

2011 SPECIAL TOWN MEETING W A R R A N T

TOWN OF WAREHAM

APRIL 25, 2011

Explanation of Special Town Meeting:

During the Fiscal Year, there are issues that will come up that have the potential of creating Appropriation Deficits that will need to be raised and budgeted for in the subsequent Tax Recap and budget process. The purpose of a Special Town Meeting is to address any known issues. Mid-year adjustments are routine in municipal finance, and Special Town Meetings are the norm in most communities for such purposes and are an acceptable practice in accordance with the Department of Revenue.

ARTICLE 1

To see if the Town will vote to adjust the FY2011 Budget and/or transfer a sum of money as approved at the April 28, 2010 and October 25, 2010 Town Meetings Article 6 and Article 1 respectively by adjusting as follows; or to act in any manner relative thereto.

Inserted by the Board of Selectmen at the request of the Town Administrator

Transfer From Budgeted Line Items:

Account Number	Department	Budgeted Amount	Amount of Transfer
Selectmen's Wages	10000-1-1220-1-0000-0000-510000-00	153,959.15	30,000.00
Town Administrator Capital Outlay 1098	10000-1-1230-2-9200-0000-570000-00	24,471.00	24,471.00
Town Administrator A27 ATM 5.09 Various Equipment Purchases	10000-1-1230-2-9201-0000-570000-00	30,498.98	30,498.98
Assessor's Wages	10000-1-1230-1-0000-0000-510000-00	285,778.23	20,000.00
MIS Data Processing	10000-1-1550-1-0000-0000-510000-00	92,068.00	20,000.00
Sick Leave Bonus	10000-1-1990-1-0000-0000-510000-00	120,000.00	30,000.00
Shellfish/Harbormaster Wages	10000-1-2950-1-0000-0000-510000-00	203,751.35	20,000.00
Sub Total			174,969.98

APRIL 25, 2011
SPECIAL TOWN MEETING WARRANT (CONT'D.)

Transfer From Capital Projects Completed:

Account Number	Department	Undesignated Balance	Amount of Transfer
CPF A28 STM 5.09 Police Boiler	40003-0-0000-0-0000-0000-359000-0	131.50	131.50
CPF A30 STM 5.09 EMS Roof	40004-0-0000-0-0000-0000-359000-00	4,100.00	4,100.00
CPF Roof Study	40010-0-0000-0-0000-0000-359000-00	9,325.00	9,325.00
CPF Capital Outlay	40012-0-0000-0-0000-0000-359000-00	15,952.00	15,952.00
CPF Surf Rake	40015-0-0000-0-0000-0000-359000-00	3,945.00	3,945.00
CPF School Boilers	40019-0-0000-0-0000-0000-359000-00	4,436.97	4,436.97
Sub Total			37,890.47
Total Available Funds			212,860.45

Transfer To:

Account Number	Department	Budgeted Amount	Amount of Transfer
Treasurer/Collector Wages	10000-1-1450-1-0000-0000-510000-00	282,620.99	9,825.10
Veteran's Services	10000-5-5430-2-0000-0000-520000-00	230,000.00	70,000.00
Audit	10000-1-1351-2-0000-0000-520000-00	60,000.00	50,000.00
Retirement Contribution (Liuna)	10000-9-9110-2-0000-0000573001-00	0	25,000.00
Unemployment	10000-9-9130-2-0000-0000-520000-00	125,000.00	44,813.25
General Liability	10000-9-9450-2-0000-0000-520000-00	329,750.00	13,222.10
Total Budgetary Adjustments			212,860.45

The BOARD OF SELECTMEN VOTED:

The FINANCE COMMITTEE VOTED: FAVORABLE ACTION 5-2-0

EXPLANATION:

Article 1 has been prepared to address budgetary issues as recognized at mid-year fiscal 2011. These budgetary adjustments represent .004% of the Town's Annual Budget for FY2011.

Treasurer/Collector– At the Fall Town Meeting, the Treasurer/Collector's departmental salary budget was reduced by \$33,000. The budget should have been reduced by \$22,174.90 which represented a reduction in staff (net of buy-out). \$9,825.10 is required to adequately fund the Treasurer/Collector's departmental salary budget for the remainder of Fiscal Year 2011.

APRIL 25, 2011
SPECIAL TOWN MEETING WARRANT (CONT'D.)

Veterans' Services – Difficult economic circumstances are requiring additional Veterans' Services. To more realistically reflect actual costs that will be incurred in Fiscal Year 2011, an additional \$70,000.00 will be transferred to the account balance. The Fiscal Year 2012 budget has been budgeted at \$300,000 which is reflective of the budget as requested by Veterans' Services. The Town budgets for the anticipated requirements. At a point up to 18 months later, the Town will receive a 75% reimbursement. Reimbursement when received, reverts to the General Fund.

Audit – During the last year, the Board of Selectmen, School Committee, Finance Committee and Administration have routinely questioned the balances in various accounts, including the Water Pollution Control Facility, School Department Funds and grants as they tie back to the Town's General Ledger (official Town records, Health Insurance Trust, Community Preservation, and various departmental grants. The decision was made that during the FY2010 audit process that a more extensive look at the financial position of the Town needed to be accomplished. As the auditors near the end of this extensive and comprehensive audit, we are, with this article, addressing the additional costs associated with the audit.

Retirement Contribution – During the Fiscal 2011 budget process, the costs associated with Plymouth County Retirement contribution allocation was addressed. However, the costs associated with Labor's International Union of North America (LIUNA) were not included.

The amount presented in the article is based on contractual obligations for the Foreman's Union of \$.77 per hour worked (3 Municipal Maintenance, 3 Water Pollution Control Facility, and 1 Town building) and the Municipal Maintenance Union \$.66 per hour worked (2 Clerks, 8 Municipal Maintenance and 2 Town buildings).

Unemployment – Since unemployment cost is a variable and can change based on the requirements of the Federal and State governments policy related to extending the unemployment schedule, the costs are difficult to predict. This article is indicative of payments made to date and projections through the end of the Fiscal Year.

General Liability – When the general liability was budgeted, the Town anticipated a 10% reduction in the premium and budgeted as such. The actual reduction was 5%. This article makes the correction and addresses the known deficit as this time.

FINCOM RECOMMENDATION:

ARTICLE 2

To see if the Town will vote to transfer \$51,500 from the amount encumbered by Article 30 of the Fall Town Meeting to fund collective bargaining agreement not yet settled, in order to fund the Collective Bargaining Agreement between the Town and IAFF Local 2895 Wareham EMT Association, or to do or act in any manner relative thereto.

APRIL 25, 2011
SPECIAL TOWN MEETING WARRANT (CONT'D.)

Inserted by the Board of Selectmen at the request of the Town Administrator

THE BOARD OF SELECTMEN VOTED:

THE FINANCE COMMITTEE VOTED: FAVORABLE ACTION 7-0-0

EXPLANATION:

As of the Fall Town Meeting 2010, a number of union contracts had not been settled. Funds were set aside in Article 30 to support the contracts when settled.

The IAFF Local 2895 Wareham EMT Association was settled in December 2010 for \$51,500.00. In order to fund this settlement, the legislative body (Town Meeting) is required to approve the funding source. The remaining balance under Article 30, should this article be approved, will be \$87,458.00 which will continue to be held in reserve for future settlements of contracts.

FINCOM RECOMMENDATION:

ARTICLE 3

To see if the Town will vote to Transfer \$152,000 from Receipts Reserved for Appropriation Sale of Real Estate to fund the Revaluation for technical services of a consultant, appraisal firm, and/or hiring temporary personnel, along with related expenses to assist the Board of Assessors in the implementation of the State Mandated Assessment Certification Program, or to take any action relative thereto.

Inserted by the Board of Selectmen at the request of the Town Administrator

THE BOARD OF SELECTMEN VOTED:

THE FINANCE COMMITTEE VOTED: FAVORABLE ACTION 7-0-0

EXPLANATION:

During FY2012, the Town of Wareham, inclusive of the Fire Districts, will be required to complete its Tri-Annual Revaluation. Typically the Town would conduct the revaluation in-house, but with the absence of a Director and Assistant Director of Assessing, and to meet the requirements of the Department of Revenue, an outside source is necessary. The funding for this article is through the Receipts Reserved for Appropriation Sale of Real Estate as noted above.

FINCOM RECOMMENDATION:

APRIL 25, 2011
SPECIAL TOWN MEETING WARRANT (CONT'D.)

ARTICLE 4

To see if the Town will vote to transfer from Free Cash \$720,169.91 to fund the Appropriation Deficits not previously funded:

<u>Snow and ice</u>	<u>229,858.94</u>
<u>Prior Year (FY09) Not Recorded</u>	<u>201,370.00</u>
<u>Prior Year (FY10) Not Recorded</u>	<u>288,940.97</u>
<u>Total</u>	<u>720,169.91</u>

Inserted by the Board of Selectmen at the request of the Town Administrator

THE BOARD OF SELECTMEN VOTED:

THE FINANCE COMMITTEE VOTED: FAVORABLE ACTION 7-0-0

EXPLANATION:

When budgets are prepared, appropriation and revenue deficits must be considered during the budgeting process. Typically, these issues would be funded during the Fall Town Meeting of the fiscal year. Due to the timing issues of closing the FY2009 and FY2010 books, the data was not available to address these issues at the time of Town Meeting. The snow and ice deficit is from FY2010.

FINCOM RECOMMENDATION:

ARTICLE 5

To see if the Town will vote to Transfer \$200,000 from Water Pollution Control Facility Fund Balance Reserve for Debt to Fund Balance Reserve for Expenditures to fund the Emergency Replacement and/or repair of the sewer mains located at the Independence Bridge in the Onset section of Town in order to maintain public health and safety, or to do or act in any manner relative thereto.

Inserted by the Board of Selectmen at the request of the Town Administrator

THE BOARD SELECTMEN VOTED:

THE FINANCE COMMITTEE VOTED: FAVORABLE ACTION 7-0-0

EXPLANATION

During February 2011, a corroded sewer main was discovered at the Independence Bridge on Onset Avenue. The WPCF immediately addressed the situation and secured bids to complete the project. In order to fund the emergency repair, the Department of Revenue was notified by the Board of Selectmen/Sewer

APRIL 25, 2011
SPECIAL TOWN MEETING WARRANT (CONT'D.)

Commissioners requesting to fund this emergency by reducing the reserved for debt by \$200,000 and move the funding for Fund Balance Reserve for Expenditures. Although this is not use of Retained Earnings (Enterprise Free Cash), it does have the same result by allowing the repairs/replacement to go forward.

ARTICLE 6

To see if the Town will vote to transfer **\$10,232.26** into the unallocated FY11 Community Preservation Fund account as follows: **(A) \$9004.00** from Spillane Field, approved under Article 20, Fall 2006; **(B) \$216.01** from the Minot Forest Trail & Signage Project, approved under Article 17, Fall 2006; **(C) \$74.81** from Minot Forest Bench & Barrels Project, approved under Article 23, Spring 2007; **(D) \$550.80**, from the Minot Forest Management Plan, approved under Article 20, Fall 2007; **(E) \$148.00** from the Fearing Tavern Exterior Restoration Project, approved under Article 21, Spring 2007; **(F) \$226.64** from the Kendrick Museum Exterior Restoration project, approved under Article 22, Fall 2007; and **(G) \$12.00** from the Tremont Nail Office Building Roof Project, approved under Article 22, Spring 2009, or to do or act in any manner relative thereto.

Inserted by the Board of Selectmen at the request of the Community Preservation Committee

THE BOARD OF SELECTMEN VOTED:

THE FINANCE COMMITTEE VOTED: FAVORABLE ACTION 9-0-0

Article 6 Explanation as per Community Preservation Committee:

This is considered to be a standard housekeeping article to close out the account balances of completed projects to the Community Preservation Committee's Unallocated Fund balance.

FINCOM RECOMMENDATION:

ARTICLE 7

To see if the Town will vote to reserve for FY11 from the FY11 estimated annual revenues **(A) \$50,000** for the acquisition, creation, and preservation of Open Space, excluding land for recreational use; **(B) \$50,000** for the acquisition, preservation rehabilitation and restoration of historic resources and **(C) \$50,000** for the creation, preservation and support of community housing or to do or act in any manner relative thereto.

Inserted by the Board of Selectmen at the request of the Community Preservation Committee

THE BOARD OF SELECTMEN VOTED:

THE FINANCE COMMITTEE VOTED: FAVORABLE ACTION 9-0-0

APRIL 25, 2011
SPECIAL TOWN MEETING WARRANT (CONT'D.)

Article 7 Explanation as per Community Preservation Committee:

The Community Preservation Committee is required to set up their reserves for FY2011. The article, as submitted, is in improper form, but the accounting defect could be fixed by an appropriate motion at the Special Town Meeting.

FINCOM RECOMMENDATION:

Articles 8 – 13 Explanation:

The following articles have been inserted in the event that the referenced contracts are settled prior to the Special Town Meeting. Should they be settled, motions will be made to take the appropriate funding from the balance remaining of Article 30 of the 2010 Fall Town Meeting, less the amount in Article 2 of this meeting.

ARTICLE 8

To see if the Town will vote to transfer a sum of money from the amount encumbered by Article 30 of the Fall Town Meeting to fund the Collective Bargaining Agreement between the Town and AFSCME Council 93 AFL-CIO Local 30 Wareham Library Employees; or to do or act in any manner relative thereto..

Inserted by the Board of Selectmen at the request of the Town Administrator

THE BOARD OF SELECTMEN VOTED:

THE FINANCE COMMITTEE VOTED: UNABLE TO VOTE – ACTION STILL PENDING

FINANCE COMMITTEE RECOMMENDATION:

ARTICLE 9

To see if the Town will vote to transfer a sum of money from the amount encumbered by Article 30 of the Fall Town Meeting to fund the Collective Bargaining Agreement between the Town and Massachusetts Labor's Public Employees Council Union 1249 of the Labor's International Union of North America Wareham Dispatchers Union; or to do or act in manner relative thereto.

Inserted by the Board of Selectmen at the request of the Town Administrator

THE BOARD OF SELECTMEN VOTED:

THE FINANCE COMMITTEE VOTED: UNABLE TO VOTE – ACTION STILL PENDING

FINCOM RECOMMENDATION:

APRIL 25, 2011
SPECIAL TOWN MEETING WARRANT (CONT'D.)

ARTICLE 10

To see if the Town will vote to transfer a sum of money from the amount encumbered by Article 30 of the Fall Town Meeting to fund the Collective Bargaining Agreement between the Town and the Wareham Police Union; or to do or act in manner relative thereto.

Inserted by the Board of Selectmen at the request of the Town Administrator

THE BOARD OF SELECTMEN VOTED:

THE FINANCE COMMITTEE VOTED: UNABLE TO VOTE – ACTION STILL PENDING

FINCOM RECOMMENDATION:

ARTICLE 11

To see if the Town will vote to transfer a sum of money from the amount encumbered by Article 30 of the Fall Town Meeting to fund the Collective Bargaining Agreement between the Town and Massachusetts Labor's Public Employees Council Union 1249 of the Labor's International Union of North America Wareham Municipal Maintenance Department and Town Custodians Union; or to do or act in manner relative thereto.

Inserted by the Board of Selectmen at the request of the Town Administrator

THE BOARD OF SELECTMEN VOTED:

THE FINANCE COMMITTEE VOTED: UNABLE TO VOTE – ACTION STILL PENDING

FINCOM RECOMMENDATION:

ARTICLE 12

To see if the Town will vote to transfer a sum of money from the amount encumbered by Article 30 of the Fall Town Meeting to fund the Collective Bargaining Agreement between the Town and United Steelworkers, AFL-CIO-CLC, Local Union 13507, Unit 4 Lower Managers Union; or to do or act in any manner relative thereto.

Inserted by the Board of Selectmen at the request of the Town Administrator

THE BOARD OF SELECTMEN VOTED:

THE FINANCE COMMITTEE VOTED: UNABLE TO VOTE – ACTION STILL PENDING

FINCOM RECOMMENDATION:

ARTICLE 13

To see if the Town will vote to transfer a sum of money from the amount encumbered by Article 30 of the Fall Town Meeting to fund the Collective Bargaining Agreement between the Town and

APRIL 25, 2011
SPECIAL TOWN MEETING WARRANT (CONT'D.)

United Steelworkers, AFL-CIO-CLC, Local Union 13507, Unit 4 Upper Managers Union; or to do or act in any manner relative thereto.

Inserted by the Board of Selectmen at the request of the Town Administrator

THE BOARD OF SELECTMEN VOTED:

THE FINANCE COMMITTEE VOTED: UNABLE TO VOTE – ACTION STILL PENDING

FINCOM RECOMMENDATION:

APRIL 25, 2011
SPECIAL TOWN MEETING WARRANT (CONT'D.)