservation Agent reviewed this General Bylaw amendment with the committee after it was vetted by the Bylaw Committee. After the presentation, the Finance Committee did not have any questions or require any additional information.

<b>FINAL VOTE: 9 - 0 - 0</b>			
Renée Gratis		Thomas Joyce Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni	Yes	Kathleen LeGacy Yes	Steven Solbo Yes
James Sullivan	Yes	Richard Lavoie Yes	William Towne Yes
Katherine Jones	Yes		

## **Annual Town Meeting Article 16**

### **Amend Bylaw 3.7. Wetland and Natural Resources Protection, Section 3.7.13: Waiver**

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

The committee reviewed this General Bylaw amendment with the Conservation Agent after it had been approved by the Bylaw Committee. None of the committee members had questions or concerns.

<b>FINAL VOTE: 9 - 0 - 0</b>			
Renée Gratis		Thomas Joyce Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni	Yes	Kathleen LeGacy Yes	Steven Solbo Yes
James Sullivan	Yes	Richard Lavoie Yes	William Towne Yes
Katherine Jones	Yes		

## **Annual Town Meeting Article 17**

### **Amend Bylaw 1.7, Recreation Committee, Section 1.7.1. Membership, Section 1.7.2. Organization, Section 1.7.3. Duties and Responsibilities**

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

The committee was presented with the changes by the representative of the Recreation Committee, and were in agreement with the changes. This change is also supported by the Bylaw Committee and Recreation Committee.

<b>FINAL VOTE: 9 - 0 - 0</b>			
Renée Gratis		Thomas Joyce Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni	Yes	Kathleen LeGacy Yes	Steven Solbo Yes
James Sullivan	Yes	Richard Lavoie Yes	William Towne Yes
Katherine Jones	Yes		

## **Annual Town Meeting Article 18**

### **Accept G.L. c. 41, §110A to Allow Municipal Offices to Treat Saturdays as Holidays**

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

The committee met with the Town Clerk, and voter registration was the only concern raised. The Town Clerk advised this would not hinder voter registration

<b>FINAL VOTE: 9 - 0 - 0</b>			
Renée Gratis		Thomas Joyce Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni	Yes	Kathleen LeGacy Yes	Steven Solbo Yes
James Sullivan	Yes	Richard Lavoie Yes	William Towne Yes
Katherine Jones	Yes		

# Annual Town Meeting Article 19

## Rescind Borrowing Authority

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

The only question posed by the committee was why the borrowing is being rescinded, and the town administrator explained the funding was redundant as it had been covered by another article approved at a prior town meeting.

FINAL VOTE: 9 - 0 - 0			
Renée Gratis		Thomas Joyce                      Yes	Arthur Wayne Sampson                      Yes
Amanda Bongiovanni	Yes	Kathleen LeGacy                      Yes	Steven Solbo                      Yes
James Sullivan	Yes	Richard Lavoie                      Yes	William Towne                      Yes
Katherine Jones	Yes		

# Annual Town Meeting Article 20

## Authorize Land Transfer for the Keene House

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

The committee understands this is a contingency plan for the Keene House, and voted approval to ensure this option would be available.

FINAL VOTE: 9 - 0 - 0			
Renée Gratis		Thomas Joyce                      Yes	Arthur Wayne Sampson                      Yes
Amanda Bongiovanni	Yes	Kathleen LeGacy                      Yes	Steven Solbo                      Yes
James Sullivan	Yes	Richard Lavoie                      Yes	William Towne                      Yes
Katherine Jones	Yes		

# Annual Town Meeting Article 21

## CPA Project: Forward at the Rock Phase II

The Finance Committee voted unanimously 9-0-0 to recommend approval of this article.

The question was posed if use of CPA funds for a project in another town was legal. The Chair of the Community Preservation Committee confirmed that CPA funding could be used for this project, and the committee also received the same confirmation from town counsel. There was back and forth discussion with clarifications requested, and adequate answers were provided to the committee.

<b>FINAL VOTE: 9 - 0 - 0</b>			
Renée Gratis		Thomas Joyce Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni	Yes	Kathleen LeGacy Yes	Steven Solbo Yes
James Sullivan	Yes	Richard Lavoie Yes	William Towne Yes
Katherine Jones	Yes		

## Annual Town Meeting Article 22

### Amend Bylaw 3.1. Public Safety and Good Order, Section 3.1.23 Disturbances

The Finance Committee voted unanimously 9-0-0 to recommend indefinite postponement.

Prior to the Finance Committee's review, the private petitioner requested to withdraw the article. The Finance Committee understands that process dictates one person cannot act on behalf of everybody who signed the petition.

<b>FINAL VOTE: 9 - 0 - 0</b> indefinite postponement			
Renée Gratis		Thomas Joyce Yes	Arthur Wayne Sampson Yes
Amanda Bongiovanni	Yes	Kathleen LeGacy Yes	Steven Solbo Yes
James Sullivan	Yes	Richard Lavoie Yes	William Towne Yes
Katherine Jones	Yes		

## APPENDIX B

### Fiscal Year 2024 Operating Budget

<b>B.1. Sources and Uses.....</b>	<b>73</b>
<b>B.2. Free Cash &amp; Enterprise Fund Retained Earnings Analysis.....</b>	<b>76</b>
<b>B.3. Article 2 – General Fund Operating Budget.....</b>	<b>77</b>
<b>B.4. Articles 3 &amp; 4 – Enterprise Fund Operating Budget.....</b>	<b>90</b>
<b>B.5. FY24 Long Term Plan.....</b>	<b>96</b>
<b>B.6. Revolving Fund Expenditure Report.....</b>	<b>98</b>

<b>FISCAL 2023 &amp; 2024 SOURCES &amp; USES OF FUNDS</b>				
	<b>Adopted Budget 2023</b>	<b>Proposed Budget 2024</b>	<b>\$ Increase / Decrease over Prior Year</b>	<b>% Increase / Decrease over Prior Year</b>
<b>GENERAL FUND REVENUES</b>				
<b><u>Property Taxes</u></b>				
Prior Year Tax Levy Limit	\$ 52,038,832	\$ 54,262,372	\$ 2,223,540	4.27%
PY - Amended New Growth				
2.5% Allowance	1,300,970	1,356,559	55,589	4.27%
New Growth	922,570	400,000	(522,570)	-56.64%
Override	-	-	-	-
<b>Sub-total</b>	<b>54,262,372</b>	<b>56,018,931</b>	<b>1,756,559</b>	<b>3.24%</b>
Debt Exclusion	4,161,726	3,994,396	(167,330)	-4.02%
Cape Cod Commission Tax	210,747	216,000	5,253	2.49%
Unused Levy Capacity	(6,976)	-	6,976	
<b>Total Tax Levy</b>	<b>58,627,869</b>	<b>60,229,327</b>	<b>1,601,458</b>	<b>2.73%</b>
<b><u>State Aid</u></b>				
General/Non Earmarked	2,830,404	2,948,322	117,918	4.17%
Education	6,349,501	6,580,398	230,897	3.64%
<b>Total State Aid</b>	<b>9,179,905</b>	<b>9,528,720</b>	<b>348,815</b>	<b>3.80%</b>
<b><u>Local Receipts</u></b>				
Motor Vehicle Excise	2,784,116	3,130,201	346,085	12.43%
Other Excise - Meals Tax	400,000	500,000	100,000	25.00%
Other Excise - Room/Hotel	300,000	600,000	300,000	100.00%
Other Excise - Boat	55,000	55,000	-	0.00%
Penalties & Interest	175,000	200,000	25,000	14.29%
Payments in Lieu	20,000	20,000	-	0.00%
Marinas	1,260,000	1,260,000	-	0.00%
Other Dept Revenue	275,000	275,000	-	0.00%
Licenses & Permits	700,000	800,000	100,000	14.29%
Fines & Forfeits	130,000	130,000	-	0.00%
Investment Income	25,000	50,000	25,000	100.00%
Miscellaneous-Recurring	630,000	630,000	-	0.00%
Miscellaneous-Recurring Energy Credits	700,000	700,000	-	0.00%
Miscellaneous-Non Recurring	64,116	61,204	(2,912)	-4.54%
<b>Total Local Receipts</b>	<b>7,518,232</b>	<b>8,411,405</b>	<b>893,173</b>	<b>11.88%</b>
<b><u>Other Sources</u></b>				
ISWM General Fund Support	2,390,996	2,441,696	50,700	2.12%
Sewer General Fund Support	153,587	157,003	3,416	2.22%
<b>Total Other Sources</b>	<b>2,544,583</b>	<b>2,598,699</b>	<b>54,116</b>	<b>2.13%</b>
<b><u>Special Revenues</u></b>				
Conservation Comm. RFA	30,000	30,000	-	0.00%
PL 874 Grant Fund	150,000	100,000	(50,000)	-33.33%
Ambulance Fund	1,500,000	1,500,000	-	0.00%
CPA Fund Revenues for Debt Service	454,753	271,025	(183,728)	-40.40%
Community Septic Management Program	19,470	19,455	(15)	-0.08%
Waterways Improvement Fund	140,000	140,000	-	0.00%
TNC Rideshare Fund	-	7,081	7,081	
<b>Total Special Revenue Funds</b>	<b>2,294,223</b>	<b>2,067,561</b>	<b>(226,662)</b>	<b>-9.88%</b>
<b>Total General Fund Revenues</b>	<b>80,164,812</b>	<b>82,835,712</b>	<b>2,670,900</b>	<b>3.33%</b>
<b><u>Use of Reserves</u></b>				
Free Cash for Budget	-	-	-	
Capital Stabilization for Debt Service	631,500	1,120,000	488,500	77.36%
<b>Total Use of Reserves</b>	<b>631,500</b>	<b>1,120,000</b>	<b>488,500</b>	<b>77.36%</b>
<b>Grand Total Revenues</b>	<b>\$ 80,796,312</b>	<b>\$ 83,955,712</b>	<b>\$ 3,159,400</b>	<b>3.91%</b>

<b>FISCAL 2023 &amp; 2024 SOURCES &amp; USES OF FUNDS</b>				
	<b>Adopted Budget 2023</b>	<b>Proposed Budget 2024</b>	<b>\$ Increase / Decrease over Prior Year</b>	<b>% Increase / Decrease over Prior Year</b>
<b>GENERAL FUND EXPENSES</b>				
<b><u>Town Budget</u></b>				
General Government Services	\$ 4,241,783	\$ 4,471,061	\$ 229,278	5.41%
Public Safety Services	12,334,556	12,702,109	367,553	2.98%
Public Works Services	2,836,374	3,437,639	601,265	21.20%
Health & Human Services	982,255	998,207	15,952	1.62%
Culture & Recreation Services	1,017,469	1,039,050	21,581	2.12%
Total Town	<b>21,412,437</b>	<b>22,648,066</b>	<b>1,235,629</b>	<b>5.77%</b>
<b><u>Schools</u></b>				
Bourne School Department	24,938,159	25,818,363	880,204	3.53%
Upper Cape Technical School	3,262,825	3,624,750	361,925	11.09%
Total Schools	<b>28,200,984</b>	<b>29,443,113</b>	<b>1,242,129</b>	<b>4.40%</b>
<b><u>Shared Costs</u></b>				
Shared Costs-Public Utilities	1,566,607	1,581,000	14,393	0.92%
Shared Costs	16,174,597	16,680,539	505,942	3.13%
Total Shared Costs	<b>17,741,204</b>	<b>18,261,539</b>	<b>520,335</b>	<b>2.93%</b>
<b>Total Operating Budget</b>	<b>67,354,625</b>	<b>70,352,718</b>	<b>2,998,093</b>	<b>4.45%</b>
<b><u>Capital Budgets</u></b>				
Debt Service Budget Non Exempt	2,274,380	2,805,125	530,745	23.34%
Debt Service Budget Exempt	4,201,120	4,029,375	(171,745)	-4.09%
Total Debt Service	<b>6,475,500</b>	<b>6,834,500</b>	<b>359,000</b>	<b>5.54%</b>
<b>Total General Fund Budget</b>	<b>73,830,125</b>	<b>77,187,218</b>	<b>3,357,093</b>	<b>4.55%</b>
<b><u>General Articles</u></b>				
Reserve Fund	350,000	350,000	-	0.00%
<b>Total General Articles</b>	<b>350,000</b>	<b>350,000</b>	<b>-</b>	<b>0.00%</b>
<b><u>Off-Budget Expenditures</u></b>				
Cherry Sheet Assessments	5,306,058	5,438,356	132,298	2.49%
Cherry Sheet Offsets*	613,181	880,138	266,957	43.54%
Overlay Reserve	696,948	100,000	(596,948)	-85.65%
<b>Total Off Budget Expenses</b>	<b>6,616,187</b>	<b>6,418,494</b>	<b>(197,693)</b>	<b>-2.99%</b>
<b>Grand Total Expenses</b>	<b>\$ 80,796,312</b>	<b>\$ 83,955,712</b>	<b>\$ 3,159,400</b>	<b>3.91%</b>

<b>FISCAL 2023 &amp; 2024 SOURCES &amp; USES OF FUNDS</b>				
	<b>Adopted Budget 2023</b>	<b>Proposed Budget 2024</b>	<b>\$ Increase / Decrease over Prior Year</b>	<b>% Increase / Decrease over Prior Year</b>
<b>SEWER REVENUES</b>				
<b><u>Revenues</u></b>				
Retained Earnings	\$ 74,000	\$ 150,000	\$ 76,000	102.70%
Retained Earnings for Articles	-	-	-	100.00%
Sewer Enterprise Revenues	1,446,638	1,628,968	182,330	12.60%
<b>Total Revenues</b>	<b>\$ 1,520,638</b>	<b>\$ 1,778,968</b>	<b>\$ 258,330</b>	<b>16.99%</b>
<b>SEWER EXPENSES</b>				
<b><u>Expenditures</u></b>				
Salaries & Wages	\$ 189,441	\$ 193,440	\$ 3,999	2.11%
Expenses	1,127,610	1,328,525	200,915	17.82%
General Fund Admin. Fees	153,587	157,003	3,416	2.22%
<b>Total Operating Budget</b>	<b>1,470,638</b>	<b>1,678,968</b>	<b>208,330</b>	<b>14.17%</b>
<b><u>Off Budget Expenditures</u></b>				
Reserve Fund	50,000	100,000	50,000	100.00%
<b>Total Off Budget Expenditures</b>	<b>50,000</b>	<b>100,000</b>	<b>50,000</b>	<b>100.00%</b>
<b>Grand Total Expenses</b>	<b>\$ 1,520,638</b>	<b>\$ 1,778,968</b>	<b>\$ 258,330</b>	<b>16.99%</b>
<b>ISWM REVENUES</b>				
<b><u>Operating Revenues</u></b>				
Retained Earnings	\$ -	\$ -	\$ -	
Facility Receipts	13,263,043	13,794,731	531,688	4.01%
<b>Total Revenues</b>	<b>13,263,043</b>	<b>13,794,731</b>	<b>531,688</b>	<b>4.01%</b>
<b><u>Use of Reserves</u></b>				
Post Closure Reserves	-	-	-	
Retained Earnings for Articles	-	-	-	
<b>Total Use of Reserves</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Grand Total Revenues</b>	<b>\$ 13,263,043</b>	<b>\$ 13,794,731</b>	<b>\$ 531,688</b>	<b>4.01%</b>
<b>ISWM EXPENSES</b>				
<b><u>Operating Expenditures</u></b>				
Salaries & Wages	\$ 2,234,137	\$ 2,319,692	\$ 85,555	3.83%
Expenses	7,137,910	7,508,343	370,433	5.19%
General Fund Admin. Fees	2,390,996	2,441,696	50,700	2.12%
Host Community Fee	900,000	925,000	25,000	2.78%
<b>Total Expenditures</b>	<b>12,663,043</b>	<b>13,194,731</b>	<b>531,688</b>	<b>4.20%</b>
<b><u>Off Budget Expenditures</u></b>				
Reserve Fund	600,000	600,000	-	0.00%
<b>Total Off Budget Expenditures</b>	<b>600,000</b>	<b>600,000</b>	<b>-</b>	<b>0.00%</b>
<b>Grand Total Expenses</b>	<b>\$ 13,263,043</b>	<b>\$ 13,794,731</b>	<b>\$ 531,688</b>	<b>4.01%</b>

## General Fund

			Free Cash as a % of	Excess over	Policy Allowance FC	
			Free Cash Balance	GFOB	5% of GFOB	For Budget
<b>Certified Free Cash Balance, 7/1/2022</b>			<b>\$ 9,493,947.00</b>	12.3%	\$ 5,634,586.10	\$ 2,817,293.05
10/24/22	FTM A#4 Other Post-Employment Benefits Liability	\$ (582,538.00)	\$ 8,911,409.00	11.5%	\$ 5,052,048.10	\$ 2,526,024.05
10/24/22	FTM A#5 Compensated Absences	\$ (150,000.00)	\$ 8,761,409.00	11.4%	\$ 4,902,048.10	\$ 2,451,024.05
10/24/22	FTM A#6 Capital Program	\$ (165,000.00)	\$ 8,596,409.00	11.1%	\$ 4,737,048.10	\$ 2,368,524.05
10/24/22	FTM A#9 Capital Stabilization Fund (Excess Host Community Fee)	\$ (306,034.87)	\$ 8,290,374.13	10.7%	\$ 4,431,013.23	\$ 2,215,506.62
	<b>Subtotal FTM</b>	<b>\$ (1,203,572.87)</b>				
5/1/23	STM A#2 Opioid Settlement Funds	\$ (167,316.77)	\$ 8,123,057.36	10.5%	\$ 4,263,696.46	\$ 2,131,848.23
5/1/23	STM A#3 Capital Program	\$ (961,820.00)	\$ 7,161,237.36	9.3%	\$ 3,301,876.46	\$ 1,650,938.23
5/1/23	STM A#6 Bike Rack & Securing Grant Deficit	\$ (1,137.00)	\$ 7,160,100.36	9.3%	\$ 3,300,739.46	\$ 1,650,369.73
	<b>Subtotal STM</b>	<b>\$ (1,130,273.77)</b>				
5/1/23	ATM A#1 Compensated Absences	\$ (100,000.00)	\$ 7,060,100.36	9.1%	\$ 3,200,739.46	\$ 1,600,369.73
5/1/23	ATM A#5 Capital Program	\$ (1,103,181.00)	\$ 5,956,919.36	7.7%	\$ 2,097,558.46	\$ 1,048,779.23
5/1/23	ATM A#9 Stabilization	\$ (200,000.00)	\$ 5,756,919.36	7.5%	\$ 1,897,558.46	\$ 948,779.23
5/1/23	ATM A#10 Capital Stabilization	\$ (341,000.00)	\$ 5,415,919.36	7.0%	\$ 1,556,558.46	\$ 778,279.23
5/1/23	ATM A#11 Human Services	\$ (20,000.00)	\$ 5,395,919.36	7.0%	\$ 1,536,558.46	\$ 768,279.23
5/1/23	ATM A#12 Special Education Reserve Fund	\$ (100,000.00)	\$ 5,295,919.36	6.9%	\$ 1,436,558.46	\$ 718,279.23
		\$ -	\$ 5,295,919.36	6.9%	\$ 1,436,558.46	\$ 718,279.23
	<b>Subtotal ATM</b>	<b>\$ (1,864,181.00)</b>				
	<b>Total Used All Meetings</b>	<b>\$ (4,198,027.64)</b>				

		Retained Earnings	
		Balance	
<b>Certified Retained Earnings, 7/1/2022</b>		\$	<b>856,819.00</b>
10/24/2022	FTM A#4 Other Post-Employment Benefits Liability	\$ (30,000.00)	\$ 826,819.00
5/1/2023	ATM A#3 Sewer Department Budget	<u>(150,000.00)</u>	\$ 676,819.00
	<b>Total Used</b>	\$ <u>(180,000.00)</u>	

		FY2023 Operating Expenses	\$	9,372,047.00	
		FY2023 Operating Expenses per Month	\$	781,003.92	
		Working Capital = 3 months or 25%	\$	2,343,011.75	
				Retained Earnings	Excess over
				Balance	Capital %
Certified Retained Earnings, 7/1/2022			\$	10,219,777.00	
10/24/2022 FTM A#4 Other Post-Employment Benefits Liability	\$	(260,000.00)	\$	9,959,777.00	7,876,765.25 336%
FTM A#7 Amend A#6 Voted at 10/28/19 STM					
10/24/2022 (supplemental appropriation)		(225,000.00)	\$	9,734,777.00	7,391,765.25 315%
FTM A#8 - Amend A#5 Voted at 5/3/2021 ATM					
10/24/2022 (supplemental appropriation)		(50,000.00)	\$	9,684,777.00	7,341,765.25 313%
3/3/1/2023 2023 Closure and Post Closure Adjustments		(2,573,062.00)	\$	7,111,715.00	4,768,703.25 204%
5/1/2023 ATM A#5 - Capital Program		(1,015,650.00)	\$	6,096,065.00	3,753,053.25 160%
Total Used	\$	(4,123,712.00)			

# TOWN OF BOURNE

## 2024 Town Budget

	2022 App	2022 Exp	2023 App	2023 Exp	Select Board
<b>Function GENERAL GOVERNMENT</b>					
<b>Dept 112-TOWN REPORTS</b>					
Expense	6,500.00	4,165.54	6,500.00	3,937.92	4,000.00
Total	6,500.00	4,165.54	6,500.00	3,937.92	4,000.00
<b>Dept 113-TOWN MEETING</b>					
Salaries	4,144.00	2,215.66	4,144.00	391.92	2,644.00
Expense	7,440.00	7,338.33	16,000.00	2,259.40	24,000.00
Total	11,584.00	9,553.99	20,144.00	2,651.32	26,644.00
<b>Dept 122-SELECTMEN</b>					
Salaries	18,870.00	18,870.00	18,870.00	14,152.50	18,870.00
Expense	15,300.00	11,695.98	15,300.00	11,906.86	11,900.00
Total	34,170.00	30,565.98	34,170.00	26,059.36	30,770.00
<b>Dept 123-TOWN ADMINISTRATOR</b>					
Salaries	471,751.00	415,696.37	491,667.00	314,822.91	528,277.00
Expense	146,500.00	73,903.00	86,500.00	100,079.29	89,000.00
Total	618,251.00	489,599.37	578,167.00	414,902.20	617,277.00
<b>Dept 129-HUMAN RESOURCE</b>					
Salaries	100,000.00	0.00	100,000.00	69,727.84	102,000.00
Expense	14,875.00	8,359.00	14,875.00	4,219.24	45,375.00
Total	114,875.00	8,359.00	114,875.00	73,947.08	147,375.00
<b>Dept 130-FINANCE DEPARTMENT</b>					
Salaries	744,025.34	711,590.04	809,121.00	563,446.26	820,379.00
Expense	132,221.00	91,262.42	181,165.00	117,069.18	146,975.00
Total	876,246.34	802,852.46	990,286.00	680,515.44	967,354.00
<b>Dept 132-EMPLOYMENT SERVICES</b>					
Expense	30,500.00	30,408.48	30,500.00	5,051.08	0.00
Total	30,500.00	30,408.48	30,500.00	5,051.08	0.00

# TOWN OF BOURNE

## 2024 Town Budget

	2022 App	2022 Exp	2023 App	2023 Exp	Select Board
<b>Function GENERAL GOVERNMENT</b>					
<b>Dept 136-INDEPENDENT AUDIT</b>					
Expense	70,000.00	57,750.00	80,000.00	67,260.05	80,000.00
Total	70,000.00	57,750.00	80,000.00	67,260.05	80,000.00
<b>Dept 151-LEGAL</b>					
Expense	315,000.00	288,174.42	300,000.00	285,036.31	300,000.00
Total	315,000.00	288,174.42	300,000.00	285,036.31	300,000.00
<b>Dept 155-MGMT INFO SYSTEMS</b>					
Salaries	183,327.00	55,622.84	124,455.00	94,904.30	149,533.00
Expense	238,500.00	231,289.61	262,350.00	189,954.86	342,682.00
Total	421,827.00	286,912.45	386,805.00	284,859.16	492,215.00
<b>Dept 156-POSTAGE &amp; COPY MACHINE</b>					
Expense	104,000.00	101,863.69	89,000.00	88,024.63	104,000.00
Total	104,000.00	101,863.69	89,000.00	88,024.63	104,000.00
<b>Dept 161-TOWN CLERK</b>					
Salaries	235,512.00	220,486.98	241,315.00	165,595.12	236,602.00
Expense	18,250.00	15,945.76	19,950.00	6,028.80	11,750.00
Total	253,762.00	236,432.74	261,265.00	171,623.92	248,352.00
<b>Dept 162-ELECTION &amp; REGISTRATION</b>					
Salaries	30,500.00	28,571.02	85,500.00	94,418.75	66,200.00
Expense	37,700.00	19,620.32	43,200.00	31,407.90	41,200.00
Total	68,200.00	48,191.34	128,700.00	125,826.65	107,400.00
<b>Dept 171-CONSERVATION COMMISSION</b>					
Salaries	116,777.00	85,314.59	114,542.00	85,412.11	125,475.00
Expense	55,250.00	29,354.07	5,650.00	4,849.33	7,000.00
Total	172,027.00	114,668.66	120,192.00	90,261.44	132,475.00
<b>Dept 172-PLANNING DEPARTMENT</b>					
Salaries	230,047.00	197,300.09	212,204.00	144,318.29	220,551.00
Expense	7,550.00	2,235.96	6,950.00	3,770.02	6,950.00
Total	237,597.00	199,536.05	219,154.00	148,088.31	227,501.00

# TOWN OF BOURNE

## 2024 Town Budget

	2022 App	2022 Exp	2023 App	2023 Exp	Select Board
<b>Function GENERAL GOVERNMENT</b>					
<b>Dept 176-BOARD OF APPEALS</b>					
Expense	2,850.00	1,251.12	2,850.00	1,187.19	2,850.00
Total	2,850.00	1,251.12	2,850.00	1,187.19	2,850.00
<b>Dept 177-ENGINEERING DEPT.</b>					
Salaries	79,954.00	79,953.18	83,252.00	60,916.39	87,735.00
Expense	18,050.00	13,263.49	70,250.00	21,298.79	76,950.00
Total	98,004.00	93,216.67	153,502.00	82,215.18	164,685.00
<b>Dept 197-FACILITIES MANAGEMENT</b>					
Salaries	293,362.00	194,561.63	369,643.00	220,116.88	463,063.00
Expense	281,378.00	248,339.08	381,316.00	278,238.45	325,900.00
Total	574,740.00	442,900.71	750,959.00	498,355.33	788,963.00
<b>Dept 198-BUZZARDS BAY ACTION COMMITTEE</b>					
Expense	2,125.00	2,124.00	2,200.00	2,166.48	2,200.00
Total	2,125.00	2,124.00	2,200.00	2,166.48	2,200.00
<b>Dept 199-TELEPHONE ACCOUNT</b>					
Expense	26,500.00	26,211.99	26,500.00	18,327.76	27,000.00
Total	26,500.00	26,211.99	26,500.00	18,327.76	27,000.00
<b>GENERAL GOVERNMENT</b>					
Total	4,038,758.34	3,274,738.66	4,295,769.00	3,070,296.81	4,471,061.00

# TOWN OF BOURNE

## 2024 Town Budget

	2022 App	2022 Exp	2023 App	2023 Exp	Select Board
<b>Function PUBLIC SAFETY</b>					
<b>Dept 210-POLICE DEPT</b>					
Salaries	4,458,725.00	4,436,182.29	4,916,618.00	3,478,772.75	5,224,110.00
Expense	422,785.00	395,928.87	476,975.00	260,493.56	390,700.00
<b>Total</b>	<b>4,881,510.00</b>	<b>4,832,111.16</b>	<b>5,393,593.00</b>	<b>3,739,266.31</b>	<b>5,614,810.00</b>
<b>Dept 215-EMERGENCY MEDICAL SERVICES</b>					
Expense	16,500.00	9,995.00	10,000.00	9,999.00	10,000.00
<b>Total</b>	<b>16,500.00</b>	<b>9,995.00</b>	<b>10,000.00</b>	<b>9,999.00</b>	<b>10,000.00</b>
<b>Dept 220-FIRE DEPT</b>					
Salaries	4,136,052.00	4,136,024.89	4,480,410.00	3,165,307.31	4,653,438.00
Expense	666,000.00	584,331.70	720,030.00	409,131.79	642,480.00
<b>Total</b>	<b>4,802,052.00</b>	<b>4,720,356.59</b>	<b>5,200,440.00</b>	<b>3,574,439.10</b>	<b>5,295,918.00</b>
<b>Dept 240-INSPECTION DEPT</b>					
Salaries	308,554.00	314,406.00	309,874.00	237,746.20	326,265.00
Expense	28,210.00	23,416.16	30,355.00	20,951.80	29,820.00
<b>Total</b>	<b>336,764.00</b>	<b>337,822.16</b>	<b>340,229.00</b>	<b>258,698.00</b>	<b>356,085.00</b>
<b>Dept 291-EMERGENCY PREPAREDNESS</b>					
Salaries	19,258.00	19,256.59	19,645.00	14,091.98	20,140.00
Expense	41,090.00	40,540.53	13,690.00	10,702.33	16,600.00
<b>Total</b>	<b>60,348.00</b>	<b>59,797.12</b>	<b>33,335.00</b>	<b>24,794.31</b>	<b>36,740.00</b>
<b>Dept 295-DEPT.NATURAL RESOURCES</b>					
Salaries	794,041.00	768,521.53	790,124.00	540,391.48	832,211.00
Expense	511,710.00	536,038.77	564,435.00	433,465.15	553,945.00
<b>Total</b>	<b>1,305,751.00</b>	<b>1,304,560.30</b>	<b>1,354,559.00</b>	<b>973,856.63</b>	<b>1,386,156.00</b>
<b>Dept 297-GNAT FLY CONTROL</b>					
Expense	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00
<b>Total</b>	<b>2,400.00</b>	<b>2,400.00</b>	<b>2,400.00</b>	<b>2,400.00</b>	<b>2,400.00</b>
<b>PUBLIC SAFETY</b>					
<b>Total</b>	<b>11,405,325.00</b>	<b>11,267,042.33</b>	<b>12,334,556.00</b>	<b>8,583,453.35</b>	<b>12,702,109.00</b>

# TOWN OF BOURNE

## 2024 Town Budget

	2022 App	2022 Exp	2023 App	2023 Exp	Select Board
<b>Function EDUCATION</b>					
<b>Dept 300-BOURNE PUBLIC SCHOOLS</b>					
<b>Expense</b>	24,251,247.00	0.00	24,938,159.00	0.00	25,818,363.00
<b>Total</b>	24,251,247.00	0.00	24,938,159.00	0.00	25,818,363.00
<b>Dept 301-VOCATIONAL SCHOOL</b>					
<b>Expense</b>	3,274,672.00	3,274,672.00	3,262,825.00	3,262,825.00	3,624,750.00
<b>Total</b>	3,274,672.00	3,274,672.00	3,262,825.00	3,262,825.00	3,624,750.00
<b>EDUCATION</b>					
<b>Total</b>	<b>27,525,919.00</b>	<b>3,274,672.00</b>	<b>28,200,984.00</b>	<b>3,262,825.00</b>	<b>29,443,113.00</b>

# TOWN OF BOURNE

## 2024 Town Budget

	2022 App	2022 Exp	2023 App	2023 Exp	Select Board
<b>Function PUBLIC WORKS &amp; UTILITIES</b>					
<b>Dept 420-D.P.W.</b>					
Salaries	1,789,530.00	1,762,123.53	1,853,389.00	1,320,015.54	1,990,954.00
Expense	538,120.00	540,478.01	614,985.00	494,663.56	796,185.00
<b>Total</b>	<b>2,327,650.00</b>	<b>2,302,601.54</b>	<b>2,468,374.00</b>	<b>1,814,679.10</b>	<b>2,787,139.00</b>
<b>Dept 423-SNOW REMOVAL ACCOUNT</b>					
Salaries	162,722.25	162,722.25	110,000.00	69,628.51	110,000.00
Expense	347,202.39	347,202.39	228,000.00	283,005.71	228,000.00
<b>Total</b>	<b>509,924.64</b>	<b>509,924.64</b>	<b>338,000.00</b>	<b>352,634.22</b>	<b>338,000.00</b>
<b>Dept 424-STREET &amp; TRAFFIC LIGHTS</b>					
Expense	45,500.00	46,522.11	30,000.00	34,673.07	37,500.00
<b>Total</b>	<b>45,500.00</b>	<b>46,522.11</b>	<b>30,000.00</b>	<b>34,673.07</b>	<b>37,500.00</b>
<b>Dept 489-VEH. SUPP. - FUEL</b>					
Expense	0.00	0.00	0.00	0.00	275,000.00
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>275,000.00</b>
<b>PUBLIC WORKS &amp; UTILITIES</b>					
<b>Total</b>	<b>2,883,074.64</b>	<b>2,859,048.29</b>	<b>2,836,374.00</b>	<b>2,201,986.39</b>	<b>3,437,639.00</b>

# TOWN OF BOURNE

## 2024 Town Budget

	2022 App	2022 Exp	2023 App	2023 Exp	Select Board
<b>Function HUMAN SERVICES</b>					
<b>Dept 510-BOARD OF HEALTH</b>					
Salaries	274,577.00	253,449.52	294,380.00	206,667.18	307,484.00
Expense	15,925.00	8,718.18	16,285.00	7,524.54	13,150.00
<b>Total</b>	<b>290,502.00</b>	<b>262,167.70</b>	<b>310,665.00</b>	<b>214,191.72</b>	<b>320,634.00</b>
<b>Dept 523-SPECIAL WORKSHOP OPP.PROGRAM</b>					
Expense	4,000.00	4,000.00	4,000.00	2,695.00	4,000.00
<b>Total</b>	<b>4,000.00</b>	<b>4,000.00</b>	<b>4,000.00</b>	<b>2,695.00</b>	<b>4,000.00</b>
<b>Dept 540-COUNCIL ON AGING</b>					
Salaries	363,397.00	362,423.47	389,870.00	260,160.97	399,473.00
Expense	26,495.00	24,283.15	28,220.00	18,933.57	24,600.00
<b>Total</b>	<b>389,892.00</b>	<b>386,706.62</b>	<b>418,090.00</b>	<b>279,094.54</b>	<b>424,073.00</b>
<b>Dept 543-VETERAN'S SERVICES</b>					
Expense	229,000.00	197,766.59	227,500.00	162,728.77	227,500.00
<b>Total</b>	<b>229,000.00</b>	<b>197,766.59</b>	<b>227,500.00</b>	<b>162,728.77</b>	<b>227,500.00</b>
<b>Dept 592-VISITING NURSES OF CAPE COD</b>					
Expense	22,000.00	11,126.73	22,000.00	10,001.50	22,000.00
<b>Total</b>	<b>22,000.00</b>	<b>11,126.73</b>	<b>22,000.00</b>	<b>10,001.50</b>	<b>22,000.00</b>
<b>HUMAN SERVICES</b>					
<b>Total</b>	<b>935,394.00</b>	<b>861,767.64</b>	<b>982,255.00</b>	<b>668,711.53</b>	<b>998,207.00</b>

# TOWN OF BOURNE

## 2024 Town Budget

	2022 App	2022 Exp	2023 App	2023 Exp	Select Board
<b>Function CULTURE AND RECREATION</b>					
<b>Dept 610-LIBRARY</b>					
Salaries	582,029.00	493,468.84	567,271.00	354,865.45	575,757.00
Expense	184,100.00	185,674.94	203,769.00	151,333.05	208,480.00
<b>Total</b>	<b>766,129.00</b>	<b>679,143.78</b>	<b>771,040.00</b>	<b>506,198.50</b>	<b>784,237.00</b>
<b>Dept 631-BOURNE RECREATION DEPT</b>					
Salaries	223,237.00	203,292.40	227,829.00	150,098.51	237,213.00
Expense	13,100.00	12,198.11	14,100.00	10,050.98	13,100.00
<b>Total</b>	<b>236,337.00</b>	<b>215,490.51</b>	<b>241,929.00</b>	<b>160,149.49</b>	<b>250,313.00</b>
<b>Dept 691-HISTORICAL COMMISSION</b>					
Expense	500.00	130.33	500.00	250.15	500.00
<b>Total</b>	<b>500.00</b>	<b>130.33</b>	<b>500.00</b>	<b>250.15</b>	<b>500.00</b>
<b>Dept 693-ARCHIVES COMMITTEE</b>					
Expense	4,000.00	4,505.43	4,000.00	3,675.36	4,000.00
<b>Total</b>	<b>4,000.00</b>	<b>4,505.43</b>	<b>4,000.00</b>	<b>3,675.36</b>	<b>4,000.00</b>
<b>CULTURE AND RECREATION</b>					
<b>Total</b>	<b>1,006,966.00</b>	<b>899,270.05</b>	<b>1,017,469.00</b>	<b>670,273.50</b>	<b>1,039,050.00</b>

# TOWN OF BOURNE

## 2024 Town Budget

	2022 App	2022 Exp	2023 App	2023 Exp	Select Board
<b>Function DEBT SERVICES</b>					
<b>Dept 714-OTHER DEBT SERVICE COSTS</b>					
<b>Expense</b>	6,881,451.48	6,881,451.48	6,475,000.00	5,066,220.43	6,834,000.00
<b>Total</b>	6,881,451.48	6,881,451.48	6,475,000.00	5,066,220.43	6,834,000.00
<b>Dept 759-OTHER INTEREST &amp; TAX REFUNDS</b>					
<b>Expense</b>	826.82	826.82	500.00	0.00	500.00
<b>Total</b>	826.82	826.82	500.00	0.00	500.00
<b>DEBT SERVICES</b>					
<b>Total</b>	<b>6,882,278.30</b>	<b>6,882,278.30</b>	<b>6,475,500.00</b>	<b>5,066,220.43</b>	<b>6,834,500.00</b>

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# TOWN OF BOURNE

## 2024 Town Budget

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	2022 App	2022 Exp	2023 App	2023 Exp	Select Board
<b>Function STATE AND COUNTY ASSESSMENTS</b>					
<b>Dept 820-STATE/COUNTY ASSESSMENTS</b>					
<b>Expense</b>	5,346,340.00	5,039,014.00	5,306,058.00	3,664,240.35	0.00
<b>Total</b>	5,346,340.00	5,039,014.00	5,306,058.00	3,664,240.35	0.00
<b>STATE AND COUNTY ASSESSMENTS</b>					
<b>Total</b>	<b>5,346,340.00</b>	<b>5,039,014.00</b>	<b>5,306,058.00</b>	<b>3,664,240.35</b>	<b>0.00</b>

# TOWN OF BOURNE

## 2024 Town Budget

	2022 App	2022 Exp	2023 App	2023 Exp	Select Board
<b>Function MISCELLANEOUS</b>					
<b>Dept 911-PUBLIC UTILITIES</b>					
Expense	1,593,144.66	1,454,483.64	1,584,607.00	1,236,049.46	1,581,000.00
Total	1,593,144.66	1,454,483.64	1,584,607.00	1,236,049.46	1,581,000.00
<b>Dept 912-OPEB</b>					
Expense	213,397.00	213,397.00	279,338.00	279,338.00	371,595.00
Total	213,397.00	213,397.00	279,338.00	279,338.00	371,595.00
<b>Dept 913-UNEMPLOYMENT COMPENSATION</b>					
Expense	70,000.00	23,576.93	70,000.00	68,421.50	70,000.00
Total	70,000.00	23,576.93	70,000.00	68,421.50	70,000.00
<b>Dept 936-FICA/SOCIAL SEC. EXP</b>					
Expense	558,035.64	558,035.64	541,000.00	422,988.90	568,000.00
Total	558,035.64	558,035.64	541,000.00	422,988.90	568,000.00
<b>Dept 937-GROUP INSURANCE</b>					
Expense	8,307,471.70	8,098,691.90	8,711,270.00	6,354,296.46	8,858,000.00
Total	8,307,471.70	8,098,691.90	8,711,270.00	6,354,296.46	8,858,000.00
<b>Dept 938-COUNTY RETIREMENT</b>					
Expense	4,221,252.00	4,221,252.00	4,415,874.00	4,415,874.00	4,565,380.00
Total	4,221,252.00	4,221,252.00	4,415,874.00	4,415,874.00	4,565,380.00
<b>Dept 939-STATE RETIREMENT</b>					
Expense	866.00	865.96	866.00	0.00	866.00
Total	866.00	865.96	866.00	0.00	866.00
<b>Dept 942-SPECIAL LEGISLATION RETIREMENT</b>					
Expense	70,800.00	70,433.82	72,215.00	71,297.16	74,020.00
Total	70,800.00	70,433.82	72,215.00	71,297.16	74,020.00
<b>Dept 945-INSURANCE</b>					
Expense	1,725,687.63	1,714,931.97	1,782,034.00	1,831,916.11	1,870,678.00
Total	1,725,687.63	1,714,931.97	1,782,034.00	1,831,916.11	1,870,678.00

# TOWN OF BOURNE

## 2024 Town Budget

	2022 App	2022 Exp	2023 App	2023 Exp	Select Board
<b>Function MISCELLANEOUS</b>					
<b>Dept 948-LIUNA PENSION FUND</b>					
<b>Expense</b>	300,000.00	257,136.45	300,000.00	197,437.33	300,000.00
<b>Total</b>	300,000.00	257,136.45	300,000.00	197,437.33	300,000.00
<b>Dept 949-MEDICAID REIMBURSEMENT PROGRAM</b>					
<b>Expense</b>	2,000.00	1,885.49	2,000.00	1,131.63	2,000.00
<b>Total</b>	2,000.00	1,885.49	2,000.00	1,131.63	2,000.00
<b>MISCELLANEOUS</b>					
<b>Total</b>	17,062,654.63	16,614,690.80	17,759,204.00	14,878,750.55	18,261,539.00

# TOWN OF BOURNE

## 2024 Town Budget

	2022 App	2022 Exp	2023 App	2023 Exp	Select Board
<b>Function INTERFUND OPERATING TRANSFERS</b>					
<b>Dept 990-TRANSFERS</b>					
<b>Expense</b>	0.00	3,216,830.81	0.00	888,572.87	0.00
<b>Total</b>	0.00	3,216,830.81	0.00	888,572.87	0.00
<b>INTERFUND OPERATING TRANSFERS</b>					
<b>Total</b>	<b>0.00</b>	<b>3,216,830.81</b>	<b>0.00</b>	<b>888,572.87</b>	<b>0.00</b>
<b>GENERAL FUND Total</b>	<b>77,086,709.91</b>	<b>54,189,352.88</b>	<b>79,208,169.00</b>	<b>42,955,330.78</b>	<b>77,187,218.00</b>
<b>Grand Total</b>	<b>77,086,709.91</b>	<b>54,189,352.88</b>	<b>79,208,169.00</b>	<b>42,955,330.78</b>	<b>77,187,218.00</b>

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# TOWN OF BOURNE

## 2024 Town Budget

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	2022 App	2022 Exp	2023 App	2023 Exp	Select Board
<b>Function PUBLIC WORKS &amp; UTILITIES</b>					
<b>Dept 442-SEWERAGE COLLECTION &amp; DISPOSAL</b>					
<b>Salaries</b>	214,020.00	198,527.58	189,441.00	124,374.70	193,440.00
<b>Expense</b>	1,117,103.00	897,365.96	1,127,610.00	372,835.88	1,328,525.00
<b>Total</b>	1,331,123.00	1,095,893.54	1,317,051.00	497,210.58	1,521,965.00
<b>PUBLIC WORKS &amp; UTILITIES</b>					
<b>Total</b>	<b>1,331,123.00</b>	<b>1,095,893.54</b>	<b>1,317,051.00</b>	<b>497,210.58</b>	<b>1,521,965.00</b>

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# TOWN OF BOURNE

## 2024 Town Budget

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	2022 App	2022 Exp	2023 App	2023 Exp	Select Board
Function MISCELLANEOUS					
Dept 947-MISCELLANEOUS					
Expense	0.00	0.00	50,000.00	0.00	100,000.00
Total	0.00	0.00	50,000.00	0.00	100,000.00
MISCELLANEOUS					
Total	0.00	0.00	50,000.00	0.00	100,000.00

# TOWN OF BOURNE

## 2024 Town Budget

	2022 App	2022 Exp	2023 App	2023 Exp	Select Board
<b>Function INTERFUND OPERATING TRANSFERS</b>					
<b>Dept 990-TRANSFERS</b>					
<b>Expense</b>	0.00	178,315.00	0.00	183,587.00	0.00
<b>Total</b>	0.00	178,315.00	0.00	183,587.00	0.00
<b>INTERFUND OPERATING TRANSFERS</b>					
<b>Total</b>	<b>0.00</b>	<b>178,315.00</b>	<b>0.00</b>	<b>183,587.00</b>	<b>0.00</b>
<b>SEWER ENTERPRISE Total</b>	<b>1,331,123.00</b>	<b>1,274,208.54</b>	<b>1,367,051.00</b>	<b>680,797.58</b>	<b>1,621,965.00</b>

# TOWN OF BOURNE

## 2024 Town Budget

	2022 App	2022 Exp	2023 App	2023 Exp	Select Board
<b>Function PUBLIC WORKS &amp; UTILITIES</b>					
<b>Dept 439-LANDFILL</b>					
<b>Salaries</b>	2,230,751.00	1,948,380.77	2,234,137.00	1,426,826.87	2,319,692.00
<b>Expense</b>	6,939,500.00	6,734,572.33	7,137,910.00	5,175,732.77	7,508,343.00
<b>Total</b>	9,170,251.00	8,682,953.10	9,372,047.00	6,602,559.64	9,828,035.00
<b>PUBLIC WORKS &amp; UTILITIES</b>					
<b>Total</b>	<b>9,170,251.00</b>	<b>8,682,953.10</b>	<b>9,372,047.00</b>	<b>6,602,559.64</b>	<b>9,828,035.00</b>

# TOWN OF BOURNE

## 2024 Town Budget

	2022 App	2022 Exp	2023 App	2023 Exp	Select Board
<b>Function MISCELLANEOUS</b>					
<b>Dept 947-MISCELLANEOUS</b>					
<b>Expense</b>	545,000.00	0.00	600,000.00	0.00	600,000.00
<b>Total</b>	545,000.00	0.00	600,000.00	0.00	600,000.00
<b>Dept 991-TRANSFER TO GENERAL FUND</b>					
<b>Expense</b>	900,000.00	906,034.87	900,000.00	628,200.43	925,000.00
<b>Total</b>	900,000.00	906,034.87	900,000.00	628,200.43	925,000.00
<b>MISCELLANEOUS</b>					
<b>Total</b>	<b>1,445,000.00</b>	<b>906,034.87</b>	<b>1,500,000.00</b>	<b>628,200.43</b>	<b>1,525,000.00</b>

# TOWN OF BOURNE

## 2024 Town Budget

	2022 App	2022 Exp	2023 App	2023 Exp	Select Board
<b>Function INTERFUND OPERATING TRANSFERS</b>					
<b>Dept 990-TRANSFERS</b>					
<b>Expense</b>	0.00	2,589,937.00	0.00	2,650,996.00	0.00
<b>Total</b>	0.00	2,589,937.00	0.00	2,650,996.00	0.00
<b>INTERFUND OPERATING TRANSFERS</b>					
<b>Total</b>	<b>0.00</b>	<b>2,589,937.00</b>	<b>0.00</b>	<b>2,650,996.00</b>	<b>0.00</b>
<b>LANDFILL ENTERPRISE</b>	<b>10,615,251.00</b>	<b>12,178,924.97</b>	<b>10,872,047.00</b>	<b>9,881,756.07</b>	<b>11,353,035.00</b>
<b>Grand Total</b>	<b>11,946,374.00</b>	<b>13,453,133.51</b>	<b>12,239,098.00</b>	<b>10,562,553.65</b>	<b>12,975,000.00</b>

# Town of Bourne - Five Year Plan

	Proposed Budget		Future Years Projected			Assumed Rate of Growth
	FY24	FY25	FY26	FY27	FY28	
<b>Revenues</b>						
Property Tax	\$ 60,229,327	\$ 61,757,145	\$ 63,466,164	\$ 65,236,105	\$ 67,076,198	Assumed Level New Growth of \$400K
State Aid						
General/Non-earmarked	2,948,322	3,007,288	3,067,434	3,128,783	3,191,359	2.00%
Education	6,580,398	6,712,006	6,846,246	6,983,171	7,122,834	2.00%
	9,528,720	9,719,294	9,913,680	10,111,954	10,314,193	
Local Receipts	8,411,405	8,579,633	8,579,633	8,751,226	8,751,226	2.00%
Available Funds						
Free Cash	-	-	-	-	-	
General Stabilization						
Capital Stabilization	1,120,000	688,000	365,000	357,000	349,000	Est Debt based on CIP
ISWM Indirect	2,441,696	2,502,738	2,502,738	2,565,307	2,565,307	2.50%
Sewer Indirect	157,003	160,928	160,928	164,951	164,951	2.50%
Host Community Fee						
Transfers from SRF	2,067,561	2,043,798	1,891,589	1,875,744	1,875,165	
	5,786,260	5,395,464	4,920,255	4,963,002	4,954,423	
Total Revenue	83,955,712	85,451,537	86,879,733	89,062,287	91,096,040	
<b>Expenses</b>						*Based on Current Service Level*
General Government	4,471,061	4,582,838	4,560,482	4,674,494	4,651,692	2.00%
Public Safety	12,702,109	12,956,151	12,956,151	13,215,274	13,215,274	2.00%
Public Works	3,437,639	3,506,392	3,506,392	3,576,520	3,576,520	2.00%
Health & Human Services	998,207	1,018,171	1,018,171	1,038,535	1,038,535	2.00%
Culture & Recreation	1,039,050	1,059,831	1,059,831	1,081,028	1,081,028	2.00%
Education						
Bourne Schools	25,818,363	26,334,730	26,334,730	26,861,425	26,861,425	2.00%
UCT	3,624,750	3,697,245	3,697,245	3,771,190	3,771,190	2.00%
Debt Service						
Non-Exempt - Existing	1,014,210	746,252	554,674	314,581	259,755	
TELP	441,257	441,000	441,000	441,000	441,000	
ST Pay downs/Future Borrowings	808,174	830,000	1,100,000	1,500,000	1,500,000	
Exempt	4,029,375	3,735,376	3,591,924	3,463,078	3,356,800	
Interest on Temporary Debt	251,004	75,000	75,000	75,000	75,000	
Funded Debt - Septic	19,455	10,023	10,007	-	-	
Funded Debt - CPA	271,025	260,975	105,926	97,175	93,625	
	6,834,500	6,098,625	5,878,531	5,890,834	5,726,180	
Shared Costs						
Public Utilities	1,581,000	1,612,620	1,644,872	1,677,770	1,711,325	2.00%
OPEB	371,595	411,595	451,595	491,595	531,595	Per Policy
Unemployment	70,000	70,700	71,407	72,121	72,842	1.00%
FICA/Medicare	568,000	582,200	596,755	611,674	626,966	2.50%
Group Insurance	8,858,000	9,123,740	9,397,452	9,679,376	9,969,757	3.00%
County Retirement	4,565,380	4,702,341	4,843,412	4,988,714	5,138,375	3.00%
State Retirement	866	866	866	866	866	Level
Special Legislation Retirement	74,020	75,500	77,010	78,551	80,122	2.00%
Insurance	1,870,678	1,926,798	1,984,602	2,044,140	2,105,465	3.00%
LIUNA Pension	300,000	300,000	300,000	300,000	300,000	Level
Medicaid Reimbursement	2,000	2,000	2,000	2,000	2,000	Level
	18,261,539	18,808,361	19,369,972	19,946,807	20,539,313	
Subtotal Operating Budget	77,187,218	78,062,344	78,381,506	80,056,106	80,461,156	
Reserve Fund	350,000	350,000	350,000	350,000	350,000	Level

# Town of Bourne - Five Year Plan

	Proposed Budget		Future Years Projected				Assumed
	FY24	FY25	FY26	FY27	FY28	Rate of Growth	
Cherry Sheet Charges	5,438,356	5,710,274	5,995,787	6,295,577	6,610,356	5%	
Cherry Sheet Offsets	880,138	897,741	915,696	934,009	952,690	2%	
Overlay Reserve	100,000	100,000	100,000	100,000	100,000	Level	
Subtotal Off Budget Expenses	6,418,494	6,708,015	7,011,483	7,329,586	7,663,045		
Total Expenses	83,955,712.00	\$ 85,120,359	\$ 85,742,989	\$ 87,735,692	\$ 88,474,201		
Revenue/Expenses	(0.00)	\$ 331,178	\$ 1,136,744	\$ 1,326,595	\$ 2,621,839		
Revenue/Expenses	(0.00)	\$ 331,178	\$ 1,136,744	\$ 1,326,595	\$ 2,621,839		
Est Turn backs - 1.5% of Budget	1,259,336	1,276,805	1,286,145	1,316,035	1,327,113		
Estimated Increase (Decrease) to FC	1,259,336	\$ 1,607,984	\$ 2,422,889	\$ 2,642,631	\$ 3,948,952		
Tax Calculations							
Prior Year Levy Limit	53,724,803	\$ 55,467,923	\$ 57,254,621	\$ 59,085,987	\$ 60,963,136		
2.5% Allowance	1,343,120	1,386,698	1,431,366	1,477,150	1,524,078		
New Growth	400,000	400,000	400,000	400,000	400,000		
Current Year Levy Limit	55,467,923	57,254,621	59,085,987	60,963,136	62,887,215		
Debt Exclusion	3,826,590	3,716,339	3,574,338	3,446,984	3,446,984		
Cape Cod Commission	216,213	221,618	227,159	232,838	238,659		
Max Allowable Levy	59,510,726	61,192,579	62,887,483	64,642,958	66,572,857		
Tax	59,510,726	61,192,579	62,887,483	64,642,958	66,572,857		
Unused Levy Capacity	-	\$ -	\$ -	\$ -	\$ -		
Reservation Calculations							
	45,108	7/1/2024	7/1/2025	7/1/2026	7/1/2027		
Free Cash, BOY	5,213,408	\$ 3,972,744	\$ 3,080,727	\$ 3,003,616	\$ 3,146,247		
Less: Free Cash Expenditures (Budget)							
Less: Free Cash Expenditures (Non-Budget Art)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)		
Less: Free Cash for Capital	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	Pay-as-you-go CIP	
Less: Free Cash for Capital Stabilization	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)		
Less: Free Cash For Stabilization	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)		
Subtotal Free Cash	2,713,408	1,472,744	580,727	503,616	646,247		
Plus: Revenue Surplus (Deficit)	(0)	331,178	1,136,744	1,326,595	2,621,839		
Plus: Expenditure Turn backs	1,259,336	1,276,805	1,286,145	1,316,035	1,327,113		
Free Cash, EOY	3,972,744	\$ 3,080,727	\$ 3,003,616	\$ 3,146,247	\$ 4,595,199		
BOY Free Cash as a % of Budget	6.75%	5.09%	3.93%	3.75%	3.91%		
EOY Free Cash as a % of Budget	5.15%	3.95%	3.83%	3.93%	5.71%		
Stabilization Fund Balance, BOY	4,753,417	\$ 4,948,485	\$ 5,147,455	\$ 5,350,404	\$ 5,557,412		
Plus: Deposits	100,000	100,000	100,000	100,000	100,000		
Plus: ROI	95,068	98,970	102,949	107,008	111,148	Assumed 2% ROI	
Less: Withdrawals	-	-	-	-	-		
Stabilization Fund Balance, EOY	4,948,485	\$ 5,147,455	\$ 5,350,404	\$ 5,557,412	\$ 5,768,560		
BOY Stabilization as a % of Budget	6.16%	6.34%	6.57%	6.68%	6.91%		
EOY Stabilization as a % of Budget	6.41%	6.59%	6.83%	6.94%	7.17%		
Capital Stabilization Fund Balance, BOY	3,180,108	\$ 2,623,710	\$ 2,811,185	\$ 3,010,408	\$ 3,221,616		
Plus: Deposits	500,000	500,000	500,000	500,000	500,000		
Plus: ROI	63,602	52,474	56,224	60,208	64,432	No HCF Assumed 2% ROI	
Less: Withdrawals	(1,120,000)	(365,000)	(357,000)	(349,000)	(341,000)		
Capital Stabilization Fund Balance, EOY	2,623,710	\$ 2,811,185	\$ 3,010,408	\$ 3,221,616	\$ 3,445,049		
BOY Capital Stabilization as a % of Budget	4.12%	3.36%	3.59%	3.76%	4.00%		
EOY Capital Stabilization as a % of Budget	3.40%	3.60%	3.84%	4.02%	4.28%		
Free Cash	\$ 3,972,744	\$ 3,080,727	\$ 3,003,616	\$ 3,146,247	\$ 4,595,199		
Stabilization	4,948,485	5,147,455	5,350,404	5,557,412	5,768,560		
Stabilization Capital	2,623,710	2,811,185	3,010,408	3,221,616	3,445,049		
Total Reserves	\$ 11,544,939	\$ 11,039,367	\$ 11,364,428	\$ 11,925,275	\$ 13,808,808		
Reserves as a % of Budget	15%	14%	14%	15%	17%		

As required by MGL Chapter 44 Section 53E 1/2, Revolving Funds, the board, department or officer having charge of such revolving funds shall report to the annual Town Meeting the following report on the total activity for the prior fiscal year and six months of the current fiscal year through December 31, 2022					
Revolving Report for Fiscal Year 2022					
Department	Revolving Fund	Balance Forward 7/1/2021	Receipts	Expenditures	Ending Balance 6/30/2022
Recreation Department	Recreation Programs Fund	\$31,148.87	\$71,356.00	\$59,342.08	\$43,162.79
Dept of Natural Resources	Shellfish Propagation Fund	\$61,744.20	\$26,861.00	\$26,064.83	\$62,540.37
Library	Public Libraries	\$7,619.85	\$2,121.44	\$7,814.47	\$1,926.82
Community Bldg	Community Bldg Rental Fund	\$14,762.11	\$5,975.00	\$9,681.83	\$11,055.28
Council on Aging	COA Program	\$2,697.97	\$23,727.00	\$21,105.96	\$5,319.01
Council on Aging	COA Supportive Day	\$15,282.74	\$0.00	\$0.00	\$15,282.74
School Department	Transportation Revolving	\$5,156.67	\$10,075.00	\$5,709.25	\$9,522.42
Treasurer's Department	Tax Title Revolving	\$82,227.71	\$21,061.67	\$30,300.03	\$72,989.35
Revolving Report for Six months of Fiscal Year 2023					
Department	Revolving Fund	Balance Forward 7/1/2022	Receipts	Expenditures	Ending Balance 12/31/2022
Recreation Department	Recreation Programs Fund	\$43,162.79	\$24,410.76	\$37,496.53	\$30,077.02
Dept. of Natural Resources	Shellfish Propagation Revolving Fund	\$62,540.37	\$2,780.00	\$1,130.27	\$64,190.10
Library	Public Libraries	\$1,926.82	\$1,029.20	\$1,897.62	\$1,058.40
Community Bldg	Community Bldg Rental Fund	\$11,055.28	\$0.00	\$210.20	\$10,845.08
Council on Aging	COA Program	\$5,319.01	\$14,500.68	\$12,949.68	\$6,870.01
Council on Aging	COA Supportive Day	\$15,282.74	\$0.00	\$0.00	\$15,282.74
School Department	Transportation Revolving	\$9,522.42	\$8,060.00	\$11,500.77	\$6,081.65
Treasurer's Department	Tax Title Revolving	\$72,989.35	\$8,942.76	\$12,984.92	\$68,947.19
Article 8 of the Annual Town Meeting includes the MGL Chapter 53E 1/2 Revolving Fund Articles to be voted for Fiscal Year 2024. This article includes the Recreation Revolving, Shellfish Propagation, Public Libraries, Community Building Rental Fund, COA Program Revolving, COA Supportive Revolving, Transportation Revolving and Tax Title Revolving.					

**APPENDIX C**  
**Capital Budget**

FY24 Funding Profile.....	100
FY24 Infrastructure.....	102
FY24-28 Requests.....	103

**CAPITAL IMPROVEMENT PLAN  
FUNDING PLAN  
FISCAL YEAR 2024**

DEPARTMENT	FY2024 REQUEST	ADMINISTRATOR RECOMMEND	FY2024 RECOMMENDED	FREE CASH	GENERAL DEBT	WATERWAYS FUND	ENTERPRISE FUND R/E	OTHER FUNDING
<b>Facilities</b>								
Town Hall HVAC	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -
Town Hall Fire Alarm	60,000	60,000	60,000	60,000				
Facilities Ford Transit Connect Van	30,000	30,000	30,000	30,000				
Roof Investigation and Design Funds								
(Town Hall, Community Building, Station #3)	200,000	200,000	200,000	200,000				
Library Feasibility*	150,000	150,000	150,000	150,000				
Library Stabilization Front Main Wall*	100,000	100,000	100,000	100,000				
<b>Subtotal Facilities</b>	<b>580,000</b>	<b>580,000</b>	<b>580,000</b>	<b>580,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Police</b>								
Police Vehicle Replacement Plan (5 Vehicles Per Year)	391,820	391,820	391,820	391,820				
Police Body/Cruiser Camera Program	413,771	413,771	413,771	413,771				
Portable Speed Warning Sign/Variable Message Board	67,410	67,410	67,410	67,410				
<b>Subtotal Police</b>	<b>873,001</b>	<b>873,001</b>	<b>873,001</b>	<b>873,001</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Shore &amp; Harbor</b>								
Annual Dredging/Ramp/Pier Repair & Improvement	225,000	225,000	225,000	-	-	225,000	-	-
<b>Subtotal Shore &amp; Harbor</b>	<b>225,000</b>	<b>225,000</b>	<b>225,000</b>	<b>-</b>	<b>-</b>	<b>225,000</b>	<b>-</b>	<b>-</b>
<b>Natural Resources</b>								
Replace Y-54 2011 Chevrolet 2500 Silverado PU	90,000	90,000	90,000	90,000				
<b>Subtotal Natural Resources</b>	<b>90,000</b>	<b>90,000</b>	<b>90,000</b>	<b>90,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Bourne Public Schools</b>								
Interactive touch panels at BES FY24	90,000	90,000	90,000	90,000				
Mini Bus*	170,000	170,000	170,000	170,000				
BMS Roof	50,000	50,000	50,000	50,000				
<b>Subtotal Bourne Public Schools</b>	<b>310,000</b>	<b>310,000</b>	<b>310,000</b>	<b>310,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Town Clerk</b>								
Replacement of Voting Equipment*	150,000	150,000	150,000	150,000				
<b>Subtotal Town Clerk</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Public Works</b>								
10yd sander w/plow setup for 10 wheeler	62,000	62,000	62,000	62,000			-	
<b>Subtotal Public Works</b>	<b>62,000</b>	<b>62,000</b>	<b>62,000</b>	<b>62,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Subtotal Town &amp; School (A)</b>	<b>2,290,001</b>	<b>2,290,001</b>	<b>2,290,001</b>	<b>2,065,001</b>	<b>-</b>	<b>225,000</b>	<b>-</b>	<b>-</b>

**CAPITAL IMPROVEMENT PLAN  
FUNDING PLAN  
FISCAL YEAR 2024**

DEPARTMENT	FY2024 REQUEST	ADMINISTRATOR RECOMMEND	FY2024 RECOMMENDED	FREE CASH	GENERAL DEBT	WATERWAYS FUND	ENTERPRISE FUND R/E	OTHER FUNDING
<b><i>Integrated Solid Waste Management (ISWM)</i></b>								
2023 Street Sweeper	311,000	311,000	311,000				311,000	
Replace 1.5 Cubic Yard Wheel Loader	125,000	125,000	125,000				125,000	
Phase 9 Vertical Expansion	200,000	200,000	200,000				200,000	
Survey Grade GPS Base and Rover	50,000	50,000	50,000				50,000	
Survey Grade Drone w/Data Processing Package	20,650	20,650	20,650				20,650	
30kw Portable Generator	50,000	50,000	50,000				50,000	
3 X 40 Cubic yard Roll-Off Containers	34,000	34,000	34,000				34,000	
S-4 Small Rubbish Packer	225,000	225,000	225,000				225,000	
<b>Subtotal ISWM</b>	<b>1,015,650</b>	<b>1,015,650</b>	<b>1,015,650</b>	-	-	-	<b>1,015,650</b>	-
<b>Subtotal Enterprise (B)</b>	<b>1,015,650</b>	<b>1,015,650</b>	<b>1,015,650</b>	-	-	-	<b>1,015,650</b>	-
<b>Grand Total (A+B)</b>	<b>\$ 3,305,651</b>	<b>\$ 3,305,651</b>	<b>\$ 3,305,651</b>	<b>\$ 2,065,001</b>	<b>\$ -</b>	<b>\$ 225,000</b>	<b>\$ 1,015,650</b>	<b>\$ -</b>
<b>FY24 Capital Budget - Article #5</b>	<b>\$ 2,343,831</b>	<b>\$ 2,343,831</b>	<b>\$ 2,343,831</b>	<b>\$ 1,103,181</b>	<b>\$ -</b>	<b>\$ 225,000</b>	<b>\$ 1,015,650</b>	<b>\$ -</b>
<b>FY23 STM Capital Budget P2 - Article #3*</b>	<b>961,820</b>	<b>961,820</b>	<b>961,820</b>	<b>961,820</b>				
<b>Total STM &amp; ATM</b>	<b>\$ 3,305,651</b>	<b>\$ 3,305,651</b>	<b>\$ 3,305,651</b>	<b>\$ 2,065,001</b>	<b>\$ -</b>	<b>\$ 225,000</b>	<b>\$ 1,015,650</b>	<b>\$ -</b>

*\*To address current building repairs and initiate orders with expected delays in shipment, these items were moved to the FY23 STM for action immediately following Town Meeting.*

**CAPITAL IMPROVEMENT BUDGET  
EXPENDITURE CATEGORIES  
FISCAL YEAR 2024**

DEPARTMENT	FY2024 REQUEST	ADMINISTRATOR RECOMMEND	PLANNING	INFRASTRUCTURE	TRANSPORTATION	TECHNOLOGY	EQUIPMENT
<i><b>Facilities</b></i>							
Town Hall HVAC	\$ 40,000	\$ 40,000	\$ -	\$ 40,000	\$ -	\$ -	\$ -
Town Hall Fire Alarm	60,000	60,000		60,000			
Facilities Ford Transit Connect Van	30,000	30,000			30,000		
Roof Investigation and Design Funds (Town Hall, Community Building, Station #3)	200,000	200,000		200,000			
Library Feasibility	150,000	150,000	150,000				
Library Stabilization Front Main Wall	100,000	100,000		100,000	-		
<b>Subtotal Facilities</b>	<b>580,000</b>	<b>580,000</b>	<b>150,000</b>	<b>400,000</b>	<b>30,000</b>	<b>-</b>	<b>-</b>
<i><b>Police</b></i>							
Police Vehicle Replacement Plan (5 Vehicles Per Year)	391,820	391,820			391,820		
Police Body/Cruiser Camera Program	413,771	413,771					413,771
Portable Speed Warning Sign/Variable Message Board	67,410	67,410					67,410
<b>Subtotal Police</b>	<b>873,001</b>	<b>873,001</b>	<b>-</b>	<b>-</b>	<b>391,820</b>	<b>-</b>	<b>481,181</b>
<i><b>Shore &amp; Harbor</b></i>							
Annual Dredging/Ramp/Pier Repair & Improvement	225,000	225,000	-	225,000	-	-	-
<b>Subtotal Shore &amp; Harbor</b>	<b>225,000</b>	<b>225,000</b>	<b>-</b>	<b>225,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i><b>Natural Resources</b></i>							
Replace Y-54 2011 Chevrolet 2500 Silverado PU	90,000	90,000			90,000		
<b>Subtotal Natural Resources</b>	<b>90,000</b>	<b>90,000</b>	<b>-</b>	<b>-</b>	<b>90,000</b>	<b>-</b>	<b>-</b>
<i><b>Bourne Public Schools</b></i>							
Interactive touch panels at BES FY24	90,000	90,000					90,000
Mini Bus	170,000	170,000			170,000		
BMS Roof	50,000	50,000		50,000			
<b>Subtotal Bourne Public Schools</b>	<b>310,000</b>	<b>310,000</b>	<b>-</b>	<b>50,000</b>	<b>170,000</b>	<b>-</b>	<b>90,000</b>
<i><b>Town Clerk</b></i>							
Replacement of Voting Equipment	150,000	150,000					150,000
<b>Subtotal Town Clerk</b>	<b>150,000</b>	<b>150,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>150,000</b>
<i><b>Public Works</b></i>							
10yd sander w/plow setup for 10 wheeler	62,000	62,000		-	62,000		
<b>Subtotal Public Works</b>	<b>62,000</b>	<b>62,000</b>	<b>-</b>	<b>-</b>	<b>62,000</b>	<b>-</b>	<b>-</b>
<b>Subtotal Town &amp; School (A)</b>	<b>2,290,001</b>	<b>2,290,001</b>	<b>150,000</b>	<b>675,000</b>	<b>743,820</b>	<b>-</b>	<b>721,181</b>
<i><b>Integrated Solid Waste Management (ISWM)</b></i>							
2023 Street Sweeper	311,000	311,000					311,000
Replace 1.5 Cubic Yard Wheel Loader	125,000	125,000					125,000
Phase 9 Vertical Expansion	200,000	200,000		200,000			
Survey Grade GPS Base and Rover	50,000	50,000				50,000	
Survey Grade Drone w/Data Processing Package	20,650	20,650				20,650	
30kw Portable Generator	50,000	50,000					50,000
3 X 40 Cubic yard Roll-Off Containers	34,000	34,000					34,000
S-4 Small Rubbish Packer	225,000	225,000					225,000
<b>Subtotal ISWM</b>	<b>1,015,650</b>	<b>1,015,650</b>	<b>-</b>	<b>200,000</b>	<b>-</b>	<b>70,650</b>	<b>745,000</b>
<b>Subtotal Enterprise (B)</b>	<b>1,015,650</b>	<b>1,015,650</b>	<b>-</b>	<b>200,000</b>	<b>-</b>	<b>70,650</b>	<b>745,000</b>
<b>Grand Total (A+B)</b>	<b>\$ 3,305,651</b>	<b>\$ 3,305,651</b>	<b>\$ 150,000</b>	<b>\$ 875,000</b>	<b>\$ 743,820</b>	<b>\$ 70,650</b>	<b>\$ 1,466,181</b>

**CAPITAL IMPROVEMENT PLAN  
FISCAL YEARS 2024-2028**

DEPARTMENT	FY2024 REQUEST	FY2025 REQUEST	FY2026 REQUEST	FY2027 REQUEST	FY2028 REQUEST	ESTIMATED TOTAL COST ALL YEARS
<b><i>Information Management Systems</i></b>						
Document Management/Digital Records	\$ -	TBD	\$ -	\$ -	\$ -	TBD
Town of Bourne Website		TBD				TBD
Server EOL OS Upgrade				TBD		TBD
WINDOWS 10 Workstations		TBD				TBD
<b>Subtotal IMS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
 <b><i>Facilities</i></b>						
Fire Station Land Acquisition	TBD					-
Town Hall HVAC	40,000					40,000
Town Hall Fire Alarm	60,000					60,000
Facilities Ford Transit Connect Van	30,000					30,000
Roof Investigation and Design Funds (Town Hall, Community Building, Station #3)	200,000					200,000
Fire Station Replacement		15,000,000				15,000,000
Community Building Exterior Doors		TBD				-
Library Feasibility	150,000					150,000
Library Stabilization Front Main Wall	100,000					100,000
Library Renovation/Expansion/Replacement			TBD			-
Town Hall Feasibility Study			TBD			-
Fire Station #1 Renovation/Feasibility Study			TBD			-
Bourne Archives Backup Generator & ATS					50,000	50,000
Town Hall Elevator					128,000	128,000
<b>Subtotal Facilities</b>	<b>580,000</b>	<b>15,000,000</b>	<b>-</b>	<b>-</b>	<b>178,000</b>	<b>15,758,000</b>
 <b><i>Police</i></b>						
Police Vehicle Replacement Plan (5 Vehicles Per Year)	391,820	366,886	377,893	389,229	400,906	1,926,734
Police Body/Cruiser Camera Program	413,771					413,771
Portable Speed Warning Sign/Variable Message Board	67,410		22,700			90,110
Replacement/Upgrade to Record Management/Dispatch System		300,000				300,000
<b>Subtotal Police</b>	<b>873,001</b>	<b>666,886</b>	<b>400,593</b>	<b>389,229</b>	<b>400,906</b>	<b>2,730,615</b>

**CAPITAL IMPROVEMENT PLAN  
FISCAL YEARS 2024-2028**

<b>DEPARTMENT</b>	<b>FY2024 REQUEST</b>	<b>FY2025 REQUEST</b>	<b>FY2026 REQUEST</b>	<b>FY2027 REQUEST</b>	<b>FY2028 REQUEST</b>	<b>ESTIMATED TOTAL COST ALL YEARS</b>
<b><i>Fire</i></b>						
Cardiac Monitor Replacements		150,000				150,000
Self-contained breathing apparatus and cylinder replacement		500,000				500,000
Replace Car-143 (2017 Tahoe, shift commander car)			60,000			60,000
Replace 2019 Ambulance 133			425,000			425,000
Replace 2019 Ambulance 134				425,000		425,000
Replace Engine 122 (1994)					800,000	800,000
<b>Subtotal Fire</b>	<b>-</b>	<b>650,000</b>	<b>485,000</b>	<b>425,000</b>	<b>800,000</b>	<b>2,360,000</b>
<b><i>Shore &amp; Harbor</i></b>						
Annual Dredging/Ramp/Pier Repair & Improvement	225,000	225,000	225,000	225,000	225,000	1,125,000
<b>Subtotal Shore &amp; Harbor</b>	<b>225,000</b>	<b>225,000</b>	<b>225,000</b>	<b>225,000</b>	<b>225,000</b>	<b>1,125,000</b>
<b><i>Natural Resources</i></b>						
Replace Y-54 2011 Chevrolet 2500 Silverado PU	90,000					90,000
Replace Y-57 Carolina Skiff 60 HP Engine		15,500				15,500
Station Taylor's Point Marina Pumpout Replacement			25,000			25,000
Engineering Design & Permitting of Monument Beach Marina			75,000			75,000
Replace Floats, Piers, Pilings, and Harbor Master Shack				2,000,000		2,000,000
Replace Harbor Patrol Boat					200,000	200,000
Replace 2015 Chevrolet 1500 Silverado					85,000	85,000
<b>Subtotal Natural Resources</b>	<b>90,000</b>	<b>15,500</b>	<b>100,000</b>	<b>2,000,000</b>	<b>285,000</b>	<b>2,490,500</b>
<b><i>Bourne Public Schools</i></b>						
Interactive touch panels at BES FY24	90,000		50,000		50,000	190,000
Mini Bus	170,000		150,000		150,000	470,000
BMS Roof	50,000	3,050,000			-	3,100,000
WWTP Repairs			2,000,000		-	2,000,000
Universal Pre-K			200,000		1,000,000	1,200,000
BHS auditorium carpet replacement			50,000		-	50,000
Jackson Field Bleachers			300,000		-	300,000
S.T.E.A.M. Renovation Design (HS)		50,000			-	50,000
<b>Subtotal Bourne Public Schools</b>	<b>310,000</b>	<b>3,100,000</b>	<b>2,750,000</b>	<b>-</b>	<b>1,200,000</b>	<b>7,360,000</b>
<b><i>Town Clerk</i></b>						
Replacement of Voting Equipment	150,000					150,000
<b>Subtotal Town Clerk</b>	<b>150,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>150,000</b>

**CAPITAL IMPROVEMENT PLAN  
FISCAL YEARS 2024-2028**

DEPARTMENT	FY2024 REQUEST	FY2025 REQUEST	FY2026 REQUEST	FY2027 REQUEST	FY2028 REQUEST	ESTIMATED TOTAL COST ALL YEARS
<b>Public Works</b>						
Barlow's Landing/Shore Rd Intersection Improvements		350,000				350,000
10yd sander w/plow setup for 10 wheeler	62,000					62,000
Vehicle Refurbishment Project			265,000			265,000
R-2 25cy Rubbish Packer				585,000		585,000
M-11 Sign Van Chevrolet Van				80,000		80,000
Tree Truck International			165,000			165,000
M-5 F550 Dump/Plow			125,000			125,000
M-6 F550 Dump/Plow				125,000		125,000
R-3 25cy Rubbish Packer					585,000	585,000
TK-4 Dump/Sander				225,000		225,000
Road Maintenance (contract services outside of Chapter 90)			50,000			50,000
M-1 F250 Pickup			90,000			90,000
S-1 25cy Rubbish Packer				585,000		585,000
M-2 F250 Pickup			90,000			90,000
Sweeper 4 Elgin Pelican					350,000	350,000
<b>Subtotal Public Works</b>	<b>62,000</b>	<b>350,000</b>	<b>785,000</b>	<b>1,600,000</b>	<b>935,000</b>	<b>3,732,000</b>
						-
<b>Recreation</b>						
Community Center Outdoor Rec Area Redesign & Construction			TBD	TBD	TBD	-
Chester Park Recreation Area Court Re-Construction			450,000			450,000
Buzzards Bay Park Fitness Equipment						-
<b>Subtotal Recreation</b>	<b>-</b>	<b>-</b>	<b>450,000</b>	<b>-</b>	<b>-</b>	<b>450,000</b>
						-
<b>Subtotal Town and School (A)</b>	<b>2,290,001</b>	<b>20,007,386</b>	<b>5,195,593</b>	<b>4,639,229</b>	<b>4,023,906</b>	<b>36,156,115</b>

**CAPITAL IMPROVEMENT PLAN  
FISCAL YEARS 2024-2028**

DEPARTMENT	FY2024 REQUEST	FY2025 REQUEST	FY2026 REQUEST	FY2027 REQUEST	FY2028 REQUEST	ESTIMATED TOTAL COST ALL YEARS
<b><i>Sewer</i></b>						
Ford F550 Utility Truck with crane	-	-	200,000	-	-	200,000
Upgrades to collections system		50,000	50,000	50,000	50,000	200,000
<b>Subtotal Sewer</b>	<b>-</b>	<b>50,000</b>	<b>250,000</b>	<b>50,000</b>	<b>50,000</b>	<b>400,000</b>
<b><i>Integrated Solid Waste Management (ISWM)</i></b>						
2023 Street Sweeper	311,000					311,000
Replace 1.5 Cubic Yard Wheel Loader	125,000					125,000
Phase 9 Vertical Expansion	200,000					200,000
Survey Grade GPS Base and Rover	50,000					50,000
Survey Grade Drone w/Data Processing Package	20,650					20,650
30kw Portable Generator	50,000					50,000
3 X 40 Cubic yard Roll-Off Containers	34,000					34,000
S-4 Small Rubbish Packer	225,000					225,000
2020 CAT Nexgen D6 Dozer		620,000				620,000
2016 CAT 320E Excavator		295,000				295,000
2022 CAT D6T LGP Dozer				620,000		620,000
2021 CAT 966 M Wheel Loader					700,000	700,000
2006 John Deere 350D Off Road Truck		700,000				700,000
2015 CAT 272D Skid Steer (Wheel)		72,000				72,000
Volvo Roll-Off Truck		164,300				164,300
2018 CAT 84" Smooth Drum Vibratory Roller					225,000	225,000
2016 Ford F250 3/4 ton Crew Cab Pickup (L2)			57,000			57,000
Weigh Scales		424,000				424,000
1992 OSHKOSH Maintenance Truck*		250,000				250,000
Roll Off Containers		30,000				30,000
<b>Subtotal ISWM</b>	<b>1,015,650</b>	<b>2,555,300</b>	<b>57,000</b>	<b>620,000</b>	<b>925,000</b>	<b>5,172,950</b>
<b>Subtotal Enterprise (B)</b>	<b>1,015,650</b>	<b>2,605,300</b>	<b>307,000</b>	<b>670,000</b>	<b>975,000</b>	<b>5,572,950</b>
<b>Grand Total (A+B)</b>	<b>\$ 3,305,651</b>	<b>\$ 22,612,686</b>	<b>\$ 5,502,593</b>	<b>\$ 5,309,229</b>	<b>\$ 4,998,906</b>	<b>\$ 41,729,065</b>

**APPENDIX D**  
**Supporting Information**

<b>Special Article 2 – <i>Transfer Opioid Settlement Funds</i></b> .....	108
<b>Special Article 8 – <i>Marijuana Zoning Bylaw, by Petition</i></b> .....	115
<b>Annual Article 10 – <i>Capital Stabilization</i></b> .....	116
<b>Annual Article 11 – <i>Human Resources Grant Program</i></b> .....	118
<b>Annual Article 18 – <i>Accept MGL c41 s.110A – Voter registration deadlines</i></b> .....	120
<b>Annual Article 20 – <i>Authorize Select Board to convey 0 Sandwich Road to Bourne Historical Society</i></b> .....	123

## **MASSACHUSETTS ABATEMENT TERMS**

### **I. STATEWIDE COMMITMENT TO ABATEMENT**

The Commonwealth and its municipalities have a shared commitment to using abatement funds recovered from statewide opioid settlements to supplement and strengthen resources available to Massachusetts communities and families for substance use disorder prevention, harm reduction, treatment, and recovery in a manner that:

- ❖ reflects the input of our communities, of people who have personal experience with the opioid crisis, of experts in treatment and prevention, and of staff and organizations that are carrying out the abatement work;
- ❖ addresses disparities in existing services and outcomes and improves equity and the health of individuals and communities disadvantaged by race, wealth, and stigma, including through efforts to increase diversity among service providers;
- ❖ addresses mental health conditions, substance use disorders, and other behavior health needs that occur together with opioid use disorder (“OUD”);
- ❖ leverages programs and services already reimbursed by state agencies and programs, including direct care reimbursed by MassHealth and the state’s Bureau of Substance Addiction Services (“BSAS”); and
- ❖ encourages innovation, fills gaps and fixes shortcomings of existing approaches; supplements rather than supplants resources for prevention, harm reduction, treatment, and recovery; includes evidence-based, evidence-informed, and promising programs; and takes advantage of the flexibility that is allowed for these funds.<sup>2</sup>

This document sets forth: how abatement funds from these settlements must be used by the state and its municipalities (Sections II and III); how the state will support municipal abatement initiatives (Section IV); and state and municipal reporting requirements (Section V).

### **II. STATE USE OF ABATEMENT FUNDS**

Abatement funds directed to the state shall be deposited into the [statewide Opioid Recovery and Remediation Fund](#) to supplement prevention, harm reduction, treatment, and recovery programs throughout Massachusetts. The Fund is overseen by the Commonwealth’s Executive Office of Health and Human Services (“EOHHS”) together with a [Council comprised of 10 municipal appointees appointed by the Massachusetts Municipal Association and 10 state](#)

<sup>2</sup> In this document, the words “fund” and “support” are used interchangeably and mean to create, expand, or sustain a program, service, or activity. References to persons with opioid use disorder are intended in a broad practical manner to address the public health crisis, rather than to require a clinical diagnosis, and they include, for example, persons who have suffered an opioid overdose. It is also understood that OUD is often accompanied by co-occurring substance use disorder or mental health conditions, and it is intended that the strategies in this document will support persons with OUD and any co-occurring SUD and mental health conditions.

[appointees](#) qualified by experience and expertise regarding opioid use disorder. Appointees serve for two years. The Council holds public meetings every quarter to identify priorities for addressing the opioid epidemic in Massachusetts.

### **III. MUNICIPAL USE OF ABATEMENT FUNDS**

Abatement funds allocated to municipalities shall be used to implement the strategies set forth below. Municipalities are encouraged to pool abatement funds to increase their impact, including by utilizing the [Office of Local and Regional Health's Shared Service infrastructure](#). Municipal abatement funds shall not be used to fund care reimbursed by the state, including through MassHealth and BSAS, although local or area agencies or programs that provide state-reimbursed services can be supported financially in other ways that help meet the needs of their participants.

#### **1. Opioid Use Disorder Treatment**

Support and promote treatment of persons with OUD, including through programs or strategies that:

- a. Expand mobile intervention, treatment, telehealth treatment, and recovery services offered by qualified providers, including peer recovery coaches.
- b. Support evidence-based withdrawal management services for people with OUD and any co-occurring mental health conditions.
- c. Make capital expenditures to rehabilitate and expand facilities that offer treatment for OUD, in partnership with treatment providers.
- d. Treat trauma for individuals with OUD (e.g., violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (e.g., surviving family members after an overdose).

#### **2. Support People In Treatment And Recovery**

Support and promote programs or strategies that:

- a. Provide comprehensive wrap-around services to individuals with OUD, including job placement, job training, or childcare.
- b. Provide access to housing for people with OUD, including supportive housing, recovery housing, housing, rent, move-in deposits, and utilities assistance programs, training for housing providers, or recovery housing programs that integrate FDA-approved medication with other support services.
- c. Rehabilitate properties appropriate for low-threshold and recovery housing, including in partnership with DHCD-funded agencies and OUD-specialized organizations.
- d. Provide peer support specialists that support people in accessing OUD treatment, trauma-informed counseling and recovery support, harm reduction services, primary healthcare,

or other services, including support for long-term recovery encompassing relapse, treatment, and continued recovery.

- e. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD.
- f. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD.
- g. Provide transportation to treatment or recovery services for persons with OUD.
- h. Provide employment training or educational services for persons with OUD, such as job training, job placement, interview coaching, community college or vocational school courses, transportation to these activities, or similar supports.
- i. Increase the number and capacity of high-quality recovery programs to help people in recovery.
- j. Engage non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to support the person with OUD in the family.
- k. Support programs for recovery in schools and/or standalone recovery high schools.
- l. Support bereaved families and frontline care providers.

### **3. Connections To Care**

Provide connections to care for people who have, or are at risk of developing, OUD through programs or strategies that:

- a. Support the work of Emergency Medical Systems, including peer support specialists and post-overdose response teams, to connect individuals to trauma-informed treatment recovery support, harm reduction services, primary healthcare, or other appropriate services following an opioid overdose or other opioid-related adverse event.
- b. Support school-based services related to OUD, such as school-based contacts that parents can engage with to seek immediate treatment services for their child; and support prevention, intervention, treatment, and recovery programs focused on young people. This should include alternatives to suspension or interaction with school resource officers such as restorative justice approaches.
- c. Fund services or training to encourage early identification and intervention for families, children, or adolescents who may be struggling with use of drugs or mental health conditions, including peer-based programs and Youth Mental Health First Aid. Training programs may target families, caregivers, school staff, peers, neighbors, health or human services professionals, or others in contact with children or adolescents.

- d. Include Fire Department partnerships such as Safe Stations.<sup>3</sup>

#### **4. Harm Reduction**

Support efforts to prevent overdose deaths or other opioid-related harms through strategies that:

- a. Increase availability of naloxone and other drugs that treat overdoses for first responders,<sup>4</sup> overdose patients, individuals with OUD and their friends and family, schools, community-based organizations, community navigators and outreach workers, persons being released from jail or prison, or the public.
- b. Provide training and education regarding naloxone and other drugs that treat overdoses.
- c. “Naloxone Plus” strategies to ensure that individuals who receive naloxone to reverse an overdose are linked to treatment programs or other appropriate services.
- d. Approve and fund syringe service programs and other programs to reduce harms associated with drug use, including supplies, staffing, space, peer support services, referrals to treatment, fentanyl checking, syringe collection and disposal, connections to care, and the full range of harm reduction and treatment services provided by these programs.
- e. Support mobile units that offer or provide referrals to harm reduction services, treatment, recovery supports, primary and behavioral health care, recovery support, or other appropriate services to persons with OUD.
- f. Promote efforts to train health care providers, students, peer recovery coaches, recovery outreach specialists, or other professionals that provide care to persons who use opioids or persons with OUD in crisis training and harm reduction strategies.
- g. Active outreach strategies such as the Drug Abuse Response Team model or the Post Overdose Support Team model.
- h. Provide outreach and services for people who use drugs and are not yet in treatment, including services that build relationships with and support for people with OUD.

#### **5. Address The Needs Of Criminal-Justice-Involved Persons**

Support diversion and deflection programs and strategies for criminal-justice-involved persons with OUD, including:

- a. Programs, that connect individuals involved in the criminal justice system and upon release from jail or prison to OUD harm reduction services, treatment, recovery support, primary healthcare, prevention, legal support, or other supports, or that provide these

<sup>3</sup> Safe Stations currently operate in Fall River and Revere. See, e.g., <https://www.mma.org/fall-river-fire-stations-become-safe-stations-for-people-seeking-addiction-treatment/>.

<sup>4</sup> Municipalities can purchase discounted naloxone kits from the State Office of Pharmacy Services. See <https://www.mass.gov/service-details/bulk-purchasing-of-naloxone>.

services.

- b. Co-responder and/or alternative responder models to address OUD-related 911 calls with greater OUD expertise.
- c. Public safety-led diversion strategies such as the Law Enforcement Assisted Diversion model.
- d. Participate in membership organizations such as the Police Assisted Addiction Recovery Initiative for training and networking and utilize law enforcement training opportunities such as the Safety and Health Integration in the Enforcement of Laws on Drugs (SHIELD) model.<sup>5</sup>

## **6. Support Pregnant Or Parenting Women And Their Families, Including Babies With Neonatal Abstinence Syndrome**

Support pregnant or parenting women with OUD and their families, including babies with neonatal abstinence syndrome, through programs or strategies that provide family supports or childcare services for parents with OUD, including supporting programs such as:

- a. FIRST Steps Together, a home visiting program for parents in recovery that currently has seven sites serving cities and towns across the state;
- b. Pregnant/post-partum and family residential treatment programs, including and in addition to the eight family residential treatment programs currently funded by DPH; and
- c. the Moms Do Care recovery support program that has grown from two to ten programs in the state.

## **7. Prevent Misuse Of Opioids And Implement Prevention Education**

Support efforts to prevent misuse of opioids through strategies that:

- a. Support programs, policies, and practices that have demonstrated effectiveness in preventing drug misuse among youth. These strategies can be found at a number of existing evidence-based registries such as Blueprints for Health Youth Development (<https://www.blueprintsprograms.org/>).
- b. Support community coalitions in developing and implementing a comprehensive strategic plan for substance misuse prevention. There are a number of evidence based models for strategic planning to consider including but not limited to the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration (<https://www.samhsa.gov/sites/default/files/20190620-samhsa-strategic-prevention-framework-guide.pdf>) and Communities That Care developed by the University of Washington (<https://www.communitiesthatcare.net/programs/ctc-plus/>).
- c. Engage a robust multi-sector coalition of stakeholders in both the development and implementation of the above stated strategic plan (<https://www.prevention->

<sup>5</sup> See <https://paariusa.org>

[first.org/centers/center-for-community-engagement/about-this-center/](https://first.org/centers/center-for-community-engagement/about-this-center/)).

- d. Support community-based education or intervention services for families, youth, and adolescents at risk for OUD.
- e. Support greater access to mental health services and supports for young people, including services provided in school and in the community to address mental health needs in young people that (when not addressed) increase the risk of opioid or another drug misuse.
- f. Initiate, enhance, and sustain local youth health assessment through the implementation of a validated survey tool to develop localized strategic plans that will inform the best ways to institute or enhance strategies to reduce and prevent youth substance misuse, including mental health services and supports for young people, intervention services for families, and youth-focused programs, policies, and practices that have demonstrated effectiveness in reducing and preventing drug misuse.

#### **IV. STATE SUPPORT FOR MUNICIPAL ABATEMENT AND INTER-MUNICIPAL COLLABORATION**

EOHHS and the Department of Public Health (DPH), including through its [Office of Local and Regional Health](#) (OLRH), will support municipal abatement initiatives by providing strategic guidance to help Massachusetts municipalities select and implement abatement strategies and [effectively pool their resources through inter-municipal Shared Service Agreements](#), as well as other technical assistance. By pooling resources, functions, and expertise, a consortium of cities and towns can expand the public health protections and services they offer residents.

In addition, EOHHS/DPH will collect information regarding municipal abatement and publish an annual report to provide the public with information about the municipal abatement work and to highlight effective strategies, lessons learned, and opportunities for further progress. The support for municipal abatement described in this Section IV will be funded by the state abatement funds described in Section II, above.

#### **V. REPORTING AND RECORD-KEEPING REQUIREMENTS**

**A. STATE REPORTING.** Annually, not later than October 1, the secretary of EOHHS shall file a report on the activity, revenue and expenditures to and from the statewide Opioid Recovery and Remediation Fund in the prior fiscal year with the clerks of the senate and the house of representatives, the house and senate committees on ways and means and the joint committee on mental health, substance use and recovery and made available on the executive office of health and human services' public website. The report shall include, but not be limited to: revenue credited to the fund; expenditures attributable to the administrative costs of the executive office; an itemized list of the funds expended from the fund; data and an assessment of how well resources have been directed to vulnerable and under-served communities. EOHHS filed its [first Annual Report](#) on October 1, 2021.

**B. MUNICIPAL REPORTING.** Cities and towns that receive annual abatement distributions of \$35,000<sup>6</sup> or more, whether individually or pooled through OLRH Shared Service arrangements, will be required to submit annual reports of their Municipal Abatement Fund expenditures in the prior fiscal year to EOHHS, starting in FY2023. The reports shall include, but not be limited to: municipal abatement funds received; an itemized list of the funds expended for abatement and administrative costs, if applicable; the unexpended balance; a brief description of the funded abatement strategies and efforts to direct resources to vulnerable and under-served communities. Additional reporting-related guidance shall be provided. All municipalities must: maintain, for a period of at least 5 years after funds are received, documents sufficient to reflect that Municipal Abatement Funds were utilized for the Municipal Abatement Strategies listed herein.<sup>7</sup>

<sup>6</sup> EOHHS retains the right to modify this reporting threshold.

<sup>7</sup> Nothing in this document reduces obligations under public records law.



**TOWN OF BOURNE**  
***Planning Board***

BOURNE TOWN HALL  
24 PERRY AVE.  
BUZZARDS BAY, MA 02532  
PHONE: 508-759-0600 x1335 • FAX: 508-759-0611



Planning Board Report to Annual Town Meeting May 2023

ARTICLE 9: Section 2250 Medical Marijuana and Marijuana Establishments

On April 13, 2023, in accordance with M.G.L. c. 40A, § 5, the Planning Board conducted a public hearing to review Article 9, Bourne Zoning Bylaw Amendment, to add Section 2250, update Section 2220 Use Regulation Schedule, update Section 2821 Downtown District, and Section V Definitions. It was published in the Cape Cod Times on March 26 and April 2, 2023.

The following nine (9) Planning Board members were present:  
Daniel Doucette, Sandra Goldstein, Amanda Wing, William Meier, Jeanne Azarovitz, Elizabeth Brown, David O'Conner, James Robinson Jr., and Christopher Farrell.

There were fourteen (14) members of the public present.

The Planning Board voted nine (9) in favor and zero (0) opposed in support of this article. Therefore, the Board has a positive recommendation.

Respectfully submitted,  
The Bourne Planning Board

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Daniel Doucette, Chair



Updated 1/6/2023

**Prelim - Capital Finance Review  
Permanent Financing ONLY**

Prelim - Capital Finance Review Permanent Financing ONLY		6% ST Int Assumed				
	Original Auth	FY24	FY25	FY26	FY27	FY28
High School Roof	1,123,375.00	36,416.00	36,500.00	36,500.00	36,500.00	36,500.00
Adjust for Unspent proceeds		67,020.00	56,808.06	54,618.06	52,428.06	50,238.06
		-	-			
		946,801.00	910,301.00	873,801.00	837,301.00	800,801.00
Ambulances	686,000.00	326,068.00			-	-
		19,564.08	-	-	-	-
		-	-	-	-	-
DPW Truck	369,038.00	89,962.00				
		5,397.78				
PY premium applied to balance						
Keith Field Lights	205,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
		6,776.16	6,056.16	5,336.16	4,616.16	3,896.16
PY premium applied to balance						
		100,936.00	88,936.00	76,936.00	64,936.00	52,936.00
Police Cruisers	134,053.00					
BBWTF	1,200,000.00	20,310.00	44,000.00	44,000.00	44,000.00	44,000.00
		71,196.36	69,977.76	67,337.76	64,697.76	62,057.76
PY premium applied to balance/unspent						
BBWTF - Interim Note	115,750.00	1,166,296.00	1,122,296.00	1,078,296.00	1,034,296.00	990,296.00
BBWTF - SRF	2,260,298.85	61,082.00	61,000.00	61,000.00	61,000.00	61,000.00
School Waste Water Treatment Facility	750,000.00	27,468.00	44,500.00	44,500.00	44,500.00	44,500.00
		44,497.98	42,849.90	40,179.90	37,509.90	34,839.90
		714,165.00	669,665.00	625,165.00	580,665.00	536,165.00
Conservation CWMP (Study capped @ 5 year term Until Construction) PY Premium Applied	600,000.00	296,656.00	296,656.00			
		35,598.66	17,799.30			
		296,655.00	(1.00)			
BHS Roof	450,000.00	Rescind at May 2023 Town Meeting - Included in Trane Project - TELP				
Payment to be funded via Capital Stabilization	Total P&I	1,120,013.02	688,147.18	365,471.88	357,251.88	349,031.88
TELP - \$5M @ 3.73%		441,256.74	441,257.00	441,257.00	441,257.00	441,257.00
General Debt - Perm Borrowed Inc (Dec) from PY		953,128.25 (212,005.50)	\$746,251.50 (206,876.75)	\$554,674.38 (191,577.12)	\$314,581.24 (240,093.14)	\$259,756.25 (54,824.99)
Total General Debt Inc (Dec) from PY		2,514,398.01 753,994.26 42.83%	1,434,398.68 (1,079,999.33) -42.95%	920,146.26 (514,252.42) -35.85%	671,833.12 (248,313.14) -26.99%	608,788.13 (63,044.99) -9.38%
Total per budget		2,514,645.00 (246.99)	(less funded debt)			
IMM Rounding						

## Report of the Human Service Committee

To the Honorable Board of Selectmen  
and the Citizens of the Town of Bourne

In FY 2023, the Bourne Human Services Committee reviewed the Request for Proposals application for human service agencies seeking funding from the Town of Bourne. These requests are reviewed and the recommendations of the committee are submitted to the Town Administrator. The FY 23 budget approved at Town Meeting was \$20,000.

### The following agencies received grant funding for FY 23

<b>Agency</b>	<b>FY 23</b>	<b>FY 23</b>
	<b>Requested</b>	<b>Award</b>
AIDS Support	2,000.00	1,000.00
Alzheimer's Family Support	5,000.00	2,000.00
Big Bro/Big Sister	2,500.00	1,250.00
Bourne Food Pantry	5,000.00	3,000.00
Cape Cod Children's Place	3,105.00	3,000.00
Sight Loss Services	750.00	750.00
Independence House	10,000.00	5,000.00
South Coastal Counties Legal Services	1,000.00	1,000.00
Elder Services of Cape Cod & Islands	3,000.00	3,000.00
Resource Guide		-
-	<b>32,355</b>	<b>20,000</b>

The committee continued to distribute the Human Services Resource guide that lists several local Human Service agencies with their contact information and location. We then distributed these booklets throughout the town and are available to the public at Bourne Schools, Police, Fire, COA, Town Hall, Library, Post offices, St. Vincent DePaul, etc.

This year the committee had a Giving Tree located at the BVMCC lobby and collected items for teens and donated them to the Homeless for the Holidays organization.

Respectfully submitted,

Debora Oliviere

Co-Chair Human Services Committee and Bourne COA Director

**HUMAN SERVICES COMMITTEE:**

Christopher Powers	Co Chair	2024
Debora Oliviere	Co Chair (COA)	2023
Lt. Brandon Esip	Member (Police)	2024
Kara Garcia	Member (Housing)	2022
Haiden Powers	Member (Youth)	2023
Wendy Manley Welsh	Member	2022
Leona Bombaci	Member	2023
Meghan McWilliams	Member	2024

**Part I**                      ADMINISTRATION OF THE GOVERNMENT

**Title VII**                      CITIES, TOWNS AND DISTRICTS

**Chapter 41**                      OFFICERS AND EMPLOYEES OF CITIES, TOWNS AND  
DISTRICTS

**Section 110A**                      OFFICE HOURS ON SATURDAY

Section 110A. Any public office in any city or town may remain closed on any or all Saturdays as may be determined from time to time, in a city by the city council, subject to the provisions of the city charter, or, in a town, by vote of the town at a special or regular town meeting, and the provisions of section nine of chapter four shall apply in the case of such closing of any such office on any Saturday to the same extent as if such Saturday were a legal holiday.

section may receive more blank nomination papers than it would be necessary to submit five times as many signatures as are required in order to be nominated.

Clerks in towns which have accepted section 9A of chapter 53 of the General Laws must also require candidates to file a statement containing his or her name, address, and the office for which he or she intends to be a candidate. No nomination papers may be given to any candidate who has not filed such a statement. Clerks may wish to create a form or log for candidates to complete.

### **III. DEADLINES**

Before nomination papers are released, clerks must calculate the calendar of deadlines associated with the election.

#### **Rules to Remember**

Unless otherwise noted, all deadlines will be at 5:00 p.m. on the day specified.

Unless specified otherwise, if the last day of a period falls on a Sunday or legal holiday, the deadline shall be moved to the previous day.

When calculating a deadline, the clerk should count all calendar days, unless the statute indicates that they are “working days,” “business days,” or “weekday hours.” Such language indicates that only Monday-Friday non-holidays should be included in calculating the dates. G.L. c. 50, § 4.

#### **Using a Single Warrant**

If the annual town meeting and town election are separated by no more than thirty-five days, both may be called on the same warrant. If only one warrant is used, then only one voter registration session is necessary. The last day to register to vote in both the town election and town meeting would fall on the tenth day prior to the election or the town meeting, whichever is scheduled first. G.L. c. 39, § 9A.

#### **Checklist**

Below is a checklist which may be helpful in calculating deadlines.

1. Determine whether the town has accepted G.L. c. 41, §110A. Towns which have accepted this statute treat Saturdays as holidays. A deadline which falls on a Saturday will not move to a different day unless this section has been accepted.
2. Determine whether the town has accepted G.L. c. 53, § 9A. If the town has accepted this statute, there will be a last day to obtain nomination papers. If the town has not accepted this statute, nomination papers may be obtained until the deadline to submit them.
3. Count 5 weeks back from the date of the election (35 days) – this is the last day to submit nomination papers to the clerk. If this date falls on a Sunday or holiday, the deadline will move back one day. If the date ends up on a Saturday, it will move back to Friday only if the town has accepted G.L. c. 41, §110A. G.L. c. 53, § 10; G.L. c. 50 § 2.

4. Count 2 weeks (14 days) back from the last day to submit nomination papers to the clerk – this is the last day to submit nomination papers to the board of registrars. If this deadline falls on a Sunday or holiday, the deadline will move back one day. If the date ends up on a Saturday, it will move back to Friday only if the town has accepted G.L. c. 41, §110A. G.L. c. 53, § 7.
5. Count 2 weekdays after the last day to submit nomination papers to the clerk – this is the deadline to object or withdraw. If the deadline to submit nomination papers to the clerk falls on a Tuesday, the deadline to object or withdraw will be on Thursday. Because these are weekday hours, if the deadline to submit nomination papers to the clerk falls on a Friday, the deadline to object or withdraw will fall on the following Tuesday. G.L. c. 53, § 11; G.L. c. 55B, § 7.
6. If the town has accepted G.L. c. 53, § 9A, count 2 weekdays back from the last day to submit nomination papers to the registrars – this is the last day to obtain nomination papers.
7. Count 15 days back from the last day to submit nomination papers to the registrars – this is the last day for the selectmen to notify the clerk of any vacancies to be placed on the ballot. G.L. c. 41, § 10.
8. Count one week (7 days) back from the date of the election – this is the last day to post the warrant. If the election and town meeting are being called on the same warrant and the town meeting is earlier than the election, count 7 days back from the town meeting instead. G.L. c. 39, § 9.
9. Count 10 days back from the date of the election – this is the last day to register to vote. If the election and the town meeting are being called on the same warrant and the town meeting is earlier than the election, count 10 days back from the town meeting instead. G.L. c. 51, §§ 26, 28.

### **Vacancies**

No vacancy may appear on the annual town election ballot unless the selectmen have voted to place the office on the ballot and have notified the clerk by the fifteenth day before the last day to submit nomination papers to the registrars. Absent any deadlines falling on Sundays or legal holidays, this means that the selectmen must notify the clerk of any vacancies by the 64<sup>th</sup> day before the election. G.L. c. 41, § 10.

### **Ballot Questions**

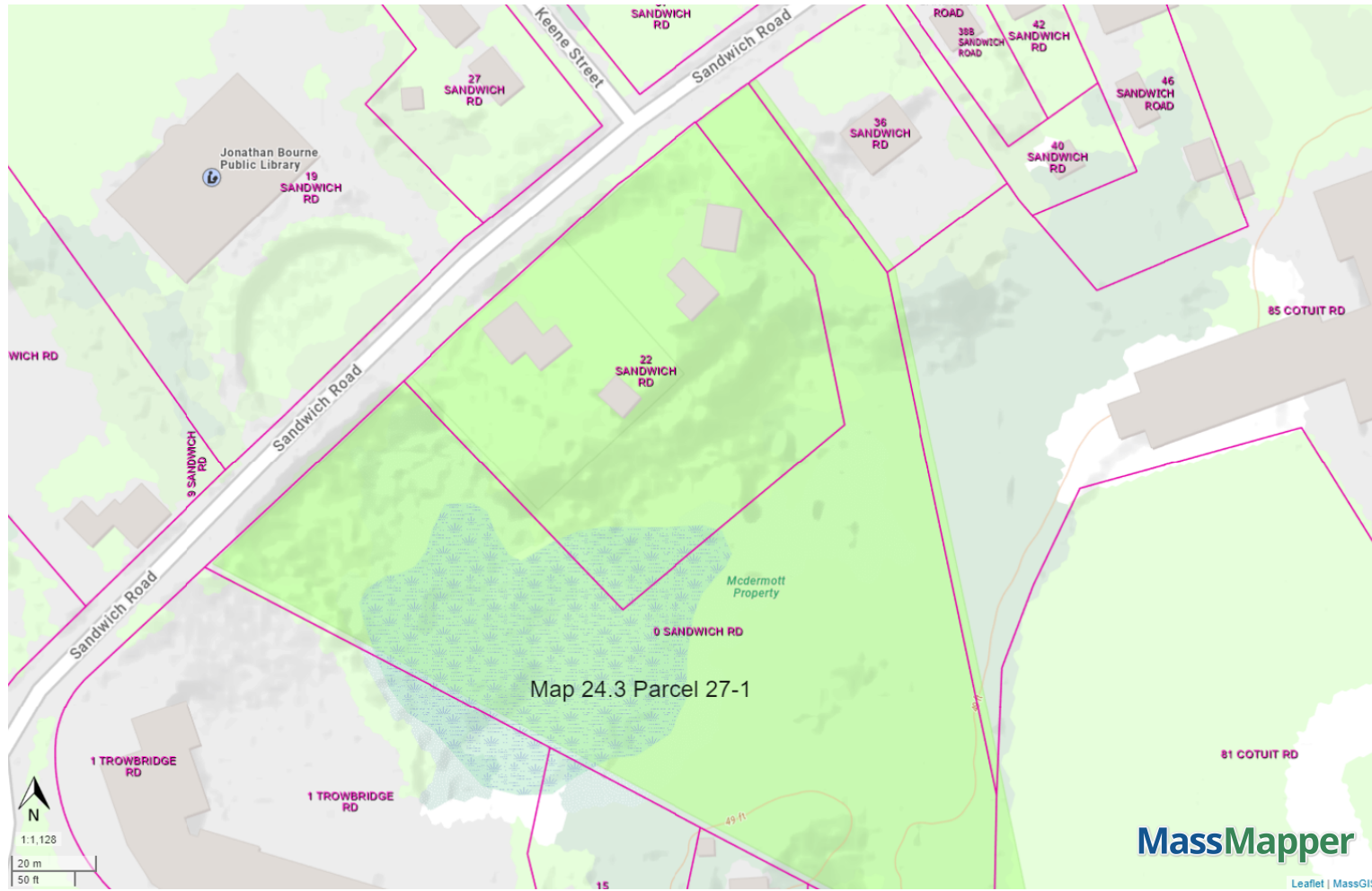
All ballot questions to be placed on the town election ballot must be submitted to the clerk no later than 35 days before the election. G.L. c. 54, § 42C. This includes the exact form of the question to appear on the ballot and any summary, if authorized by state law or charter.

### **Special Town Meetings**

Warrants for special town meetings must be posted no later than 14 days before the meeting. G.L. c. 39, § 10.

The last day to register to vote in any special town meeting is 10 days before the meeting. G.L. c. 51, §§ 26, 28.

## Property Tax Parcels





## **APPENDIX E**

### **Bourne Rule**

Annual Town Meeting  
May 1, 2023

### **RESOLUTION – BOURNE RULE**

Ms. Moderator, on behalf of the Select Board, I move the following Resolution:

**RESOLUTION:** Be It Resolved that, at the commencement of this annual town meeting, the Moderator shall ask the Finance Committee and the Board of Selectmen to certify whether or not the total of all Finance Committee funding recommendations on all matters to be voted at the May 1, 2023 annual town meeting, and contained in the warrant for this special town meeting if voted are equal to the maximum property tax levy limit for the Town of Bourne established by law for FY 2024. If the answer is in the negative, the Finance Committee and the Board of Selectmen shall certify the dollar amount which exceeds the Finance Committee dollar recommendations on all of the articles in the warrant, but is less than the maximum tax levy limit, which certified dollar amount shall be available for appropriation by this annual town meeting. If the answer is in the affirmative, then during this annual town meeting any motion to raise and appropriate funds in order to increase any appropriation recommended by the Finance Committee must state an equal dollar reduction in another recommended appropriation or appropriations. A recommendation of indefinite postponement by the Finance Committee shall be construed as a zero dollar funding recommendation.

Respectfully submitted,  
SELECT BOARD