



TOWN OF SWAMPSCOTT  
SELECT BOARD REGULAR SESSION MINUTES  
MARCH 1, 2023 – 6:00 P.M.  
SWAMPSCOTT HIGH SCHOOL, 200 ESSEX ST.  
ROOM B129

**SELECT BOARD MEMBERS PRESENT:** NEAL DUFFY, MARY ELLEN FLETCHER, DAVID GRISHMAN, KATIE PHELAN, PETER SPELLIOS

**MEMBERS ABSENT:** NONE

**OTHER TOWN OFFICIALS PRESENT:** SEAN FITZGERALD, TOWN ADMINISTRATOR, AMY SARRO, DIRECTOR OF ADMINISTRATION & FINANCE, PATRICK LUDDY, TOWN ACCOUNTANT, ANGELICA NOBLE, SWAMPSCOTT POLICE DEPT./LIQUOR LICENSING BOARD

**OTHER:** PATRICK BURKE, COMMANDER, VFW, DAVID EMERTON, TREASURER, VFW, MALCOLM MALOON AND NELSON LEONE, VFW

**A. PUBLIC COMMENTS:** Ms. HEIDI WHEAR, DIRECTOR OF AGING SERVICES, SWAMPSCOTT SENIOR CENTER, DISPLAYED A QUILT THAT THE HIGH SCHOOL ROOM OF COLOR HAS BEEN WORKING ON WITH THE SENIOR CENTER. SHE INTRODUCED TEMI BAILEY, METCO ACADEMIC COORDINATOR AND JV COACH WHO ADDED THAT THE GIRLS GROUP AND OTHER HS STUDENTS ALSO ASSISTED IN THE QUILT. A STUDENT REACHED OUT TO HIM TO DO A DEMONSTRATIONAL AND MOVING PIECE OF ART THAT REPRESENTS STUDENTS AND SENIORS IN TOWN. MR. BAILEY AND MS. WHEAR HOPE THIS QUILT WILL BE DISPLAYED THROUGHOUT THE TOWN.

AMY O'CONNOR, PRECINCT 6, SCHOOL COMMITTEE MEMBER: DISCUSSED DISPARAGING COMMENTS MADE AT THE LAST SELECT BOARD MEETING REGARDING THE SCHOOL COMMITTEE'S BUDGET. SHE IS ADVOCATING THAT THE BOARD GIVES THE SCHOOL COMMITTEE THE FUNDING THEY HAVE ASKED FOR SO THERE ARE NO CUTS. MR. DUFFY: THE BOARD WILL BE DISCUSSING THESE COMMENTS DURING THE 7:00 PUBLIC HEARING WITH THE FINANCE COMMITTEE.

**B. NEW AND OLD BUSINESS (POSSIBLE ACTION/VOTES OF THE BOARD)**

**1. PUBLIC HEARING FOR TRANSFER OF LIQUOR LICENSE:**

UPON **MOTION**, DULY MADE BY DAVID GRISHMAN, SECONDED BY MARY ELLEN FLETCHER, IT WAS UNANIMOUSLY **VOTED:** TO OPEN THE PUBLIC HEARING AT 6:07 P.M.: ALL IN FAVOR: YES. ANY OPPOSED: NO. **MOTION CARRIES.**

ANDREW INGEMI, IS APPLYING AS DOCKSIDE PUB TO TRANSFER THE LIQUOR LICENSE FROM ZESTFRIENDZ. MR. INGEMI, A RESIDENT OF SWAMPSCOTT IS IN PARTNERSHIP WITH HIS BROTHER ALEX INGEMI, IN THE VILLAGE TAVERN IN SALEM. THEY HAD A GOOD REPOUR WITH ZESTFRIENDZ, KNEW THE TOWN DOESN'T HAVE A PUB AND THOUGHT A SEAFOOD PUB WITH A TO-GO WINDOW WOULD BE A GOOD FIT IN THAT LOCATION. THEY ARE HOPING TO OPEN BEFORE JUNE 1<sup>ST</sup> AND WILL BE OPEN 11:30 AM - 1:00 PM. THEY APPLIED TO BE OPEN AT 7AM IN CASE THEY DECIDE TO OFFER BREAKFAST.

UPON **MOTION**, DULY MADE BY DAVID GRISHMAN, SECONDED BY MARY ELLEN FLETCHER, IT WAS UNANIMOUSLY **VOTED:** TO CLOSE THE PUBLIC HEARING AT 6:11 P.M.: ALL IN FAVOR: YES. ANY OPPOSED: NO. **MOTION CARRIES.**

COMMENTS: MOIRA FARRELL, 16 BLANEY CIRCLE, IS AN ABUTTER OF THE RESTAURANT, AND QUESTIONED THE HOURS OF OPERATION, STATING THAT WHEN THE BUILDING FIRST OPENED AS A RESTAURANT, IT WAS SUPPOSED TO BE 4:00 -10:00 PM. SHE HEARS NOISE FROM THE RESTAURANT, OVENS GOING, CHATTER IN PARKING LOT, DELIVERIES, ETC. AND FEELS THAT BEING OPEN UNTIL 1:00 AM WILL DIRECTLY IMPACT HER SLEEP AND WILL HAVE A NEGATIVE IMPACT.

UPON **MOTION**, DULY MADE BY PETER SPELLIOS, SECONDED BY MARY ELLEN FLETCHER, IT WAS UNANIMOUSLY **VOTED:** TO REOPEN THE PUBLIC HEARING AT 6:20 P.M. SO THAT MS. FARRELL'S COMMENTS WILL BE INCLUDED IN THE PUBLIC RECORD: ALL IN FAVOR: YES. ANY OPPOSED: NO. **MOTION CARRIES.**

MR. SPELLIOS TO MR. INGEMI: BARS ARE NOT ALLOWED IN SWAMPSCOTT SO THEY HAVE TO SERVE FOOD WHEN THEY ARE OPEN. HE ALSO ASKED IF THEY UNDERSTAND THE IMPACT ON NEIGHBORS? MR. INGEMI HAS BEEN A RESIDENT FOR 5 YEARS

AND HAS A YOUNG SON IN SCHOOL. HE UNDERSTANDS MS. FARRELL'S CONCERNS, ESPECIALLY WHERE SHE MENTIONED THE VILLAGE TAVERN IN SALEM BUT THE TAVERN IS A 14,000 SQUARE FOOT FACILITY THAT FITS 400 PEOPLE. THERE HAVE ONLY BEEN 5 INCIDENTS SINCE THEY OPENED WHICH THEY LEARNED FROM & CORRECTED SO IT DOESN'T HAPPEN AGAIN. MS. NOBLE STATED THAT MISSION, HAWTHORNE, ZEST, & THE YACHT CLUB ARE THE ONLY ESTABLISHMENTS ALLOWED TO STAY OPEN UNTIL 1:00 AM.

UPON **MOTION**, DULY MADE BY DAVID GRISHMAN, SECONDED BY MARY ELLEN FLETCHER, IT WAS UNANIMOUSLY **VOTED**: TO CLOSE THE PUBLIC HEARING AT 6:25 P.M.: ALL IN FAVOR: YES. ANY OPPOSED: NO. **MOTION CARRIES**.

UPON **MOTION**, DULY MADE BY DAVID GRISHMAN, SECONDED BY KATIE PHELAN, IT WAS UNANIMOUSLY **VOTED**: TO APPROVE THE TRANSFER OF LICENSE FROM ZESTFRIENDZ LLC TO DOCKSIDE PUB INC.: ALL IN FAVOR: YES. ANY OPPOSED: NO. **MOTION CARRIES**.

MS. FLETCHER'S ONLY RESERVATION IS HER CONCERN FOR THE NEIGHBORS BUT ANTICIPATES THEY'LL HAVE GREAT SUCCESS. MR. INGEMI AND HIS BROTHER WILL WORK WITH MS. FARRELL.

2. **APPOINTMENTS:** MS. CHERYL MOSCHELLA IS HERE TO BE APPOINTED AS THE PART-TIME ASSESSOR. SHE COMES TO TOWN WITH A LOT OF EXPERIENCE, INCLUDING AS A REAL ESTATE APPRAISER AND READING BOARD OF ASSESSORS MEMBER. TA FITZGERALD RECOMMENDS THAT THE BOARD APPOINT MS MOSCHELLA AS THE TOWN'S ASSESSOR.

UPON **MOTION**, DULY MADE BY DAVID GRISHMAN, SECONDED BY MARY ELLEN FLETCHER, IT WAS UNANIMOUSLY **VOTED**: TO APPROVE TA FITZGERALD'S RECOMMENDATION AND APPOINT CHERYL MOSCHELLA AS THE DIRECTOR OF ASSESSING: ALL IN FAVOR: YES. ANY OPPOSED: NO. **MOTION CARRIES**.

3. **AFFORDABLE HOUSING OPPORTUNITIES:** MR. GRISHMAN – THE TOWN HAS BEEN REACTIVE RATHER THAN PROACTIVE AND HASN'T DONE MUCH TO ADDRESS AFFORDABLE HOUSING OTHER THAN THE MACHON. NOR HAVE WE DONE MUCH TO SUPPORT VETERANS. HE IS HOPING WE CAN START TO RECTIFY THESE SITUATIONS. THE TOWN HAS AN AGREEMENT TO PURCHASE 12-24 PINE ST., ADJACENT TO THE VFW WHICH IS ON TOWN OWNED LAND. MR. SPELLIOS & I HAVE MET WITH THE LEADERSHIP OF THE VFW TO DISCUSS THE POSSIBILITY OF CONSTRUCTING 30-40 UNITS OF AFFORDABLE HOUSING FOR VETERANS WHICH WILL INCLUDE A NEW VFW POST AND A SPACE TO OFFER SERVICES ON SITE. MR. SPELLIOS ADDED THAT MR. GRISHMAN HAS BEEN CONSISTENT ON TWO TOPICS: AFFORDABLE HOUSING AND VETERANS SERVICES. WE SPEND \$55,000 ANNUALLY OUT OF A \$79.0M BUDGET ON VETERANS. THE PROBLEM IS EVERYWHERE. THE MACHON IS TREMENDOUSLY SUCCESSFUL AND GAVE US A ROAD MAP ON HOW TO CREATE AFFORDABLE HOUSING. THE HOPE HERE IS TO RECREATE THE SUCCESS OF THE MACHON AND TAKE A PARCEL THAT WAS ALREADY APPROVED FOR 21 LARGER UNITS, A BLIGHTED COMMERCIAL BUILDING IN A RESIDENTIAL NEIGHBORHOOD, AND CONTROL THE DEVELOPMENT OF IT. THE BOARD IS ALSO COMMITTED TO PROVIDING THE VFW SPACE AND OFFICE SPACE FOR SERVICES. THERE HAS BEEN AN IMPRESSIVE REEMERGENCE OF THE VFW, THANKS TO THE REPRESENTATIVES HERE NOW. MR. SPELLIOS ANTICIPATES SIGNING THE P&S AT OUR NEXT MEETING AND USING ARPA FUNDS AND AFFORDABLE HOUSING TRUST (AHT) FUNDS. THE TOWN WILL ISSUE A RFP FOR A NONPROFIT HOUSING PARTNER TO DO THE DEVELOPMENT SIMILAR TO WHAT B'NAI BRITH DID WITH THE MACHON. MR. DUFFY ECHOES YOUR SENTIMENTS; THIS IS REALLY EXCITING FOR THE TOWN AND THE COMMUNITY. PATRICK BURKE, COMMANDER, VFW, STATED THAT THIS IS AN UNBELIEVABLE OPPORTUNITY FOR THE VETERAN COMMUNITY AND THEY ARE LOOKING FORWARD TO THE PROCESS. MR. MALOON SAID IT BEST – THIS IS UNPRECEDENTED AND EXCITING. MR. DUFFY: SOMETHING LIKE THIS IS ALWAYS GREAT TO SHARE WITH THE PUBLIC AND THE BOARD IS READY TO ANSWER YOUR QUESTIONS AND CONCERNS. MR. GRISHMAN THANKED MR. BURKE FOR MEETING WITH THEM, ACKNOWLEDGED THAT THE RELATIONSHIP HAS BEEN CONTENTIOUS AND HE HOPES THEY CONTINUE TO MOVE FORWARD. THE BOARD IS HERE TO HELP. KIM EPSTEIN, AHT CHAIR, IS TASKED WITH HELPING THE TOWN MEET AFFORDABLE HOUSING GOALS. THIS IS THE EXACT PROJECT WHERE THE COMBINATION OF SPECIALIZED HOUSING, AFFORDABLE HOUSING, AND SUPPORTIVE SERVICES WILL BE FINANCED IN A WAY THAT WILL MAKE IT HAPPEN.

#### 4. JOINT MEETING WITH FINANCE COMMITTEE/DISCUSSION OF FY24 BUDGET:

FINANCE COMMITTEE CHAIR, ERIC HARTMANN OPENED THE FINANCE COMMITTEE MEETING AT 7:09 PM.

THE TOWN ADMINISTRATOR AND THE FINANCIAL TEAM HAVE BEEN PULLING THE FY24 BUDGET TOGETHER SINCE THE FALL. THIS BUDGET CONFORMS TO SELECT BOARD FINANCIAL POLICY. THERE WILL BE NO CANNABIS IMPACT FEES, \$90,000 REDUCTION, AND CUTS COSTS TO ENSURE ADEQUATE RESOURCES FOR MAINTAINING SERVICES. IT INCLUDES UTILITY EXPENSES, PREVENTATIVE MAINTENANCE AGREEMENTS AND FUNDING FOR ALL COLLECTIVE BARGAINING AGREEMENTS. MR. LUDDY & MS. SARRO SHOWED A PRESENTATION: THIS IS A \$79M BUDGET, BROKEN OUT INTO SEVERAL CATEGORIES WITH THE LARGEST BEING EDUCATION. THE TOWN BENEFITS FROM AN EXCELLENT FINANCIAL RESERVE POSITION, HAVING REACHED THE HIGHEST LEVEL THE TOWN HAS EVER HAD (EXCESS LEVY CAPACITY ISN'T A RESERVE BUT IS AN UNTAXED AUTHORIZATION). WE CAN ONLY TAX 2.5% OVER LAST YEAR. THIS SHOWS WE'RE TRYING TO BE CAREFUL. QUESTIONS FROM THE BOARD: IS FREE CASH & STABILIZATION AVAILABLE FOR OPERATING BUDGET? NO AS IT IS NOT A RECURRING REVENUE SOURCE BUT IS A PRODUCT OF REVENUES IN EXCESS OF ESTIMATES AND UNDER EXPENSES WHICH DWINDLES AS REVENUE STREAMS GET TIGHT. WHERE ARE WE IN RELATION TO POLICY? MS. SARRO WILL DISCUSS IN A LATER SLIDE. MR. SPELLIOS: STATE AID IS PROVIDED THROUGH THE GOVERNOR'S BUDGET PROCESS AND LEGISLATIVE STEPS. OVER THE YEARS WE HAVE SEEN A 3.3% INCREASE IN STATE AID. WHEN THIS BUDGET WAS DEVELOPED, WE USED CONSERVATIVE ESTIMATES. THE GOVERNOR'S BUDGET HAS SINCE BEEN RELEASED. THERE IS A 7.14% DECREASE PARTIALLY DUE TO THE REMOVAL OF CANNABIS IMPACT FEES. THERE ARE TWO REVENUES THAT WE ANTICIPATE FROM CANNABIS BUSINESSES: 3% LOCAL OPTION TAX, COLLECTED QUARTERLY AND 2) CANNABIS COMMUNITY IMPACT FEES – AGREEMENTS WRITTEN AS PERCENTAGE OF SALES. THERE HAS BEEN CONTENTION & LITIGATION AT THE STATE LEVEL THAT QUESTIONS THAT PRACTICE. THE ABILITY TO COLLECT IS UNCERTAIN SO WE ASSUME 0 % TO BE CONSERVATIVE. LEGISLATION PASSED IN 2022 THAT THE TOWN HAS TO PROVE AN IMPACT AND CAN'T ASSESS A FLAT FEE WITH THE CANNABIS COMPANY. AT THE ADVICE OF THE MMA AND OTHER COMMUNITIES, WE'RE ASSUMING 0%. MS. SARRO DISCUSSED THE FY2024 BUDGET PROCESS: DEPT HEADS HAD TO COME UP WITH 2 SCENARIOS: LEVEL FUNDED AND 10% REDUCTION, A WORST-CASE SCENARIO IN CASE OF AN UPCOMING RECESSION. THE FINANCE TEAM AND DEPT. HEADS THEN MET TO DISCUSS BUDGETS. THERE WERE SOME REDUCTIONS BUT THE BUDGET FOLLOWS THE 2% + \$425,000 OF NEW GROWTH POLICY. MS. FLETCHER ASKED ABOUT THE CHANGE FROM A SENIOR PLANNER TO ASSISTANT DIRECTOR (IT WAS RECOMMENDED THAT WE MAKE THE POSITION MORE ATTRACTIVE AS A NUMBER OF COMMUNITIES ARE LOOKING FOR A SENIOR PLANNER. THERE ARE A # OF CANDIDATES AND WE SHOULD BE FILLING THAT POSITION SHORTLY). THERE WAS A BRIEF DISCUSSION ABOUT FACILITIES AND THE NEW SCHOOL BUILDING PROJECT, WHICH IS OVERSEEN BY FACILITIES DIRECTOR MAX KASPER. PUBLIC SAFETY INCLUDES AN INCREASE DUE TO THEN COLA INCREASES AND THE LYNN DISPATCH CONTRACT (WHICH IS STILL IN NEGOTIATIONS). HUMAN SERVICES INCLUDES AN INCREASE OF 1.42%. PUBLIC & REGIONAL SCHOOLS INCLUDE 2.6% INCREASE IN PUBLIC SCHOOLS AND 5% INCREASE OF VOCATIONAL SCHOOL BUDGET BUT DOES NOT INCLUDE FUNDING TO THE DISTRICT FOR NON-RESIDENT TUITION. THE SCHOOL DEPT. BUDGET WAS IN LINE BUT THE SCHOOL COMMITTEE INCREASED IT. PUBLIC EDUCATION ACCOUNTED FOR 64% OF ALL GENERAL FUND SPENDING WITH THE REMAINING 36% SHARED AMONG THE REST OF GOVERNMENT FUNCTIONS. MR. SPELLIOS: THESE ARE GROSS COSTS NOT NET AND THERE ARE SOME INDIRECT COSTS THAT WE HAVE DEDICATED REIMBURSEMENT FOR THAT HE WOULD LIKE TO SEE. MS. SARRO: STATE AID DOES NOT HAVE A CLEAR REVENUE LINE FOR VOCATIONAL SCHOOL REIMBURSEMENT. THERE WAS A DISCUSSION ABOUT THE SCHOOL BUDGET, INCLUDING SCHEDULE 19 ADJUSTMENTS, CATEGORIES THAT THE TOWN PAYS FOR VS. WHAT THE SCHOOL DEPT. PAYS FOR AND BREAKING SPENDING OUT BETWEEN TOWN AND SCHOOL, CHARTER SCHOOL ASSESSMENTS. MR. LUDDY DISCUSSED THE DEBT SERVICE COST CENTER WHICH GREW SIGNIFICANTLY FOR FY23 FOR CAPITAL NEEDS, SPECIFICALLY DUE TO THE NEW SCHOOL PROJECT. THE SCHOOL'S PORTION OF THE DEBT SERVICE IS OVER \$3MM OUT OF \$7MM. LONG-TERM DEBT IS MATURING FOR A 5% REDUCTION IN PRINCIPLE PAYMENTS, EMPLOYEE BENEFITS HAVE INCREASED 4% DUE TO THE INCREASE IN PAYROLL TAX AND HEALTH INSURANCE HAS INCREASED BUT WE WON'T KNOW HOW MUCH UNTIL OPEN ENROLLMENT, AND THERE IS AN INCREASE IN PENSION CONTRIBUTIONS. THIS BUDGET IS GOING TO BE VERY TIGHT AND WE MAY HAVE TO REALLOCATE FUNDS FOR HEALTH CARE COSTS, WHICH ARE PREDICTED TO BE SIGNIFICANT. WE WERE IN A SIMILAR SITUATION LAST YEAR, ONE OF

THE ASSESSMENTS CHANGED FAVORABLY, NETTING US MORE MONEY, WHICH WAS APPLIED PROPORTIONATELY TO THE SCHOOLS. THE STATE BUDGET HAS ALREADY BEEN ANALYZED AND SHOWS A NET INCREASE OF \$274,945 OR 5% ON RECEIPTS AND 2.8% ON ASSESSMENTS OVER WHAT WE BUDGETED. THE FINANCE TEAM REDUCED THE BUDGET BY \$500,000 AND FEEL THIS IS A GOOD BUDGET AS IT FUNDS OUR RESPONSIBILITIES. WE HAVE GOOD CONTRACTS IN AN INFLATIONARY ECONOMY ALTHOUGH THEY'RE MORE EXPENSIVE THAN THEY SHOULD BE. DISCUSSED COSTS, MANAGING THEM, AND KEEPING THE TOWN AFFORDABLE AS WELL AS LINE-ITEMS THAT ARE PERPETUALLY UNDERFUNDED. COMPARATIVE ANALYSES WITH PEER COMMUNITIES HAVE BEEN CONDUCTED TO SEE WHERE THE TOWN FITS. THERE HAS BEEN A 22.5% INCREASE IN STATE AID ASSESSMENTS IN THE PAST 3 YEARS. STABILIZATION ACCOUNTS WILL NOT BE INCREASED THIS FISCAL YEAR AS THESE NUMBERS ARE DROPPING DUE TO A STRESSED BUDGET. WE HAVE SOME CHALLENGES — OPERATING COSTS, HEALTH CARE AND RETIREMENT COSTS ARE INCREASING AND WE ARE PAYING A DISPROPORTIONATE SHARE. WE HAVE TO GROW THE TAX BASE. THE TOWN IS INVESTING IN EXPENSIVE CAPITAL PROJECTS AND TWO BUDGETS IN A ROW HAVE INCREASED TAXES. MS. FLETCHER WOULD LIKE TO SEE CONVERSATIONS WITH THE SCHOOL DEPT. ABOUT SHARING DEPARTMENTS SUCH AS FACILITIES AND HR. MR. LUDDY WILL BE PUTTING FORTH A COMPREHENSIVE CAPITAL IMPROVEMENT PROJECT LIST SOON. MR. SPELLIOS, REGARDING SCHOOL COMMITTEE COMMENTS: THE SCHOOL COMM. HAS AN IMPORTANT JOB FOR STUDENTS BUT SELECT BOARD'S JOB IS FOR ALL TOWN RESIDENTS IN ADDITION TO STUDENTS. WE SUCCESSFULLY PARTNERED WITH THE SCHOOL COMM TO BE ABLE TO PUT FINANCIAL CONTROLS IN PLACE FOR A \$100M SCHOOL. WE WON'T BE ABLE TO DO THE NEXT PROJECT IF WE CHANGE OUR BEHAVIOR AND RETURN TO OUR PRE-DISCIPLINED WAYS, WE WON'T BE ABLE TO DO ANYTHING. WE HAVE TO FIND A WAY TO DO EVERYTHING AND HAVE TO RETURN TO FINANCIAL DISCIPLINE, INCLUDING THE SUPERINTENDENT. COSTS ARE RISING AND WE NEED TO INVEST IN THE MIDDLE SCHOOL, EVERYONE HAS TO STRIKE THE BALANCE.

UPON **MOTION**, DULY MADE BY NAOMI DREEBEN, SECONDED BY JOAN HILARIO, IT WAS UNANIMOUSLY **VOTED**: TO ADJOURN THE FINANCE COMMITTEE MEETING AT 8:42 P.M.: ALL IN FAVOR: YES. ANY OPPOSED: NO. **MOTION CARRIES.**

5. **NOTE SALE:** TOWN TREASURER/COLLECTOR, PATRICK LUDDY, HAS BEEN WORKING WITH BOND COUNSEL GOING THROUGH THE LIST OF PROJECTS AND HAD A NOTE SALE OF \$4.4M TO FINANCE PROJECTS FROM 2020, 2021 AND 2022 AS APPROVED BY TOWN MEETING AND TO COVER A NOTE MATURING THIS YEAR. THERE WERE FIVE BIDS AND THE WINNER IS FIDELITY CAPITAL MARKETS WITH A 3.51% NET COST. THE HIGHEST BID CAME IN AT 4.1%. THE BOARD IS BEING ASKED TO VOTE ON THE FINAL APPROVAL AND SALE OF THE NOTES. MR. LUDDY ALSO NEEDS SIGNATURES FROM THE MAJORITY OF THE BOARD. HE DID NOT ASK FOR A NEW RATING AS THE FEE OUTWEIGHED THE BENEFIT BECAUSE THE TOWN IS AT THE HIGHEST S&P FOR SHORT-TERM (1-YEAR) BORROWING NOW. MS. FLETCHER ASKED ABOUT BORROWING AGAIN FOR A NOTE FROM LAST YEAR THAT IS GOING TO MATURE. PER MR. LUDDY, HE DOES AN ANALYSIS AFFORDS US A YEAR FOR ADDITIONAL DEBT TO MATURE SO WE DON'T HAVE TO MAKE ADDITIONAL PRINCIPLE PAYMENTS. FUNDS WILL BE INVESTED. MS. FLETCHER STATED THAT SHE IS CONCERNED AND DISAPPOINTED THAT THIS IS 2 YEARS WITHOUT PAYING PRINCIPLE, BORROWING AND PAYING FOR PROJECTS WE HAVEN'T STARTED.

UPON **MOTION**, DULY MADE BY PETER SPELLIOS, SECONDED BY DAVID GRISHMAN, IT WAS UNANIMOUSLY **VOTED**: THAT THE WRITTEN VOTES PRESENTED IN THIS MEETING IN CONNECTION WITH THE TOWN'S SALE OF ITS NOTES BE ADOPTED AS WRITTEN AND INCORPORATED INTO THE MINUTES OF THIS MEETING IN FULL: ALL IN FAVOR: YES. ANY OPPOSED: NO. **MOTION CARRIES.**

6. **HADLEY/HAWTHORNE REUSE DISCUSSION:** MR. DUFFY: AT THE LAST MEETING WE DISCUSSED FUTURE USES OF THE HADLEY AND THE SENSE OF URGENCY IN MOVING THIS PROJECT ALONG AS WELL AS THE NEED TO WORK ON A TRACK WITH THE HAWTHORNE AND HADLEY. HE WOULD LIKE INDIVIDUAL BOARD MEMBERS AND THE BOARD AS A WHOLE TO DISCUSS THEIR THOUGHTS.
- MR. GRISHMAN — THE BUDGET CONVERSATION IS EYE-OPENING, WE NEED TO TALK ABOUT HOW TO EXPAND REVENUE WITHOUT TAXING AND CUTTING SERVICES FURTHER. IT'S OBVIOUS THAT ONE OF THESE PROPERTIES HAS TO BE REVENUE

GENERATING. BASED ON FEEDBACK FROM THE HADLEY REUSE COMMITTEE, A HOSPITALITY ASPECT WILL BRING ROOM & MEALS TAXES AND BRING PEOPLE TO HUMPHREY STREET. A BOUTIQUE HOTEL WILL BE SUCCESSFUL.

- **MS. FLETCHER** — FEELS THAT THE HADLEY & HAWTHORNE NEED TO BE LOOKED AT TOGETHER AND AGREE THAT BUDGETS AREN'T GOING TO GET BETTER. WE COULD USE A REVENUE GENERATING PROJECT AND SOMETHING COMMUNITY ENHANCING SUCH AS GROTON'S BEAUTIFUL SMALL BOUTIQUE HOTEL. SHE ALSO DOESN'T SUPPORT FULL OPEN SPACE AT THE HAWTHORNE AND FEELS SOME OF IT HAS TO BE REVENUE GENERATING.
- **MS. PHELAN** — IS ENVISIONING MIXED USE COMMERCIAL, A CENTRAL LOCATION WHERE COMMUNITY EXISTS, A SPACE FOR COMMERCIAL TENANTS AND AN EVENT SPACE FOR PEOPLE TO RENT, AS WELL AS A COMMUNITY SPACE — BIG BLUE BARGAINS, ANCHOR FOOD PANTRY — CREATE A HUB FOR PEOPLE WHO WANT TO UTILIZE COMMUNITY SERVICES.
- **MR. DUFFY** — AGREES GENERALLY WITH A HOSPITALITY USE AND A BOUTIQUE HOTEL. HOSPITALITY IS A NEED BUT A SIGNATURE OPEN SPACE AREA ACROSS THE STREET WOULD BRING PEOPLE TO THE AREA. IMPORTANT TO KNOW HOW A MIXED USE WOULD DO IN THAT SPACE.
- **MR. SPELLIOS** — APPRECIATE WHAT EVERYONE'S SAYING AND FEELS THE HAWTHORNE NEEDS TO BE PREDOMINANTLY OPEN SPACE. THE OTHER STUFF WILL CORRUPT THE PURITY OF THE PUBLIC SPACE AND WILL SACRIFICE THE SPACE (1.5 ACRES). HE'S COMFORTABLE DOING AFFORDABLE HOUSING, NOT COMFORTABLE WITH EXECUTING REVENUE GENERATING SPACE. WHEN IT COMES TO HADLEY, MR. SPELLIOS AGREES WITH MS. PHELAN. IF WE CAN'T USE IT IN THE CONDITION IT IS IN NOW, WE'RE GOING TO HAVE TO USE CAPITAL WHICH MEANS HAVING TO INVEST IN IT. AGREE WITH A BOUTIQUE HOTEL BUT IT'S A VERY COMPLICATED REAL ESTATE DEAL AND HE FEELS IT IS IN THE TOWN'S BEST INTEREST TO DO A FEASIBILITY AND MARKETING STUDIES FOR THE LOCATION TO SEE IF THERE IS EVEN A MARKET HERE. WE NEED CONSULTANTS TO DETERMINE IF A BOUTIQUE HOTEL IS ADVISABLE. THE TOWN MAY HAVE TO CONTRIBUTE SOMETHING. MS. FLETCHER ASKED IF WE CAN DO A STUDY FOR WHAT THE BEST USE IS? MR. SPELLIOS STATED THAT MARKET RATE CONDOS ARE THE BEST USE. I'VE TALKED TO SEAN ABOUT HIRING PINNACLE TO DO A MARKET STUDY AND WOULD LIKE TO GIVE SEAN THE BOARD'S OK TO MOVE AHEAD WITH A MARKET STUDY. TA FITZGERALD LIKES THE IDEA OF A COMMUNITY AND CIVIC CENTER.
- THE BOARD GAVE UNANIMOUS CONSENT TO HAVE TA FITZGERALD REACH OUT TO PINNACLE ADVISORY GROUP.

## C. VOTES OF THE BOARD

1. **APPROVAL OF THE CONSENT AGENDA:** MR. DUFFY IS REMOVING THE ONE DAY LIQUOR LICENSE REQUEST FROM BENT WATER, ITEM #3. THE APPLICATION IS CORRECT BUT THE AGENDA HAS AN INCORRECT DATE. GARGI COOPER IS ORGANIZING AN EVENT AT THE HIGH SCHOOL — THERE WILL BE A LOT OF GREAT ITEMS UP FOR AUCTION, BEER & WINE, AND APPETIZERS FOR \$35. THERE WAS A BRIEF DISCUSSION ABOUT SERVING ALCOHOL IN A SCHOOL (THE SUPERINTENDENT APPROVED THIS EVENT). OTHERS HAVE APPROACHED TA FITZGERALD ABOUT HAVING A CONCERT AT THE HS WITH ALCOHOL.

UPON **MOTION**, DULY MADE BY PETER SPELLIOS, SECONDED BY MARY ELLEN FITZGERALD, IT WAS UNANIMOUSLY **VOTED:** TO APPROVE A ONE DAY LIQUOR LICENSE FOR BENT WATER BREWING CO.: ALL IN FAVOR: YES. ANY OPPOSED: NO. MOTION CARRIES.

## D. CONSENT AGENDA

*THE CONSENT AGENDA IS DESIGNED TO EXPEDITE THE HANDLING OF ROUTINE AND THE MISCELLANEOUS BUSINESS OF THE BOARD. THE SELECT BOARD MAY ADOPT THE ENTIRE CONSENT AGENDA WITH ONE MOTION. AT THE REQUEST OF ANY BOARD MEMBER, ANY ITEM(S) MAY BE REMOVED FROM THE CONSENT AGENDA AND PLACED ON THE REGULAR AGENDA FOR DISCUSSION.*

### CONSENT AGENDA ITEMS:

1. VOTE TO APPROVE APPLICATION FOR HAWKING & PEDDLING AND DOOR TO DOOR SOLICITATION FOR EMPLOYEE, COREY SAPIENZA, OF SUNRUN (SOLAR PANELS) LOCATED AT 240A CHERRY STREET, SHREWSBURY, MA 01545
2. VOTE TO APPROVE CHANGE OF MANAGER APPLICATION FOR BERTUCCI'S RESTAURANTS, LLC, (APPLICANT: GARRETT CARMEN) LOCATED AT 450 PARADISE RD.
3. VOTE TO APPROVE ONE-DAY LIQUOR LICENSE FOR GARGI COOPER FOR EVENT AT SWAMPSCOTT HIGH SCHOOL, 200 ESSEX ST., FRIDAY, MARCH 31, 2023, 4:00 PM – 10:00 PM – SEE MOTION ABOVE.
4. VOTE TO APPROVE MINUTES OF THE REGULAR MEETING OF 2/15/23

UPON **MOTION**, DULY MADE BY DAVID GRISHMAN, SECONDED BY MARY ELLEN FLETCHER, IT WAS UNANIMOUSLY **VOTED** TO APPROVE THE CONSENT AGENDA ITEMS 1, 2 & 4: ALL IN FAVOR: YES. ANY OPPOSED: NO. **MOTION CARRIES.**

#### **E. TOWN ADMINISTRATOR'S REPORT**

- i. THANKED FINANCE TEAM AND DEPARTMENT HEADS FOR THEIR WORK ON THE BUDGET. THEY ALL WORKED HARD PUTTING THEIRS TOGETHER. I FEEL WE HAVE A SOLID BUDGET.
- ii. TOWN CLERK IS BUSY WITH CENSUS, DOG LICENSES.
- iii. PUTTING PLANS TOGETHER FOR FIRST ANNUAL ST. PATRICK'S DAY LUNCHEON. PROCEEDS WILL BENEFIT JULY 4<sup>TH</sup> FIREWORKS EVENT. WE'RE ON A TWO-YEAR SCHEDULE WITH TODISCO COUNTRY CLUB. MR. SPELLIOS WOULD LIKE TO GIVE TA FITZGERALD PERMISSION TO WRITE A VERY STRONGLY WORDED LETTER EXPRESSING THE BOARD'S DISSATISFACTION. HE WILL LOOK INTO IT. MS. FLETCHER WILL GIVE THEM THE BENEFIT OF THE DOUBT AND REQUEST THAT TA FITZGERALD HAVE A DIRECT CONVERSATION WITH THEM.
- iv. THANKED THE BOARD FOR APPROVING THE HIRING OF CHERYL MOSCHELLA AND RECOGNIZED DICK SIMMONS FOR HIS ASSISTANCE OVER THE LAST 6 MONTHS. I WOULD LIKE TO HAVE HIM BACK BEFORE THE BOARD TO TALK ABOUT HIS PERSPECTIVE AND POSSIBLE CHANGES.
- v. LIBRARY DIRECTOR JONATHAN NICHOLS HOSTED THE VETERANS' GROUP AND IS WORKING WITH SURE CAPTURING RESIDENTS' UNIQUE HISTORIES.
- vi. MIKE SWEENEY HAS BEEN INVITED TO DO STORY TIME AT THE LIBRARY TOO.
- vii. ASKED POLICE AND FIRE TO WORK WITH SWAMPSCOTT HOUSING FOR ADDITIONAL HANDICAPPED PARKING SPACES AROUND THEIR CAMPUSES.
- viii. THANKED EVERYONE WHO PARTICIPATED IN THE SURE EVENT CELEBRATING BLACK HISTORY MONTH MONDAY NIGHT. THOSE WHO ARE PULLING THESE EVENTS TOGETHER ARE DOING A WONDERFUL SERVICE FOR EVERYONE.

#### **F. SELECT BOARD TIME**

**MR. DUFFY:** READ DEBORAH NEWMAN'S COMMENT THAT WAS EMAILED TO HIM EARLIER TODAY RE: THE WELL-ATTENDED DISCUSSION ON COYOTES.

**MS. FLETCHER:** 1) SWAC IS AMAZING. I'LL GET HIGHLIGHTS FROM THE MEETING. 2) THE COYOTE ISSUE IS SOMETHING I'M CONCERNED ABOUT. I WOULD LIKE A REAL PLAN FROM THE POLICE CHIEF AND ANIMAL CONTROL OFFICER. TA FITZGERALD: IF RESIDENTS HAVE CONCERNS, THEY SHOULD REACH OUT TO THE ACO. I DON'T EXPECT THAT WE ARE GOING TO BE EUTHANIZING COYOTES. MS. FLETCHER: WHAT ARE WE DOING PROACTIVELY? PEOPLE ON THE PRESENTATION WERE TRYING TO UNDERSTAND WHAT THEY SHOULD DO SHOULD THEY BE APPROACHED? TA FITZGERALD WILL REACH OUT TO THE ACO AND RECOGNIZED THE WORK OF THE SWAMPSCOTT CONSERVANCY IN EDUCATING RESIDENTS. MR. SPELLIOS: RESIDENTS SHOULDN'T HAVE TO CALL THE POLICE. WE HAVE TO BE PROACTIVE. 3) THANKED SURE FOR THEIR WORK MONDAY NIGHT AT THE BLACK HISTORY MONTH EVENT. THE HIGH SCHOOL CHOIR IS VERY IMPRESSIVE.; 4) THE BOARD HAD A HEATED CONVERSATION LAST MEETING. THE POLICE CHIEF SAID HE WOULD LIKE TO HAVE A MEETING WHICH SHE WOULD LIKE TO FACILITATE IF EVERYONE ELSE IS OPEN TO IT. MR. DUFFY RESPONDED THAT HE & MR. GRISHMAN HAVE PLANS TO MEET WITH THE CHIEF. WE WANT TO HAVE THESE CONVERSATIONS BUT THERE IS A BIG CHALLENGE IN HAVING IT PUBLICLY. MR. SPELLIOS ALSO STATED THAT THE BOARD WON'T BE ABLE TO SPEAK FREELY DUE TO LAWS. HE ALSO CONTENDS THAT THE CHAIN OF COMMAND IS WITH THE TOWN ADMINISTRATOR. MR. DUFFY AGREES THAT THIS IS A SLIPPERY SLOPE AS IT IS A PERSONNEL/TOWN MANAGEMENT ISSUE.

DEPARTMENT HEADS REPORT TO THE TA WHO REPORTS TO THE BOARD. THIS IS NOT SPECIFIC TO THE POLICE DEPT. BUT IT OPENS UP A DOOR THAT WILL LEAD TO DYSFUNCTION. TA FITZGERALD FEELS THE DYSFUNCTION HAS TO DO WITH THE SIGNIFICANT CHANGE POLICE AND FIRE HAVE HAD TO DEAL WITH. IF EVERYTHING BECOMES POLITICAL, IT HANDICAPS THE TOWN ADMINISTRATION. MS. FLETCHER DISAGREES THAT THE ISSUE IS ABOUT CHANGE AND FEELS WE HAVE ISSUES DUE TO LACK OF COMMUNICATION. SHE IS LOOKING FORWARD TO THEM HAVING A CONVERSATION.

**MR. GRISHMAN:** NOTHING TO ADD.

**MS. PHELAN: 1)** ACKNOWLEDGED THE HARD WORK OF THE PTOs IN ANTICIPATION OF BECOMING ONE SCHOOL, ESPECIALLY IN MAKING SURE THAT THE EXPERIENCE AT EACH ELEMENTARY SCHOOL IS SIMILAR. **2)** THERE IS A SOMEONE SPECIAL DANCE THIS WEEK AT THE HIGH SCHOOL FOR ELEMENTARY SCHOOL CHILDREN.

**MR. SPELLIOS: 1)** THANKED MS. PHELAN AND THE PTOs FOR HOLDING A SOMEONE SPECIAL DANCE; **2)** THANKED CHARLIE PATSIOS FOR BEING IN OUR EAR AND ADVOCATING FOR SOMETHING THAT HAS SIMILARITY TO WHAT WE ARE DOING (BUILDING AFFORDABLE HOUSING).

UPON **MOTION**, DULY MADE BY DAVID GRISHMAN, SECONDED BY KATIE PHELAN, IT WAS UNANIMOUSLY **VOTED:** TO ADJOURN AT 9:45 P.M.: ALL IN FAVOR: YES. ANY OPPOSED: NO. MOTION CARRIES.

TRUE ATTEST,

*Dianne Marchese*

DIANNE MARCHESE, ADMINISTRATIVE ASSISTANT TO THE TOWN ADMINISTRATOR & SELECT BOARD

MINUTES APPROVED BY THE SELECT BOARD ON 3/15/23

ATTACHMENTS:

DEB NEWMAN'S EMAIL TO MR. DUFFY  
TRANSFER OF LICENSE  
BUDGET PRESENTATION  
NOTES DOCUMENTATION  
ONE DAY LIQUOR LICENSES  
HAWKING & PEDDLING APPLICATION  
TA REPORT

**I couldn't unmute**

Deb <deba2176@gmail.com>

Wed 3/1/2023 6:34 PM

To: Neal Duffy <nduffy@swampscottma.gov>;Dianne Marchese <dmarchese@swampscottma.gov>

Hi Neal.

I missed public comment because I had no audio, and then could not unmute - - - the mic kept disappearing when I tried. Zoom better! Thanks.

Anyway, I wanted to say the following. Are you at liberty to read it aloud?

I want to let residents know that if they missed last night's well-attended presentation, Living With Coyotes, it should be available as a recording by Monday. If anyone would like a copy, please email [deb4coyotes@gmail.com](mailto:deb4coyotes@gmail.com) and I'll be happy to send it along.

Thank you to Katie Phelan for attending last night. I want to urge other members of the Select Board and the Town Administrator to request the recording, as the presentation contains a good overview of how a Coyote Response Plan works.

As a town, we're already well behind in what we should be doing to ensure that residents are well-informed and feel more self-assured among coyotes. More importantly, we should be able to rely on experts to investigate current circumstances and prevent conflicts from happening, especially as pupping season is only a few weeks away.





# TOWN OF SWAMPSCOTT

## POLICE DEPARTMENT

531 HUMPHREY STREET, SWAMPSCOTT, MA 01907



### APPLICANT INFORMATION

**Applicant Name:** Andrew Ingemi  
**Name of Business:** Dockside Pub, Inc  
**Address:** 286 Humphrey Street  
Swampscott, MA 01907  
**Zoning District:** B1 / HSOD  
**License Type:** Section 12  
**License Category:** All Alcoholic Beverages  
**Hours of Operation:** 7:00AM - 1:00AM

§12 On-Premises Retail	Allowed	Issued	Available
All Alcohol	17	13	4
Wines & Malt			
Wines & Malt w/ Cordials	5	1	4
Special Legislation	8	2	6
Vet Club		1	

§15 Off-Premises Retail	Allowed	Issued	Available
All Alcohol	4	2	2
Wines & Malt	5	3	2


### GENERAL INFORMATION / STAFF COMMENT


- Transfer of license from ZestFriendz, LLC to Dockside Pub INC.
- This establishment is described as a seafood inspired pub including a full service restaurant and a take-out window.
- Applicant has not yet applied for neither Common Victualler License nor Entertainment License (applicant is aware).
- The Office of Community & Economic Development has reviewed this application and finds that this local business fits the goals outlined in the Master Plan, including the contribution to a growing local business district and variety in dining services.

### ZONING INFORMATION

- The property lies within the B1 Zoning District and the Humphrey Street Overlay District.
- There are neither no schools nor churches within a 200' radius of the property
- The restaurant use is allowed by-right within both the B1 and Humphrey Street Overlay District, however, the operation of a take-out window will require a special permit from the Zoning Board of Appeals per Section 2.2.3.0, Commercial Uses,

Number 19

  
Marzie Galazka, Director  
Community & Ecomic Development

  
Sean Fitzgerald, Administrator  
Town of Swampscott

  
Dr. Ruben Quesada, Chief  
Swampscott Police Department



# FY2024 Town Administrator's Proposed Budget

Presentation to the Select Board &  
Finance Committee  
03.01.2023

# Current Conditions

- Regional and National economic data is mixed.
- The COVID-19 pandemic continues to have an impact on the community's well-being.
- Unemployment remains low, overall property valuations continue to rise, and global supply chains have generally improved.
- Costs for a range of products and services are higher than a year ago.
- The Federal Reserve's ongoing efforts to curb inflation by raising interest rates are having an effect on economic activity and will impact the cost of borrowing.
- As we developed this budget, state finances appeared uncertain. The State's consensus revenue estimate puts overall revenue at 1.6% above the latest estimate for FY 2023.
- Swampscott has maintained and sustained strong growth despite these conditions. (\$634,977)



# FY 2024 Budget

The FY 2024 proposed budget totals \$79,168,623.

Balanced using conservative estimates for state aid and local receipts.

Proposed budget includes no Cannabis Community Impact Fees (\$90K): Host Community Agreements (HCA) payments are the subject of current and potential litigation.

Proposed FY 2024 budget ensures that adequate resources were provided to maintain services but refrained from funding significant new initiatives.

Funding to meet increased costs due to inflationary increases, including utilities expenses and maintenance agreements.

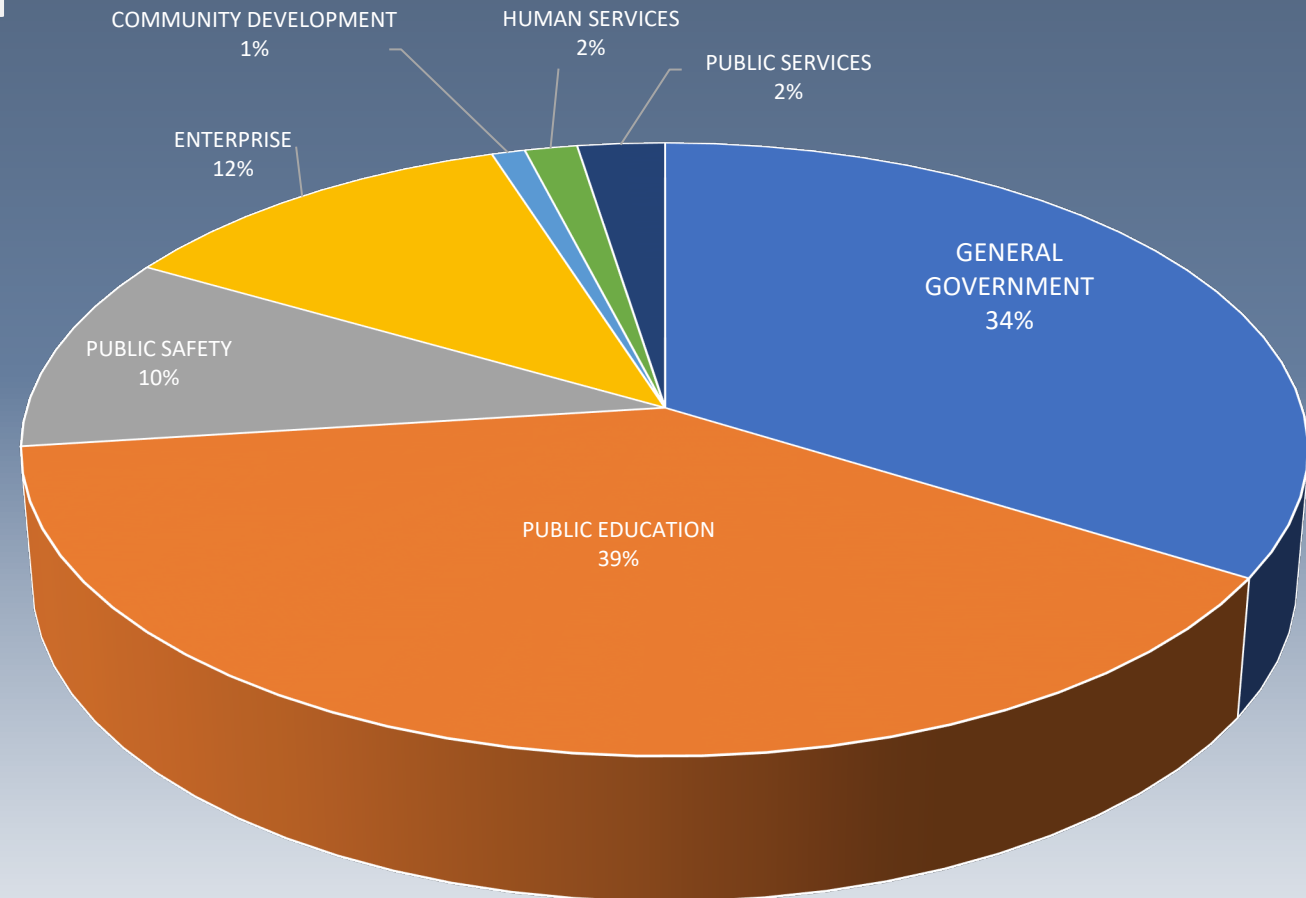
Funding of collective bargaining agreements for all Town Union Collective Bargaining Contracts Wage increases and funding for wage increases for nonunion employees.



# Overview – FY2024 Proposed Budget \$79,168,623

Swampscott's Town Budget has seven key funding areas:

- General Government 34%\*
- Community Development 1%
- Public Safety 10%
- Public Services 2%
- Human Services 2%
- Public Education 39%
- Enterprise Funds 12%



# Current Reserve Balances

Free Cash: \$2,170,544

Stabilization: \$6,215,451

Excess Levy Capacity:  
\$8,937,420

Reserves as % of Revenue:  
25.44%



# Overview

Estimated Revenue

Budget Process

Proposed FY2024 Budget Highlights

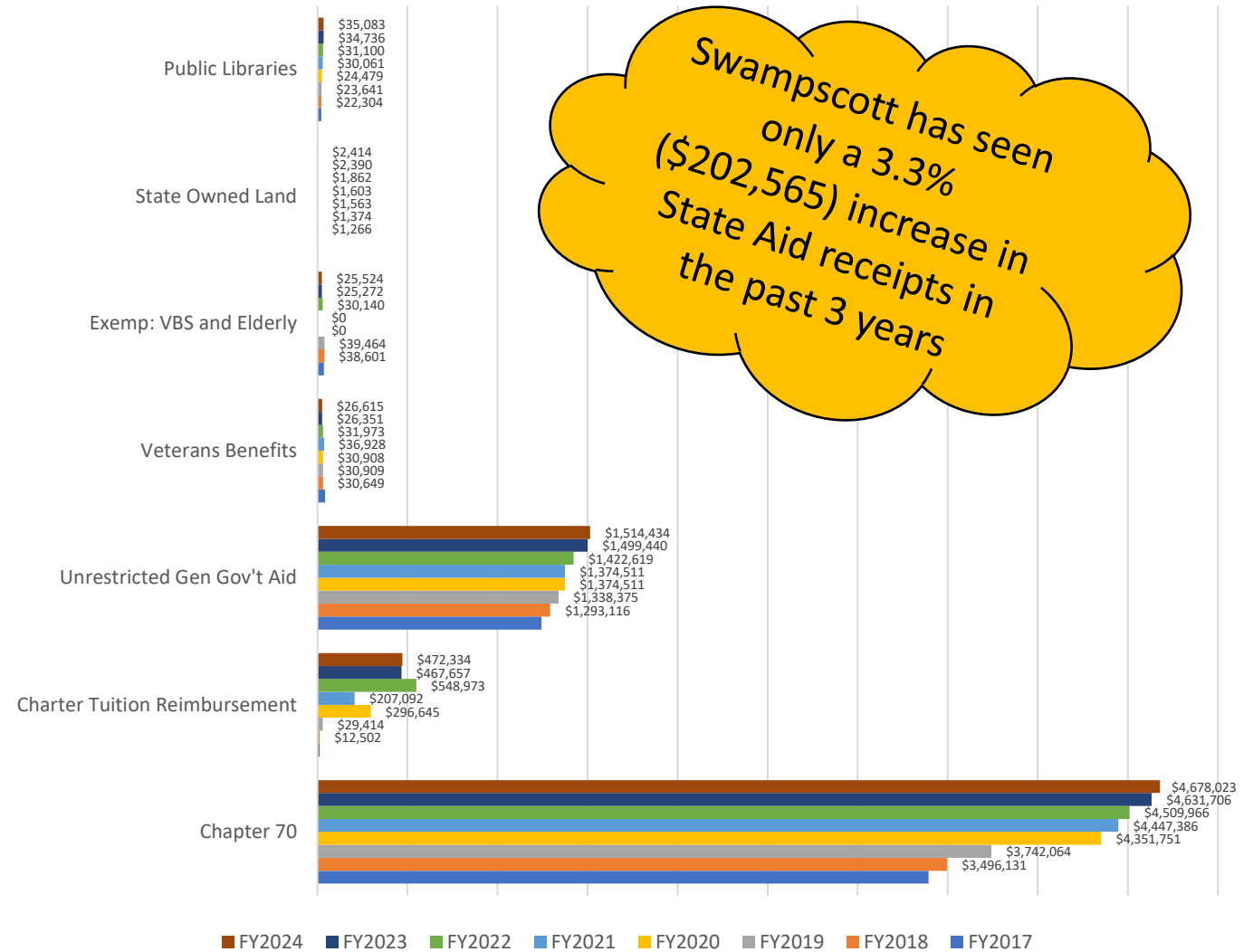
- General Government (Administration & Finance)
- Community & Human Services (Community Development, Library, Senior Center)
- Public Services (DPW, Facilities)
- Public Safety (Police, Fire, Emergency Management)
- Public & Regional Schools
- Debt and Benefits

The Ongoing Challenges

Questions

## Proposed Budget Highlights – STATE AID

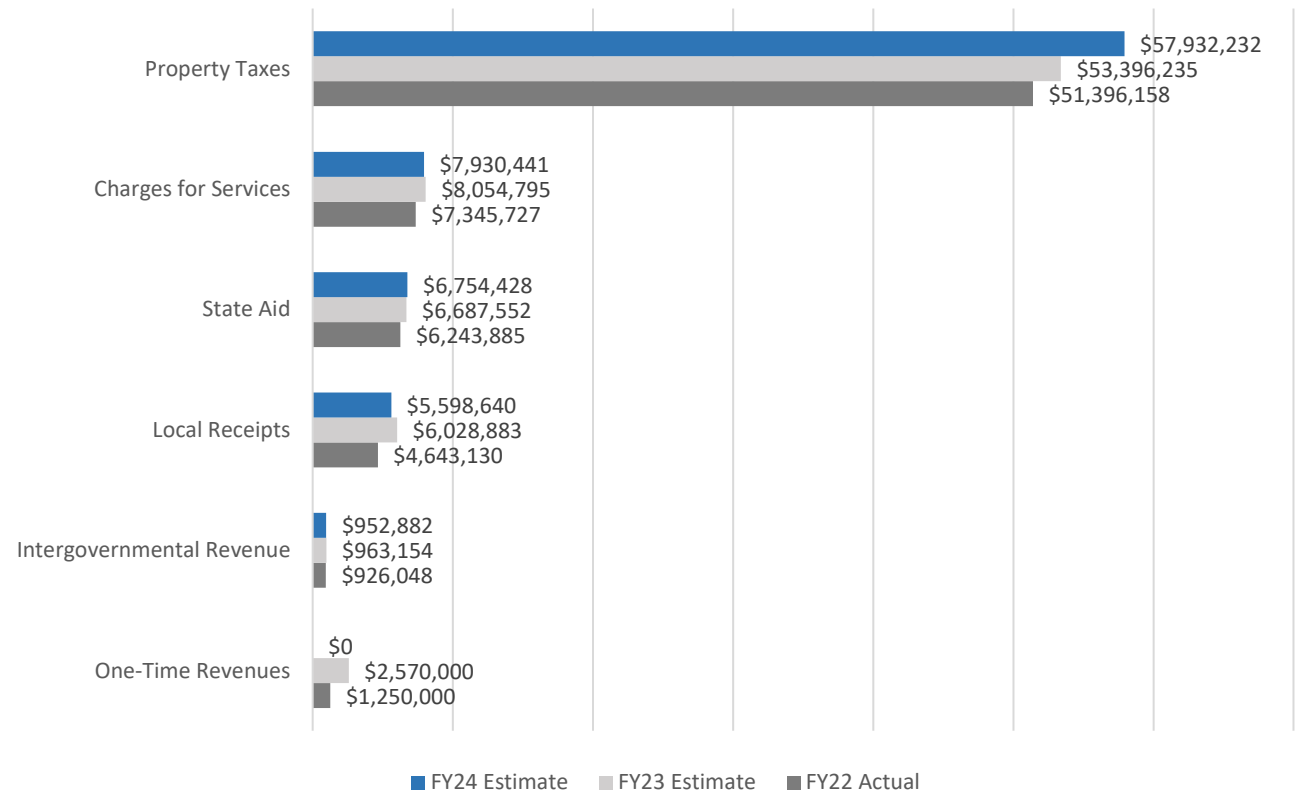
- The Governor's budget has not yet been released.
- We budgeted a conservative 1% increase in State Aid and will adjust once released on March 1<sup>st</sup>.





## Proposed Budget Highlights – LOCAL RECEIPTS

- Decrease of \$430,243 (-7.14%) over FY2023, total FY2024 estimate \$5,598,640
  - Reflects removal of Cannabis Community Impact Fees
- The Town continues to estimate receipts conservatively based on actual historical receipts collected



# FY2024 Budget Development Process

On **December 8th**, the Town released budgetary guidance and asked all Town Departments to provide a realistic outlook for FY2024. We also asked for the following fiscal scenarios:

**SCENARIO #1: LEVEL-FUNDED BUDGET.** This means that the bottom line of each non-personnel budget needed to be the same as FY2023's budget. (Department Heads were asked to shift between individual line items, but the bottom line should equal FY2023)

**SCENARIO #2: 10% REDUCTION.** This means that the bottom line of Department budgets should represent a reduction to personnel and expense budgets and the what the effects of those cost reductions will be on services and programs.

- This was in anticipation of a “worst case scenario” for an upcoming recession

Budgets were due on **December 28, 2022**, and review meetings with the Finance Team took place between December 2022 and February 2023. During these meetings, the Finance Team considered changes in municipal spending that would improve the delivery of municipal services. Detailed reviews and discussions lead to a number of consolidations and changes to the budgets.

# FY2024 Budget Process

**FY2024 Budget follows the 2% + \$425,000 of new growth policy that gives the General Fund guideline of \$69,876,998**



**This budget includes \$9,291,625 for the following Enterprise Budgets in FY2024:**

Sewer  
\$3,034,185

Water  
\$4,522,368

PEG  
\$184,997

Solid Waste  
\$1,550,074

# Proposed FY2024 Budget Highlights – ADMINISTRATION & FINANCE \$3,132,075

## Includes:

- Select Board
- Town Administrator
- Town Accountant
- Assessors
- Treasurer/Collector
- Information Technology
- Parking Enforcement
- Legal/Liability Insurance
- Human Resources
- Salary Reserves/End of Employment
- Town Clerk/Elections

Proposed Budget includes a decrease of **\$49,452** (-1.55%) under the FY2023 budget

Major drivers are:

New permanent Assessing Director

Reduction in Salary Reserve due to last year's ongoing Collective Bargaining negotiations

Includes anticipated End of Employment costs for Town & School

# Proposed FY2024 Budget Highlights – COMMUNITY DEVELOPMENT \$755,450

## Includes:

- Conservation Commission
- Community Development
- Board of Appeals
- Building Department
- Health Department
- Recreation
- Historical Commission

Proposed Budget includes an increase of **\$15,464** (+2.09%) over the FY2023 budget

Major drivers are:

Change from Senior Planner to Assistant Director of Community Development

State Weights & Measures increased the fee from \$5,000 to \$10,000 annually

# Proposed FY2024 Budget Highlights – PUBLIC SERVICES \$1,979,862

## Includes:

- Facilities
- Cemetery
- Public Works
- Snow & Ice

Proposed Budget includes a decrease of **\$91,063** (-4.40%) over the FY2023 budget

Major drivers are:

Reduction of temporary summer help

Reduction of Snow & Ice

# Proposed FY2024 Budget Highlights – PUBLIC SAFETY \$8,167,141

## Includes:

- Police
- Constables
- Harbormaster
- Fire
- Emergency Management

Proposed Budget includes an increase of **\$339,100** (+4.33%) over the FY2023 budget

Major drivers are:

Collective Bargaining COLAs

Anticipated increase to the Lynn Dispatch contract\* (still in negotiations)

# Proposed FY2024 Budget Highlights – HUMAN SERVICES \$1,189,856

## Includes:

- Senior Center
- Veterans Services
- Library

Proposed Budget includes an increase of **\$16,686** (+1.42%) over the FY2023 budget

Major drivers are:

Continued investments in community programming

Increased cost of Library network



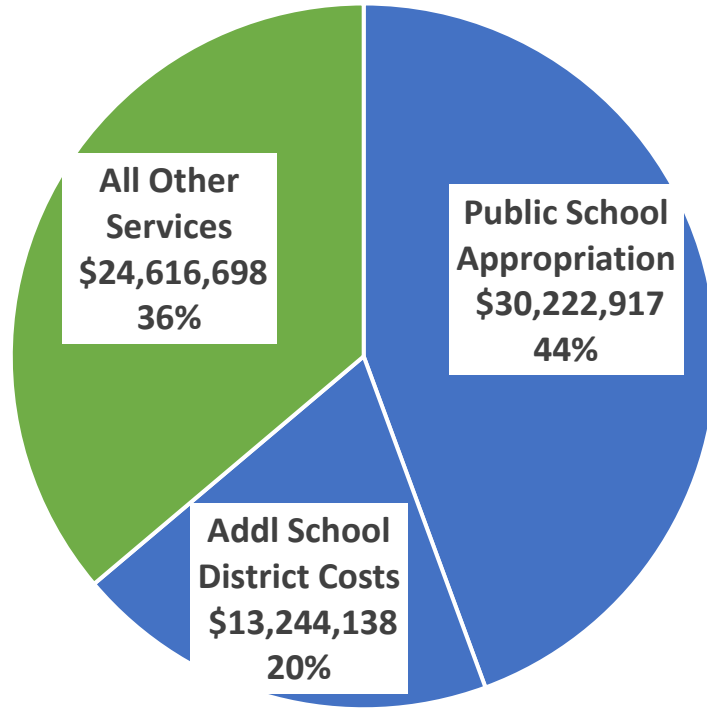
# Proposed FY2024 Budget Highlights – PUBLIC & REGIONAL SCHOOLS \$31,670,709

Proposed Budget includes an increase of **\$785,796** (+2.6%) over the FY2023 budget for the Public Schools

106591  
Proposed Budget includes an increase of **\$31,524** (+5.0%) over the FY2023 budget for the Regional Voc Tech

This increase does not include funding to the School Department from the non-resident tuition revolving fund of \$1,647,314

# Education Costs



## Indirect Costs include:

Finance & IT Support  
Snow & Ice Removal  
Retirement Assessment  
Property Insurance  
School Resource Officer  
End of Employment  
Medicare Taxes  
Essex Tech Assessment

Trash & Recycling Pickup  
DPW Field Lining Labor  
Employee Health Insurance  
Auto Insurance  
Workers' Compensation  
Unemployment (Admin Fee)  
School Debt – Principal & Interest

In FY2023 Public Education accounted for approximately **64% (\$43,467,055)** of all general fund spending.

- 44% Direct Appropriation
- 20% Indirect Costs

The remaining **36% (\$24,616,698)** of general fund spending is shared amongst all other functions of the town

- Public Works, Public Safety, Administration, Community Development, Public Health, Senior and Veteran Services, the Public Library and more

# FY2023 Tax Bill Allocation of Spending

	FY23	%	Sched 19 Adj	FY23 Adj	Adj %	FY23 Avg Tax Bill
General Government	\$3,334,737	4.9%	(\$1,077,239)	\$2,257,498	3.3%	\$321
Community & Economic Dev	\$739,986	1.1%	\$0	\$739,986	1.1%	\$105
Public Services	\$2,070,925	3.0%	(\$140,301)	\$1,930,624	2.8%	\$274
Public Safety	\$7,828,041	11.5%	(\$11,809)	\$7,816,233	11.5%	\$1,110
Human Services	\$1,173,170	1.7%	(\$500)	\$1,172,670	1.7%	\$167
Education	\$30,853,389	45.3%	\$12,613,667	\$43,467,056	63.9%	\$6,173
Employee Benefits	\$13,349,404	19.6%	(\$6,376,904)	\$6,972,500	10.2%	\$990
Debt Service	\$6,857,356	10.1%	(\$5,006,915)	\$1,850,441	2.7%	\$263
State Assessments	\$1,863,846	2.7%		\$1,863,846	2.7%	\$265
	\$68,070,854	100.0%	\$0	\$68,070,854	100.0%	\$9,667

# Proposed FY2024 Budget Highlights – DEBT SERVICE

\$7,069,844

Proposed Budget  
includes an increase  
of \$217,488  
(+3.17%) over the  
FY2023 budget

- Total Principal payments due from existing debt are -5.0% less than FY 2023 **(-\$205,401)**
  - Due to maturity of existing long-term debts.
- Total Interest payments due are 15.25% **(\$422,889)** more compared to FY23
  - Interest payment on Oct. 2022 BAN for land acquisition is \$397,192
  - Interest Payment on March 2023 BAN for FY22/23 capital is \$155,335

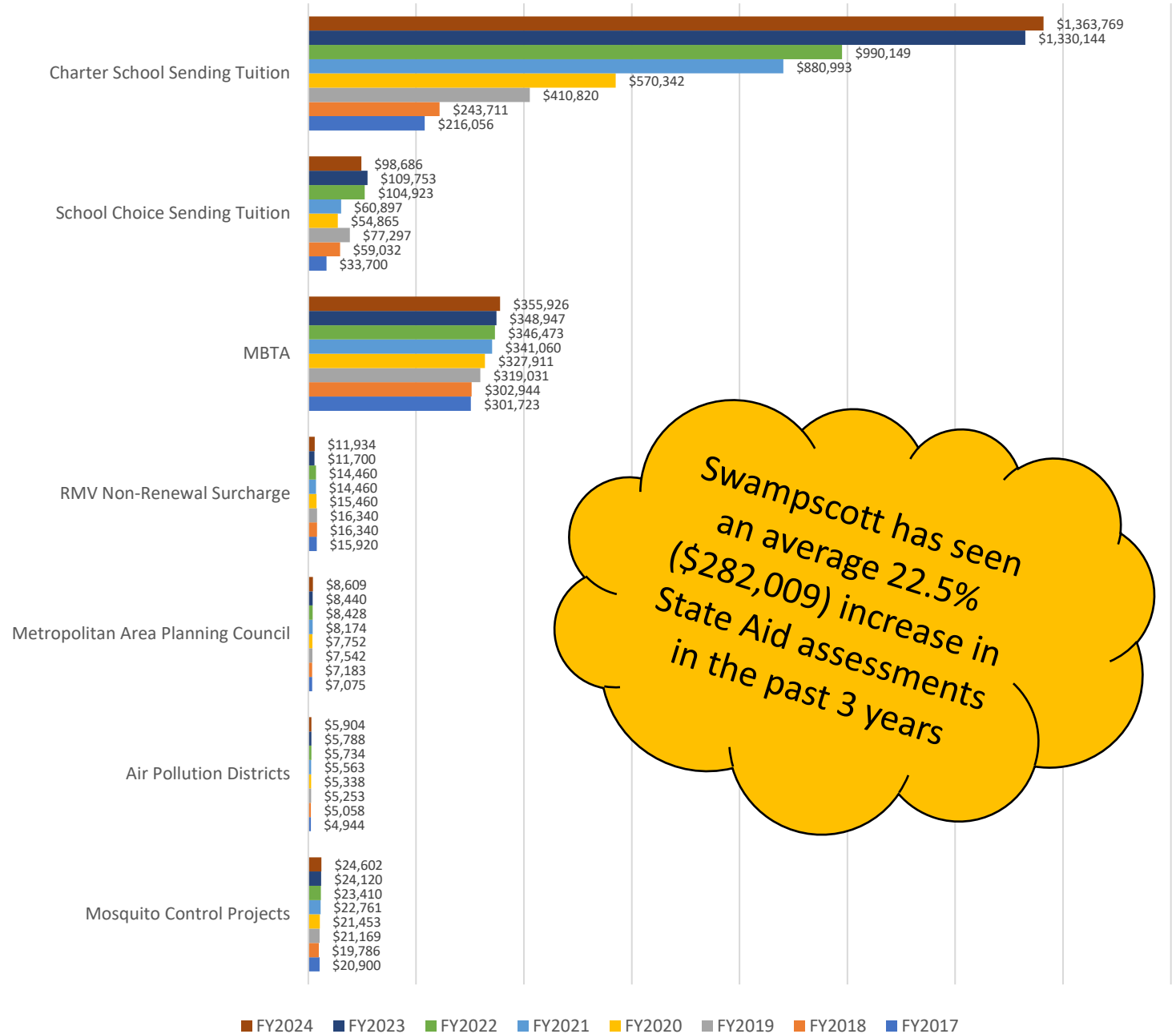
# Proposed FY2024 Budget Highlights – EMPLOYEE BENEFITS \$13,882,729

Proposed Budget includes an increase of **\$533,325** (+4.00%) over the FY2023 budget

- Increase to Payroll tax based off year-to-date trend for FY2023
- Increase to Employee Health Insurance
  - Actual rates won't be released until prior to open enrollment in April
- Pension Contribution is 5.9% above FY2023

## Proposed Budget Highlights – STATE AID

- The Governor's budget has not yet been released.
- We budgeted a conservative 2% increase in State Aid Assessments and will adjust once released on March 1<sup>st</sup>.



# FINANCIAL RESERVES

## Recommended General Fund Operating Budget of \$69,876,998

General Stabilization – Funded at a level of no less than 9%, preferably 10%

$$\$69,876,998 \times 9\% = \$6,288,930; \$69,876,998 \times 10\% = \$6,987,700$$

Current Position: 8.78%

Capital Stabilization – Funded at a level of no less than 2%, preferably 4%

$$\$69,876,998 \times 2\% = \$1,397,540; \$69,876,998 \times 4\% = \$2,795,080$$

Current Position: **1.95%**

Free Cash – Funded at a level of no less than 3%, preferably 5%

$$\$69,876,998 \times 3\% =$$

Current Position: 3.10%

<b>RESERVE FUND BALANCE</b>	<b>FY2017</b>	<b>FY2018</b>	<b>FY2019</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023*</b>
FREE CASH	\$4,038,376	\$3,161,170	\$4,430,176	\$4,716,580	\$3,164,503	\$3,630,045	\$2,170,544
GENERAL STABILIZATION FUND	\$3,529,485	\$5,058,310	\$5,905,117	\$6,750,956	\$6,650,956	\$7,185,169	\$6,135,724
CAPITAL STABILIZATION FUND	\$355,290	\$609,980	\$866,286	\$974,122	\$1,276,908	\$1,781,189	\$1,363,292
OPEB TRUST FUND	\$1,517,772	\$1,775,191	\$2,187,015	\$2,396,196	\$2,646,196	\$3,349,789	\$3,389,554
*FY2023 represents FY2022 ± amounts transferred in/out.							22

# Ongoing Considerations:

## SWAMPSCOTT IS FACING MAJOR CHALLENGES:

- Increased operating costs related to providing healthcare benefits to active employees and retirees
- Increased labor and goods costs related to inflation and supply-chain issues
- Growing the tax base to support demand for new services
- Advancement of major capital projects:
  - New School
  - Resiliency (Waterfront)
  - Open Space
- Balancing investments in new initiatives and fiscal sustainability
- Increased Pressure on Swampscott Taxpayers

## IMPORTANT ACCOMPLISHMENTS

- Swampscott is in a very strong financial position
- Prudent use of reserves
- Strong track record of balanced, stable budgets
- Strong track record of grant funding
- Continued focus on balancing financial priorities and investments
- Excellent fiscal management and forward-looking planning
- Swampscott continues to work from a solid financial base
- Team approach to solving problems



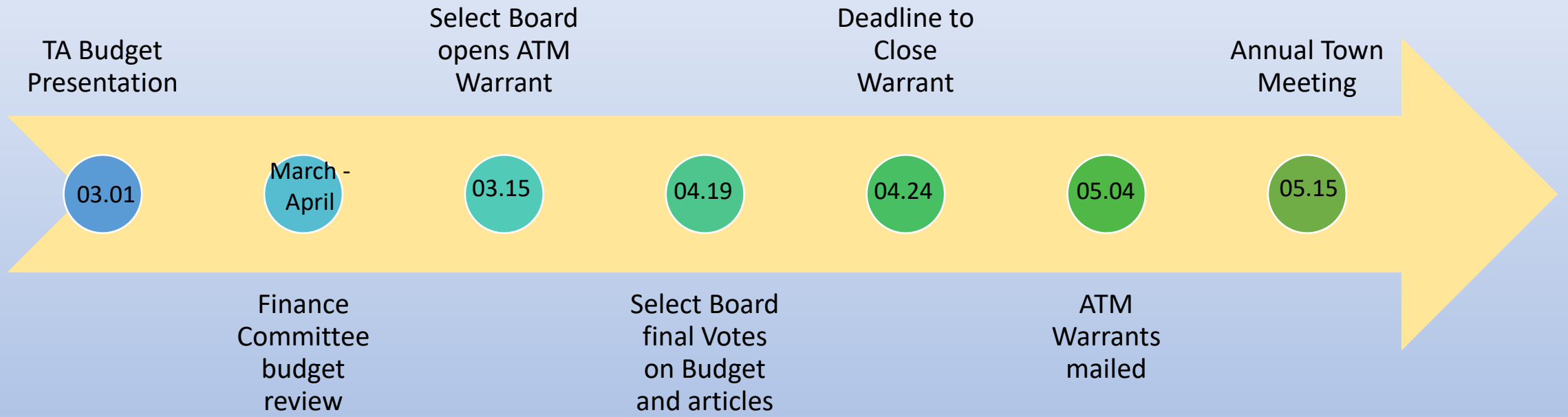




## Next Steps...

FY2024 Budget process is still ongoing before being finalized for the Annual Town Meeting

Estimated revenue & expenses will continue to change regularly with updates provided at Select Board and Finance Committee meetings





# Town of Swampscott

## Office of the Town Treasurer

### MEMORANDUM

TO: SELECT BOARD  
FROM: PATRICK LUDDY, TREASURER  
SUBJECT: NOTE ISSUE  
DATE: MONDAY FEBRUARY 27<sup>TH</sup>, 2023

#### Important Dates

March 1<sup>st</sup> – Select Board Vote

March 8<sup>th</sup> – Settlement

March 9<sup>th</sup> – Repayment of Maturing Note

I am writing to seek the Board's authorization to accept the sale of a BAN. The winning bidder is Fidelity Capital Markets. The BAN is in the amount of \$4,439,184. The Net Interest Cost for this note is apx. 3.51%.

### BACKGROUND

Five bids were received on the BAN. The highest bid had a net interest cost of 4.15%. Proceeds of the note will be used to finance projects authorized by town meeting in 2020, 2021, and 2022. Some of these amounts were previously financed with a BAN that is maturing on March 9<sup>th</sup> (see attached "Use of Proceeds by Purpose").

### FORM OF VOTE

Six votes of the Select Board are required to complete the sale of the BAN. Successful execution of the sale by the March 8<sup>th</sup> settlement date requires a vote of the board on March 1<sup>st</sup>.

The board may opt to take up the votes in one motion:

***"I move that the written votes presented to this meeting in connection with the Town's sale of its Notes be adopted as written and incorporated into the minutes of this meeting in full".***

The full text of the votes has been provided to you (see attached "Vote of Select Board").

### DOCUMENTATION REQUIREMENTS

All closing documentation must be signed by at least a majority of the Board. Closing documents must be signed on March 1<sup>st</sup> in order to completely execute the sale by the settlement date.

Electronic signatures are not acceptable. A hard copy will be available for signature at the March 1<sup>st</sup>, 2023 Board meeting.

The full text of the documentation is available for review (see attached "Closing Documentation").



# TOWN OF SWAMPSCOTT

## POLICE DEPARTMENT

531 HUMPHREY STREET SWAMPSCOTT, MA 01907



### ONE DAY LIQUOR LICENSE

#### APPLICANT INFORMATION

Name: Aaron Reames  
Business (if applicable): Bent Water Brewing Co.  
Applicant Address: 180 Commercial St  
Lynn, MA  
Name of Server: Aaron Reames  
Tips Certification #: PSCC10000634935

#### PROCESSING INFORMATION

License Type: Wines & Malt  
Payment Rec'd: Yes ☒ No ☐ N/A ☐  
Liability Insurance: Yes ☒ No ☐ N/A ☐  
Pending: \_\_\_\_\_

#### GENERAL INFORMATION

The Swampscott High School PTA would like to host an event at the Swampscott High School on Friday, March 24, 2023 from 6:00PM to 10:00PM. Permission to use the space was granted by the School Committee as well as from the Superintendent of Schools (see attached). There are approximately 100-150 people expected to attend.

#### STAFF COMMENT

This is the third application of 2023. It is recommended to approve this one-day license.

#### ABCC INFORMATION

For a One Day Special Permit you must contact the Local Licensing Authority of the city or town the event is held in. The Local Licensing Authorities may issue special licenses for the sale of wines and/or malt beverages to any enterprise however, special licenses for the sale of all alcoholic beverages may be issued to non-profit organizations only. The license is to be utilized for a single day.

The Local Licensing Authorities cannot grant special licenses to:

- a. any person for more than a total of 30 days per calendar year,
- b. to any person that has an on-premises license application pending before it,
- c. any premises that has an alcoholic beverages license.

[Signature] #48  
Chief Ruben Quesada, Police Department

[Signature]  
Sean Fitzgerald, Town Administrator



*The Commonwealth of Massachusetts*  
*Alcoholic Beverages Control Commission*  
*239 Causeway Street Boston, MA 02114*  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION  
MONETARY TRANSMITTAL FORM

AMENDMENT-Change of Manager

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL  
LICENSING AUTHORITY.

ECRT CODE: RETA

Please make \$200.00 payment here: <https://www.mass.gov/epay-for-online-payments-abcc>

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL

EPAY CONFIRMATION NUMBER

See attached

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

00022-RS-1256

ENTITY/ LICENSEE NAME

Bertucci's Restaurants, LLC

ADDRESS

450 Paradise Rd

CITY/TOWN

Swampscott

STATE

MA

ZIP CODE

01907

For the following transactions (Check all that apply):

- |  |   |   |   |
|--|---|---|---|
| <input type="checkbox"/> New License                                   | <input type="checkbox"/> Change of Location   | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal)         | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License                           | <input type="checkbox"/> Alteration of Licensed Premises  | <input type="checkbox"/> Change of License Type (i.e. club / restaurant)  | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock)    |
| <input checked="" type="checkbox"/> Change of Manager                  | <input type="checkbox"/> Change Corporate Name  | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement               |
| <input type="checkbox"/> Change of Officers/<br>Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest<br>(LLC Members/ LLP Partners,<br>Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder       | <input type="checkbox"/> Change of Hours                              |
|  | <input type="checkbox"/> Other  |   | <input type="checkbox"/> Change of DBA                                |

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS  
TRANSMITTAL FORM ALONG WITH  
COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

ALCOHOLIC BEVERAGES CONTROL COMMISSION  
239 CAUSEWAY STREET  
BOSTON, MA 02241-3396



*The Commonwealth of Massachusetts*  
**Alcoholic Beverages Control Commission**  
239 Causeway Street, Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

**AMENDMENT-Change of Manager**

☒ **Change of License Manager**

**1. BUSINESS ENTITY INFORMATION**

Entity Name	Municipality	ABCC License Number
Bertucci's Restaurants, LLC	Swampscott	00022-RS-1256

**2. APPLICATION CONTACT**

The application contact is the person who should be contacted with any questions regarding this application.

Name	Title	Email	Phone
Chrissy Wills	Operations & Licensing Coo	llensing@bertuccis.com	508-351-2562

**3A. MANAGER INFORMATION**

The individual that has been appointed to manage and control of the licensed business and premises.

Proposed Manager Name	Garret Carman	Date of Birth	10/10/83	SSN	021641122
Residential Address	184 Brighton St. Belmont, MA 02478				
Email	grcarman02@gmail.com		Phone	617-653-1381	
Please indicate how many hours per week you intend to be on the licensed premises	40+	Last-Approved License Manager	JUAN Salmeron		

**3B. CITIZENSHIP/BACKGROUND INFORMATION**

Are you a U.S. Citizen?\* ☒ Yes ☐ No \*Manager must be U.S. citizen  
If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.  
Have you ever been convicted of a state, federal, or military crime? ☐ Yes ☒ No  
If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

**3C. EMPLOYMENT INFORMATION**

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

Start Date	End Date	Position	Employer	Supervisor Name
7/2010	Present	Manager	Bertucci	Melissa Surber

**3D. PRIOR DISCIPLINARY ACTION**

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action? ☐ Yes ☒ No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature  Date 1/7/23





## Board of Selectmen

### Registration /License application for Hawking & Peddling & Door-to-Solicitation

Name: Corey Sapienza

Address: [REDACTED] Town/City: [REDACTED] State: [REDACTED]

Zip code: [REDACTED] Telephone # [REDACTED] Date of Birth: [REDACTED] Social Security #: [REDACTED]

Height: 6" Weight: 200 Hair Color: black Eye Color: Brown

Business name: Sunrun Solar Address: 16 Progress Rd B4, Billerica, MA 01821

Home office telephone: #(833) 324-5886 Duration of activity: 1 year

Description of the business and/or the goods to be sold: solar electric

If operating a motor vehicle: Make: ford Year: 2011 Model: focus Plate: 5080296

Number and expiration date of hawker/peddler license issued by the Commonwealth of Massachusetts pursuant to G.L. c. 101 § 22: \_\_\_\_\_ (Copy of license required)

X Corey Sapienza 2/14/2023  
Signature of applicant: Signed under the pains & penalties of perjury. Date

Hawking & peddling of food items requires a license from the Board of Health.

Applicant is filing for a license with the Board of Health Yes ☐ No ☐

If yes, signature of Director of Public Health required indicating that license has been issued.

X \_\_\_\_\_  
Signature of Director of Health Date license issued

If the Commonwealth has not issued a hawker/peddler license, applicant must obtain a license from the Board of Selectmen.

Applicant is filing for a license with the Board of Selectmen Yes ☐ No ☐

Applicant must pay a \$50.00 fee to the Town of Swampscott and bring this completed form to the Police Department within seven (7) days, during normal business hours, for fingerprint based state and national criminal background checks. At that time the applicant must present two separate bank or money order checks, one for \$30.00 made out to the Commonwealth of Massachusetts Firearms Fingerprint Identity Verification Trust Fund and one for \$70 made out to the Town of Swampscott for said search. The results of that search will be forwarded to the Board of Selectmen's Office for determination of suitability.

Applicant has paid \$50.00 application fee. [Signature] 2/23/23  
Signature Administrative Assistant Date Paid

#### Board of Selectmen Permit/License Issued

Signature Town Administrator Date Issued

Once the applicant has registered and/or received the appropriate license(s) from the Board of Selectmen and/or the Board of Health, applicant must register with the Chief of Police at 531 Humphrey Street, Swampscott, MA 01907.

Registered with the Police Department [Signature] 2/23/23  
Signature of Chief of Police (or designee) Date registered

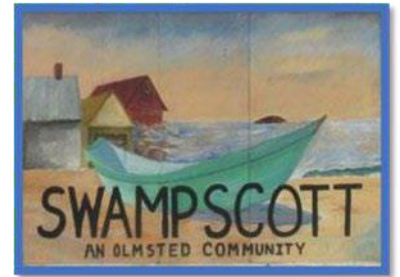


# Town of Swampscott

Office of the

**Town Administrator**

**Elihu Thomson Administrative Building  
22 Monument Avenue Swampscott, MA 01907**



**Sean R. Fitzgerald**

**Tel: (781) 596-8850**

Swampscott Select Board  
Town Administration Building  
22 Monument Avenue  
Swampscott, MA 01970

## **RE: MARCH 1<sup>ST</sup> REPORT TO THE SELECT BOARD**

Dear Select Board:

I am pleased to be able to offer the following report on programs and initiatives that are on-going in the Town of Swampscott, as well as some updates on a variety of things that have happened since my last report.

### **PRESENTATION OF THE FY 24 ANNUAL BUDGET**

Town Staff have been busy over the last several months working on the proposed FY 24 Budget. This week, I have made over \$1.4M in reductions and adjustments to the Departmental proposed budgets to help bring the budget within the Financial Guidelines as set by the SB and Finance Committee.

It is important to note that there are still some significant unknowns with Health Care Costs, State Aid, and State Charges that will still place pressure on the final budget that will be presented to Town Meeting in May. With this, it has been a very challenging budget as the inflation and other cost items such as the Cost of Living Increases have all placed extraordinary pressure on the bottom line.

I will be sending out a presentation early next week that will formally kick off the Budget Season as we seek to balance all the fiduciary and civic priorities and challenges facing Swampscott.

### **TOWN CLERK**

Jared is hard at work processing nomination papers – the last day to pull papers is March 3<sup>rd</sup> & they are due back to the Clerk's office on March 7<sup>th</sup>. He has also processed over 500 dog licenses and is beginning to process the census forms of which 8,500 were mailed. If you haven't already, please get your census in as soon as possible.

### **RECREATION**

Danielle Strauss is busy putting together plans for the Town's first annual St. Patrick's Day celebration at the Hawthorne. The event will be on Friday, March 17<sup>th</sup>, from noon-4PM and will feature local Irish band The Blue Honey Drops.

The fixed price menu is \$50.00 for a good old-fashioned corned beef & cabbage meal. Proceeds will benefit the July 4<sup>th</sup> fireworks fund. (This year, Tedesco Country Club has modified their longstanding partnership by allowing the Town to hold a golf outing fundraiser every other year rather than annually to help the Town raise funds for the annual 4<sup>th</sup> of July Fireworks.)

### **HUMAN RESOURCES**

I am pleased to report that the Board of Assessors has provided me with a recommendation to fill the vacancy with the Assessing Director. While the Town Charter calls for 3 recommendations, I have accepted this recommendation and will be scheduling this appointment with the Select Board in the near future.



We have made an offer to fill the part-time Assessor position and are currently interviewing for a new Assistant Director of Planning.

### **VETERANS**

The Veterans Crossing Group met last week at the Swampscott Library. Director Jonathan Nichols talked to them about the Library's partnership with SURE to work on an initiative collecting oral and written histories of Swampscott residents.

VSO Mike Sweeney is working with the Library to have a story time with veterans in the Children's Room. As soon as those plans have been finalized, we will announce it.

### **SWAMPSCOTT HOUSING AUTHORITY**

Last week, I received several calls from a resident of the Swampscott Housing Authority seeking a review of the handicap parking spaces around the campuses for the Swampscott Housing Authority. I have asked the Police Chief, DPW, and Community Development to work with the SHA to identify additional accommodations for handicap parking.

Additionally, I have discussed with several Swampscott Housing Board members some strategies for expanding the collaboration between the Housing Authority and Town Departments.

### **BLACK HISTORY MONTH**

This Monday (Feb 27) at 7PM there will be a celebration of Black History Month in Swampscott. This event will culminate a month-long reflection on the importance of celebrating Swampscott's Black History and the ongoing challenges of racism in Swampscott and this Nation.

I did have a chance to catch up with Ralph Edwards this week and we did share a discussion on the progress we are making to help Swampscott become more inclusive. He has asked me to bring 50 copies of the Proclamation issued by the SB and if a Board member would like to read it that would be great.

There is no question that we are bending the arc of history in Swampscott as eloquently stated by Dr. King, "The arc of the moral universe is long, but it bends towards justice." This work is not easy, and I would be insincere not to say that there have not been some deep seeded animosity and challenges with resisting these changes. However, we are causing GOOD TROUBLE in Swampscott and no doubt John Lewis would see these efforts as long overdue.

Know that I am grateful to be part of these changes and they have only been possible because of the civic leadership of the Select Board and Citizens of Swampscott to build a more inclusive and just society.

Respectfully Submitted,



Sean R. Fitzgerald  
Town Administrator