

TOWN OF HINGHAM



WARRANT for the **ANNUAL TOWN MEETING**

**Monday, April 24, 2023
at 7:00 P.M.**

**Hingham High School
17 Union Street, Hingham, MA**

and

**REPORTS
of the**

**Advisory Committee
Capital Outlay Committee
Planning Board**

**Select Board
Personnel Board
School Committee**

Please bring this report to the meeting for use in the proceedings

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**MODERATOR'S MESSAGE
ON
TOWN MEETING PROCEDURES**

Welcome to the 2023 Hingham Town Meeting. In our commitment to open town meeting, Hingham remains true to a wonderful tradition – of vesting in each citizen both voice and vote, enabling all of us to play a pivotal part in the work of our town and in shaping its future. Town meeting is not only a gathering of citizens to consider matters of common concern; it is the legislative body of the town. As such, the meeting must be conducted in a fair and open manner and in accordance with the Town By-laws, as well as traditions that we have followed in Hingham town meetings for many years. Several matters of procedure are summarized below.

- An **article** in the warrant states a question for the town meeting to answer. A **motion** is a proposed answer to the question and must be within the scope of the article. An article (once published in the warrant) may not be amended, but a motion may be amended by vote of the meeting. All motions must be seconded.
- If the Advisory Committee is recommending an **affirmative motion** under an article, its motion will be received as the main motion under the article. A voter may propose to amend this motion, either to change it in part or to substitute a whole new motion (sometimes called a "substitute motion"). In any such case, the proposed amendment will be taken up and voted on first and then the main motion, as it may have been amended, will be acted upon.
- If the Advisory Committee is recommending **no action** under an article and a voter offers an affirmative motion, the voter's motion will be received as the main motion under the article. Such a motion is likewise subject to amendment.
- All **motions and proposed amendments** involving the expenditure of money must be **in writing**. So must all other motions and proposed amendments unless they are so brief and simple as to be easily understood when stated orally (e.g., motion for the previous question, motion to adjourn). Voters are welcome to seek the assistance of counsel for the Town in preparing motions or proposed amendments.
- **Limits on speaking:** No one may speak on any subject for more than six (6) minutes for the first time or for more than three (3) minutes for the second time. No one may speak more than twice on any question unless all others who have not spoken on the question shall have spoken if they desire to do so and unless leave of the meeting is first obtained. A person may speak more than twice, but only to make a brief correction of an error in or misunderstanding of his or her previous statement, including brief answers to questions from the floor (addressed through the Moderator).
- In addressing the meeting, a speaker shall confine his or her remarks to the matter before the meeting.
- Persons who are not registered voters of the Town may be admitted to the meeting as **guests** by the Moderator. A guest of the meeting may be granted permission to address the meeting by majority vote.
- The purpose of the **motion for the previous question** is to end discussion and have an immediate vote on the pending question. The motion is not debatable and requires a majority vote for adoption. The Moderator will decline to accept a motion for the previous question if

other voters are seeking recognition and if both sides have not had a fair opportunity to be heard. The Moderator will accept the motion for the previous question if it appears that both sides have been heard and the discussion is becoming repetitious.

- **Voting procedures:** All votes are taken in the first instance by voice vote. If the Moderator is in doubt as to the results or if seven (7) voters rise and express doubt as to the result declared by the Moderator, a standing vote is taken, **except** that a ballot vote is taken (instead of a standing vote) if either the Advisory Committee or fifty (50) voters promptly call for a ballot vote. As a ballot vote takes considerable time, our practice has been not to request a ballot vote in the absence of compelling reasons.
- At a **Special Town Meeting**, no money may be appropriated for any purpose if the Advisory Committee recommends against the appropriation, except by a **two-thirds vote** of the meeting.
- No vote may be **reconsidered** except after a **two-thirds vote** on a motion to reconsider such vote. A vote may not be reconsidered a second time or after a motion to reconsider it has failed to pass.
- A vote adopted at one session of the town meeting may not be **reconsidered at a later (adjourned) session** of the meeting unless the mover has given notice of the mover's intention to make such a motion either at the session of the meeting at which the vote was passed or by written notice to the Town Clerk not less than 12 hours before the hour to which adjournment has been voted and not more than 48 hours after the hour of adjournment of such session. Any motion for reconsideration pursuant to such notice of intention will be taken up at the beginning of the adjourned session.
- **Articles** in the warrant are to be acted upon **in their order** unless the meeting otherwise determines by majority vote.
- A **motion to adjourn** the meeting to a later time is a privileged motion and is decided by majority vote without debate. When the warrant is completed, a **motion to dissolve** the meeting is in order.
- The number of voters constituting a **quorum** in order to convene the first session of a Regular or Special Town Meeting is 300. The number of voters necessary to convene the second or any subsequent session of a Regular or Special Town Meeting is 200. Once convened, the quorum to transaction business at any Regular or Special Town Meeting is 200; provided, however, that a number of less than 200 may from time to time adjourn the same. Once a quorum is determined at the start of the meeting (or adjourned session), the presence of a quorum is presumed to continue unless a point of no quorum is raised and a count of the meeting shows that a quorum is not present. In that event, the meeting may be adjourned to a later date.
- **If you wish to speak**, please rise and seek the attention of the Moderator or the Assistant Moderator. When recognized by the Moderator, you should come to a microphone. Please state your name and address at the outset each time you speak.

April 2023

Michael J. Puzo
Moderator

REPORT OF THE ADVISORY COMMITTEE

I am pleased to submit this report on behalf of the Advisory Committee (the committee or AdCom). The committee, which is established by Article 14 of the Town of Hingham By-laws, is charged with reviewing and making a recommendation on all articles that come before Town Meeting. Our recommendations, and any accompanying commentary, are included in this Warrant book.

This year has been an especially busy and challenging for AdCom, and the Town. In November 2022 we held a special Town Meeting which approved construction funds for a new school to replace Foster, to build a new Public Safety Facility, and to create a stabilization fund to offset future tax increases needed to pay for these projects.

The Town also started the FY24 budget process with the understanding that one-time funds, which had been used to balance the last two annual budgets, would no longer be available in FY24. The Town would need an operating override in order to balance the FY24 budget or face drastic cuts in services and expenses if it failed. An operating override has been discussed in the AdCom report for the past several years as a solution to address a structural deficit due in part to the limitations in Proposition 2½, a slowdown in new growth, an increase in operating budget growth rates, and the ongoing impact of the COVID-19 pandemic. This override proposal is the first one to be placed before Town Meeting since 2009.

Impact of the FY22 and FY23 Budgets on the FY24 Budget

In order to understand the FY24 budget, it is necessary to look back at both the FY22 and FY23 budgets.

In FY22, we significantly increased spending in the school budget to address a demonstrated learning loss in students which was directly tied to the uncertainties of the pandemic. Contributing factors to this learning loss included school closings, the development of on-line (Zoom) learning and hybrid class schedules. The FY22 municipal budgets also included additional spending needed to address an increasing workload and lean staffing. Since existing Town revenue was insufficient to fund the FY22 budget it was necessary to use “one-time” funds including \$2.6 million in federal stimulus funds and \$2.4 million from the Town’s Unassigned Fund Balance to create a balanced budget.

The FY23 budget reflected a continuation of the issues that affected the FY22 budget. In response to concerns about revenue and expense growth rates, the Town Administrator formed a Sustainable Budget Task Force (SBTF). This working group was charged with exploring new revenue options, existing and projected revenue and expense growth rates, and developing a framework for a sustainable budget that sought to reconcile available revenue with the level of services requested by citizens. The SBTF reported its findings to the Select Board on February 1, 2022 and recommended again using one-time funds in order to balance the budget with an override planned for FY24 to reset Town revenues to match expenses. The FY23 budget was again balanced with “one-time funds” consisting of \$1.8 million in federal funds and \$1.9 million from Unassigned Fund Balance.

FY24 Budget Process

In developing the FY24 budgets, leaders from the Town, Schools, and AdCom agreed on a number of key principles including:

- The Town needed to continue to deliver key constituent services in the most efficient manner;
- Capital and infrastructure needs of the Town were growing and were underfunded;
- Concern for the impact of property tax increases on the Town’s residents;
- Maintenance of the Town’s Aaa bond rating;

- One-time revenue was no longer available to balance the budget. Federal funds had been depleted and excess Unassigned Fund Balance had been used to balance the budget and to establish a stabilization fund to assist taxpayers with debt from the new school and public safety building projects;
- Additional staffing added in the FY22 budget was still needed in order to address ongoing learning issues and to deliver necessary Town services;
- A Proposition 2 ½ override, as recommended by the SBTF, would be included in the Annual Town Meeting Warrant and be placed on the ballot.
- In conjunction with an override vote we would seek a Memorandum of Understanding (MOU) between the Advisory Committee, the Select Board, and the School Committee that would establish future expense budget growth limits and set a minimum interval before any potential future override.

Proposition 2 ½ Override

In 1980, Massachusetts enacted Proposition 2½, a citizen led initiative petition in response to rising tax rates. The law restricts property tax increases to an annual cap of 2.5% plus new growth. Recognizing that this structure might not be sufficient for the long term, the law’s proponents created a mechanism to periodically reset revenue to match expenses. That mechanism is called an override. An override is a voluntary action taken by residents to increase their property taxes above the amount authorized under Proposition 2½. An override is a permanent increase in taxes as compared to a debt exclusion which is a temporary increase in taxes and is generally associated with a large capital item or building.

Hingham has been fortunate in that new growth (Shipyard, Beal Street corridor, Linden Ponds, Derby Street Shops) has enabled the Town to avoid an override vote since 2009. The above listed projects are now mostly finished, and the Town does not anticipate additional, substantial, new projects in the near term. The slowdown in new growth means that this revenue source is no longer able to bridge the gap between revenue growth under Proposition 2½ guidelines and the rate of growth in the operating expense budgets. As a result, it is now necessary to present an override to generate additional revenue in order to meet the services and programs desired by residents.

Memorandum of Understanding

A best practice among Municipalities that have had successful override votes is the creation of a Memorandum of Understanding (MOU) among Town leaders regarding services and future growth. The MOU is essentially an agreement between taxpayers and Town leaders that promises that, in return for an affirmative vote on the override, Town leaders pledge to limit the future growth of operating budgets and not request another override for a defined period of time. An additional feature of the Town’s MOU is that a Tax Mitigation Stabilization Fund would be established, subject to voter approval, to help delay the need for a future override.

The Select Board, the School Committee, and the Advisory Committee all supported the need for an MOU to accompany this override. The three groups collectively worked to identify the critical components of this document. The goal was to create a fair and balanced document that recognized the needs of both the Municipal and School departments, incorporated the recommendation of the SBTF, established financial controls, and assured voters that any future override request would not occur during the term of the MOU. Throughout this process we were concerned with the financial impact of an override on citizens, particularly those of limited means who desire to stay in Hingham but are concerned with the impact of rising property taxes. The MOU, signed by all three parties, calls for a 3.5% annual growth rate in the operating budgets, creates a Tax Mitigation Stabilization Fund, and stipulates that there would not be another operating override proposed before FY28.

FY24 Budget Development

In developing the FY24 budget, the Advisory Committee held a number of meetings with Town and School leaders and with individual Department heads. The goal of these deliberations was to understand the key budget drivers, the current and projected workload within the department, the staffing and related services necessary to address the workload while still maintaining the current quality of services provided, and the immediate and long-term effects of budget related decisions. The committee would like to acknowledge these leaders for their high level of cooperation, support and understanding throughout this process. Developing a budget is always challenging and AdCom could not have completed its work without the support of so many Town leaders.

Throughout the budget process, AdCom has been guided by a number of key considerations and guiding principles. The committee's goal has been to develop a budget that provides the level of services requested and desired by residents, provides a funding source for those services, insures that current assets are maintained while planning for the future, and maintains the Town's Aaa bond rating.

The Advisory Committee noted that the budgets presented here offer residents two distinct choices. The balanced budget, which is required by State law, imposes sharp and deep reductions in services and programs currently utilized and enjoyed by our citizens. The override budget restores those cuts and adds additional funding for much needed services and programs. AdCom recognizes that the vote that the Town residents take today requires people to look at our community and identify the values, goals and ideals that define us, including what we expect and what we are willing to support with our tax dollars. Decisions reached at this Town Meeting will affect our community and our quality of life for years to come.

In developing the FY24 budget, all parties understood that an override or significant cuts to existing staff and services would be necessary to balance this budget. One-time funds, whether from Federal relief programs or excess Unassigned Fund Balance would not be available for this budget. Additionally, revenue growth would not be sufficient to fund current services much less any necessary additional spending requests.

The Municipal and School departments were charged with drafting both a "level services" and a "balanced" budget for FY24. A balanced budget is one where revenue equals expenses and is required under State law. A level services budget identifies the revenue needed to support current services and it becomes the base amount of the override. Both groups identified additional spending requests necessary to address existing deficiencies, support or expand existing services, or implement new initiatives. Any of these additional spending requests approved by AdCom would be added to the base amount of the override.

FY24 Balanced Budget

As mentioned above, a balanced budget is one where revenues are equal to expenses and is required by State law. Since both the FY22 and FY23 budgets were balanced using one-time funds, all parties knew that a balanced budget would require significant expense reductions given the current revenue forecast.

The proposed balanced budget first started by identifying the level services budget and then comparing that amount to the forecast revenues. As noted earlier, a level services budget is the amount of money necessary to support the current services in the next fiscal year. The summary totals for FY24 forecast revenues and level services expenses are as follows:

- FY24 forecast revenue from all sources: \$144,712,371
- FY24 total level services expenses: \$150,727,587
- FY24 forecast deficit: \$6,015,216

Since there is no additional expected revenue, it is necessary to reduce expenses in order to eliminate the deficit. The Town and School leaders agreed to split the deficit using the 65/35 ratio outlined in the report of the SBTF. The result of this split is that expenses needed to be reduced as follows:

- Municipal department reductions: \$2,105,326
- School department reductions: \$3,909,890

- Total expense reductions: \$6,015,216

While Town and School employees are extremely dedicated and conscientious, reducing expenditures by these amounts would have a significant impact on the level and quality of services provided within the Town. In order to make these reductions, Town and School leaders have identified a number of areas where reductions would occur. While the exact amount of the reductions will not be known until the end of FY23, some of the impacted areas include:

Municipal: Total expense reductions: \$2,105,326

- Staff reductions: Approximately 19 positions would be eliminated
- Reduced fire and police support
- Remove one fire truck or ambulance on impacted shifts
- Reduced field maintenance, trash pick-up
- Library would be closed on Sundays
- Eliminate field maintenance program

Schools: Total expense reductions: \$3,909,890

- Staff reductions: Approximately 46 positions would be eliminated
- Freshman athletics and other after school programs would be eliminated
- Increased class size
- Increased workload for counselors, etc.
- Reduced course offerings, less student choice and flexibility in course scheduling
- Textbook replacement timelines would be extended
- Reduced access and support in school libraries and language labs

These reductions would not only affect current and future recipients of services, but they would also significantly reverse progress made in implementing programs designed to assist our most needy students and the general public.

This balanced budget is presented as required by law, but it is not one that is supported by AdCom, the Select Board, or the School Committee. We all agree that the reductions outlined here would significantly impact the character of our Town and the values, goals and ideals that we believe make Hingham a special place to call home.

The FY24 balanced budget, and FY23 budget, shown below, is the sum of Articles 4, 5, and 6 with the exception of the Sewer, Weir River Water System, and South Shore Country Club budgets, which are funded by user rates/charges.

	<u>FY23</u>	<u>FY24 Balanced Budget</u>	<u>% CHANGE</u>
Municipal Departments:	\$32,491,592	\$31,952,873	-1.66%
School Department:	\$61,826,503	\$61,092,221	-1.19%
Capital Outlay:	\$2,698,498	\$2,797,477	3.67%
Employee Benefits:	\$15,619,743	\$16,584,348	6.18%
Debt Service:	\$5,835,331	\$8,783,729	50.53%
Insurance and Incidentals:	<u>\$1,114,464</u>	<u>\$1,225,910</u>	10.00%
TOTAL	\$119,586,131	\$122,436,558	2.38%

FY24 Level Services Budget

A level services budget is one that identifies the cost required to maintain the current level of services. This budget requires an additional \$6.0 million dollars in revenue in order to be balanced. This amount is the base for the override and the additional spending, detailed below, is the total amount of override recommended by AdCom. This total amount is referred to as the override budget.

In the override budget, all of the expense reductions listed above (plus additional ones not detailed) would be reversed. The Town, and the Schools, would continue their operations exactly as they do today. No staff would be reduced, and no programs would be cut or eliminated due to budget limitations. However, this budget does not fully meet the needs of the Town and Schools. Both areas presented AdCom with additional spending for unmet needs. The committee carefully reviewed and discussed these needs and the justification for the increased spending. After careful deliberation we agree to include some, but not all, of the additional requests. Many of these requests have been made in the past but were not adopted due to financial constraints. One purpose of the override is to address critical staff and infrastructure needs and to identify a permanent source of funding for these needs. The approved additional requests are as follows:

The Municipal departments identified a total of \$1,164,277 in additional spending requests and AdCom included \$673,377 of those requests in this budget. Approved requests included:

- An Assistant Town Engineer (\$96,000) who will assist and support the Town's sole engineer on the numerous projects underway or planned by the Town;
- A Senior Center Program Coordinator (\$65,255). This position previously existed but was eliminated in 2012 due to budgetary constraints. The Senior Center is severely understaffed relative to benchmark communities and the population it serves, and this position will assist both with current services and with the development and implementation of new programs and activities;
- Sustainability Coordinator (\$49,000). This position replaces an existing one that is funded by a grant that expires this fall. This position is a critical part of the Town's efforts to implement the Town's Climate Action Plan;
- A request to increase the scheduled hours of the Town's Veterans' Services Administrative Assistant to full time (\$20,842) to address workload issues;
- \$50,000 to purchase new budgeting and financial reporting software. The Town currently relies on excel spreadsheets for critical tasks and this software will improve productivity, enhance the timeliness and accuracy of reporting, and provide valuable trend reporting;

- Address a long-standing staffing shortage and overtime situation in the Fire Department by adding four additional firefighters (one per shift-- \$392,280). Current staff levels result in an average of one firefighter per shift being forced to work a second shift. Since firefighters spend their shift at the station this means an individual who has just finished a shift is unable to return home and is instead required to work another shift. In total, firefighter overtime is approximately \$1.7 million per year and this additional staff will substantially reduce this expense over time.

The School department also had additional spending requests needed to address unmet needs. These requests totaled \$1,547,174 and AdCom included \$701,874 in this budget:

- Annual technology costs for Chromebooks (\$300,000) have been considered a capital item and the School department felt they should be more accurately classified as an operating expense. A second issue is that including this item in the capital budget significantly depleted available capital funds for Schools on an annual basis. The School department wanted to make this an operating expense while retaining its access to much needed capital funds;
- Nursing coordinator (\$115,174). Nurses are called upon to provide an increasing level of services to students and this position would coordinate activity and training among the nursing staff in the school buildings while also serving as an additional resource;
- Increased professional development funds (\$200,000) to support teachers' ongoing training needs and the schools recently completed Strategic Plan;
- Provide additional funds (\$86,700) to support the phased elimination of tuition for full day kindergarten. Hingham is one of a handful of municipalities charging tuition for full day kindergarten and the elimination of this fee is a key goal of the School Committee and was supported in the School Strategic Plan.

Additionally, the Advisory Committee recommends that the override include \$500,000 to supplement the capital outlay budget. Capital spending, both for maintenance and upkeep of Town buildings and facilities, and to replace obsolete equipment, has not kept pace with demand. The Town's financial policy, updated in January 2022, stipulated that capital spending should total 3-6% (an increase from 2-5%) of the operating budget. The Town has struggled in the past to fund capital spending and this additional amount will enable it to adequately maintain vital infrastructure and replace obsolete equipment on a timely basis.

The additional spending presented here totals \$1,875,251, which will bring the total override amount requested to \$7,890,467. The FY24 override budget, and FY23 budget, shown below, is the sum of Articles 4, 5, and 6 with the exception of the Sewer, Weir River Water System, and South Shore Country Club budgets, which are funded by user rates/charges.

	<u>FY23</u>	<u>FY24 Level Services</u>	<u>FY24 Additional Spending</u>	<u>FY24 Override Budget</u>	<u>% CHANGE with FY23</u>
Municipal Departments:	\$32,491,592	\$34,058,199	\$673,377	\$34,731,576	6.89%
School Department:	\$61,826,503	\$65,002,111	\$701,874	\$65,703,985	6.27%
Capital Outlay:	\$2,698,498	\$2,797,477	\$500,000	\$3,297,477	22.20%
Employee Benefits:	\$15,619,743	\$16,584,348	\$0	\$16,584,348	6.18%
Debt Service:	\$5,835,331	\$8,783,729	\$0	\$8,783,729	50.53%
Insurance and Incidentals:	<u>\$1,114,464</u>	\$1,225,91	\$0	<u>\$1,225,910</u>	10.00%
TOTAL	\$119,586,131	\$128,451,774	\$1,875,251	\$130,327,025	8.98%

The Town's FY24 TAE (Articles 4, 5, and 6 minus items that are financed by user rates/charges from the South Shore Country Club, Weir River Water System, and sewer operations) will increase 8.98% over the FY23 TAE, and the Town's FY24 Operating Budget (TAE minus employee benefits and debt service) will increase 7.65% over the FY23 Operating Budget. These increases are primarily due to wage growth, as personnel expenses represent 76.23% of the Town's Operating Budget.

The effects of the COVID-19 pandemic and the year of remote learning continued to pose ongoing difficulties for the Hingham school community. While considerable progress has been made in returning standardized test score results back to pre-pandemic levels, much work still remains to be done. In particular, the number of students with special education plans have increased significantly due to the ongoing impact of the pandemic. AdCom agreed with the recommendation of the School Committee that positions added to address learning loss and social emotional issues resulting from the onset of the pandemic needed to stay in place.

The School Administration proposed a level services budget of \$65,002,111 which increased education spending by \$3,175,608 or 5.14% over FY23 levels. This year's school budget includes an increase of 14% (\$500,000) in costs incurred by the School department for various out of district (OOD) placements. These OOD costs are set by guidance from the State and typically average 2-3% per year. In setting the guidance, the State acknowledged that pandemic related federal funds were ending and that costs for OOD placements would need to increase to compensate for the loss of these funds. Total FY24 budgeted costs for OOD placements, including the \$500,000 listed above, increased by \$866,784. Additional areas with significant cost increases include contracted annual staff salary increases, utility costs for school buildings, increased fuel and other costs related to transporting students both in and out of the district, and contractually required professional development costs.

Municipal expenses increased by \$1,264,110 in the proposed level services budget. Expense drivers include expenditures for employee benefits which are \$964,605 more than FY23 based on increases in retirement costs and health insurance. Health insurance expenses are projected to increase by 5.21%, down from prior forecasts of 10% over FY23 actuals. Health care expenses for active and retired employees, though, are budgeted to increase at a rate of 10% per year in the future, creating a significant long-term issue. The Town had a full valuation of its Other Post-Employment Benefits (OPEB) liability as of June 30, 2022 and has budgeted an OPEB contribution of \$1,313,773 for FY24, an increase of \$24,600 over FY23. Additionally, the new collective bargaining agreement with the DPW included a COLA and equity adjustment that added \$229,270 to the FY24 operating budget.

Budgeted debt service has increased by \$2,948,398 largely due to the first debt service payments resulting from the Foster and Public Safety Facility projects. The expectation is that new capital needs will require significant future borrowing. In recent years, the Town has tried to ensure that the savings for non-excluded debt capacity are not incorporated into the operating budget. While these funds are being tracked in a reserve account in the General Fund, starting in FY 23 and beyond, no amount has been budgeted for unused non-excluded debt capacity.

The increase in expenditures for FY24 will be funded by a 2.5% increase in the tax levy, estimated new growth of approximately \$650,000, and \$7,890,467 in additional revenue provided by an affirmative vote of the override.

The Advisory Committee recognizes that an override like this, in combination with the debt exclusions voted last November, will have a significant impact on property taxes of residents.

Property taxes increase annually by the amount permitted under Proposition 2½, the Community Preservation Act surcharge, and the amount required to pay for previously approved debt exclusions. For

FY24 that increase is about 3.2% before accounting for the debt exclusions approved last November to build the replacement school for Foster and the new Public Safety Building. Following is a five-year breakdown of estimated taxes that includes the annual 2.5% increase, CPA surcharge, pre-Nov. 2022 debt exclusions, and both the November 2022 debt exclusions and a favorable vote on the override:

5-Year Projected Tax Impacts of \$7.9M Operating Override in FY24 at Three Different Assessed Values							
		FY23	FY24	FY25	FY26	FY27	FY28
25th Percentile Assessed Value (\$658,400)	Base Property Tax Bill	6,679	6,877	7,081	7,302	7,517	7,733
	Estimated Tax Increase for Foster and Public Safety Facility Excluded Debt*		176	262	398	463	528
	Estimated Tax Bill <u>WITHOUT</u> Override: New Base		7,053	7,343	7,700	7,980	8,261
	% Estimated Increase Over Prior Year Without Override		5.6%	4.1%	4.9%	3.6%	3.5%
	Estimated Tax Increase for \$7.9M Operating Override		550	564	578	592	607
	% Increase over Estimated Tax Bill due to Override		7.8%	7.7%	7.5%	7.4%	7.3%
	Estimated Property Tax Bill <u>WITH</u> Override		7,603	7,906	8,277	8,572	8,868
	Total Estimated % Increase Over Prior Year New Base With Override		13.8%	12.1%	12.7%	11.3%	11.1%
50th Percentile Assessed Value (\$898,850)	Base Property Tax Bill	9,123	9,393	9,672	9,973	10,267	10,562
	Estimated Tax Increase for Foster and Public Safety Facility Excluded Debt*		241	358	544	633	721
	Estimated Tax Bill <u>WITHOUT</u> Override: New Base		9,634	10,030	10,517	10,900	11,284
	% Estimated Increase Over Prior Year Without Override		5.6%	4.1%	4.9%	3.6%	3.5%
	Estimated Tax Increase for \$7.9M Operating Override		751	770	789	809	829
	% Increase over Estimated Tax Bill due to Override		7.8%	7.7%	7.5%	7.4%	7.3%
	Estimated Property Tax Bill <u>WITH</u> Override		10,385	10,800	11,306	11,709	12,113
	Total Estimated % Increase Over Prior Year New Base With Override		13.8%	12.1%	12.7%	11.3%	11.1%
75th Percentile Assessed Value (\$1,230,600)	Base Property Tax Bill	12,496	12,866	13,248	13,660	14,062	14,466
	Estimated Tax Increase for Foster and Public Safety Facility Excluded Debt*		330	490	745	866	988
	Estimated Tax Bill <u>WITHOUT</u> Override: New Base		13,196	13,738	14,405	14,929	15,454
	% Estimated Increase Over Prior Year Without Override		5.6%	4.1%	4.9%	3.6%	3.5%
	Estimated Tax Increase for \$7.9M Operating Override		1,029	1,054	1,081	1,108	1,136
	% Increase over Estimated Tax Bill due to Override		7.8%	7.7%	7.5%	7.4%	7.3%
	Estimated Property Tax Bill <u>WITH</u> Override		14,224	14,792	15,485	16,036	16,589
	Total Estimated % Increase Over Prior Year New Base With Override		13.8%	12.1%	12.7%	11.3%	11.1%
* Note: Projected debt service amounts for the Foster School and Public Safety Facility projects peak in FY29 and begin to decline in FY30.							
Assumptions:							
• Base property tax bill includes allowed 2.5%, CPA surcharge, and existing excluded debt (borrowed prior to Nov 2022)							
• \$87,645,566 borrowed for Foster and paid back over 30 years (level debt service), first two years only in one-year Bond Anticipation Notes (FY24/25)							
• \$48,285,380 borrowed for PSF and paid back over 30 years (level principal), first two years only in one-year Bond Anticipation Notes (FY24/25)							
• Applied \$7M from Capital Project Cost and Debt Service Stabilization Fund to Foster and Public Safety Facility excluded debt service as follows: \$1M in FY25, \$3M in FY26, \$2M in FY27, and \$1M in FY28							
• Assumed FY26 new excluded debt long-term borrowing rates according to Capital Markets Advisors and subject to updates based on market conditions							
• Property tax bill totals above may differ +/- \$1 from the summed values due to rounding							

The above table tries to outline the total impact on residents from an affirmative vote on the override combined with all the other pieces of the tax bill. The result of a “yes” vote on this override is an initial \$751 (7.8% increase) on the FY24 tax bill for the median assessed value property in Hingham. The Advisory committee noted that residents’ property taxes increase annually by the amount authorized under Proposition 2½, the Town’s CPA surcharge and previously issued excluded debt. For FY24, we also add the November 2022 borrowing for the projects to replace Foster and build a new Public Safety Facility. The estimated total of the annual increase plus the November 2022 debt exclusions is listed as the “New Base” above and the line below shows the percent change in this new base on a yearly basis. Next, the chart shows the tax impact of an affirmative override vote on both a dollar and percent basis followed by the total estimated tax bill and the percent change over the prior year’s New Base.

AdCom considered the impact on residents' property tax bills against the loss of current and future services and programs and unanimously voted in favor of the override. However, the committee was concerned with the impact of this tax increase on residents, particularly those of reduced or limited means and how this increase might affect their quality of life and their ability to remain in Town. The committee noted that the Town offers a dozen tax relief programs to qualified citizens and that there are three Articles in this Warrant that extend or increase the amount of tax relief offered to qualifying residents.

The Advisory Committee monitors the ratio of the Town's Unassigned Fund Balance to the Town's Total Annual Expenditures. This is a key metric of fiscal health and effective management in evaluations by all three bond-rating agencies. The Town's Aaa bond rating provides the Town access to debt markets when other potential borrowers (with lower bond ratings) are unable to find purchasers for their riskier debt. The Aaa bond rating also means the Town can secure the lowest possible interest rates for its bond offerings, resulting in lower debt service costs funded by property taxes. The availability of debt at reasonable rates is a key component of the Town's financial assumptions. The resulting debt service costs at lower-than-projected levels also reduce the tax burden for Hingham households. AdCom is committed to maintaining Unassigned Fund Balance at or above the upper bound of the Town's Financial Policy in order to comply with the policy, address any necessary reserve fund transfers in excess of the Reserve Fund balance, and as a possible source of funds for Warrant Articles.

The Town has been committed to providing for its ongoing capital needs primarily within the tax levy or operating budget of the Town. While capital spending has rebounded from a low in FY10, the backlog of projects and needs continues to increase. This override budget provides necessary additional funds to properly maintain existing assets while planning for the future in a timely manner. The Capital Outlay Committee, and the Advisory Committee, continue to balance the need to repair and replace capital items before such costs become unreasonable.

The Town has a number of large capital projects that will require analysis and potential funding. These projects include the South Fire Station, renovation and expansion of the Senior Center, possible renovations of the Library and Town Hall, and harbor repairs and improvements to prepare for sea level rise. The Town will need to consider how these projects may affect the Town's financial position.

FINANCIAL POLICY CONFORMANCE

Expenditures in the proposed FY24 budget conform to the Town's Financial Policy guidelines as follows:

Unassigned Fund Balance between 16% and 20% of Total Annual Expenditures ("TAE")

- Fund Balance, also known as Available Reserves or Available Funds or free cash, is the accumulation of each year's actual surpluses and deficits. In accordance with the implementation of GASB 54, Fund Balance is classified into five categories: Nonspendable, Restricted, Committed, Assigned, and Unassigned.
- Total General Fund Fund Balance has increased from 8.9% of TAE at the end of FY 2009 to 43.37% at the end of FY22 (the most recently completed Fiscal Year). As of the end of FY22, total General Fund Balance equaled a historic high of \$48,532,091. The amount "reserved" for particular future uses (per GASB 54) is \$13,054,444 (26.90%).
- Per the Town Financial Policy, the Town should maintain an Unassigned Fund Balance at a level no less than 16% and as high as 20% of TAE with a view to maintaining this level in the upcoming years.

- As of the end of FY22, Unassigned Fund Balance equaled \$35,477,647 or 31.71% of TAE. As of the end of FY21, this dollar amount was \$34,346,478, and the ratio was 30.85% of TAE.
- The Advisory Committee recommends the use of up to \$1,404,000 of Unassigned Fund Balance funds for two Warrant Articles under consideration by the 2023 Annual Town Meeting. One Warrant Article seeks to use \$1,000,000 to establish a Tax Mitigation Fund and the other asks for \$404,000 of surplus FY22 Ambulance Receipts for a new ambulance for the Fire Department.

Capital Expenditures between 3% and 6% of the Operating Budget

- Per the Town Financial Policy, the Capital outlay budget for any fiscal year should be in the range of 3% and 6% of the Town's operating budget for that fiscal year.
- For FY24, the Capital outlay budget (excluding borrowing and Sewer, Water, Recreation, and South Shore Country Club capital, which are funded from user rates/charges) is \$3,297,477. This amount is 3.09% of the FY24 operating budget.
- For FY24, the Capital Outlay Committee (COC) reviewed and evaluated departmental capital requests using the following six criteria:
 - If lack of the particular capital item puts citizen/employee safety at risk;
 - If the capital item is broken;
 - If the capital item is core to the department's mission, i.e., the department could not function without it;
 - If the capital item is still functional but repairs are required that would cost 25% or more of the new item purchase price;
 - If the capital item is substantially beyond its originally projected useful life and its failure would jeopardize performance of the department's overall mission;
 - If the cost of the capital item can be recovered in three years or less.
- The COC received initial capital requests for funding from the tax levy of \$3,297,477 and recommended a FY24 capital budget of \$3,701,477. Funding sources for these requests include excess Unassigned Fund Balance, excess overlay and/or the tax levy. The COC also recommended a capital budget of \$565,000 for the South Shore Country Club (SSCC) and \$145,000 for the Recreation Commission, both of which are funded by user fees, \$437,000 for Sewer-related projects to be paid by Sewer rate payers. In addition, \$144,000 of FY24 capital requests for the Harbormaster will be funded from the Municipal Waterways Improvement and Maintenance Fund.
- The COC continues to call for adequate funding throughout the term of the Five-Year Capital Plan, including consideration of the targeted use of debt to address major capital expenditures.
- In addition to the \$3,701,477 COC recommendation, the Advisory Committee recommends in separate Warrant Articles:
 - That the Town appropriate \$272,000 from the Community Preservation General Fund; \$93,000 for Tree & Park Barn (Exterior Refurbishment & Painting) and \$179,000 for Recreation (Replacement of basketball court at Cronin Field).

All of this spending and borrowing is subject to approval by 2023 Annual Town Meeting.

Reserve Fund of Approximately 0.75% of the Operating Budget

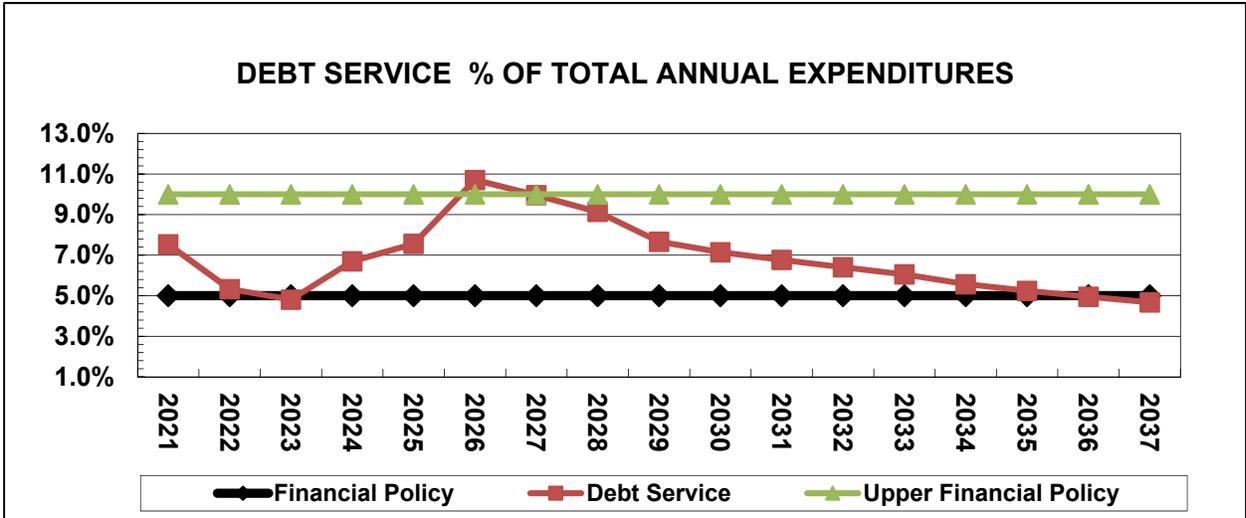
- Massachusetts General Laws provide for annual appropriations to a Reserve Fund from which transfers for extraordinary or unforeseen expenditures may be made from time to time, with the advice of the Select Board and the approval of the Advisory Committee. The Reserve Fund is used to save the time and expense of a Special Town Meeting for relatively low-cost items.
- Per the Town Financial Policy, the annual appropriation amount for the Reserve Fund should be approximately 0.75% of the Operating Budget.

RESERVE FUND TRANSFERS-FY2022	
<u>DEPARTMENT</u>	<u>AMOUNT</u>
Library-Capital	\$59,250
Conservation Commission-Expenses	\$21,148
DPW-Expenses (Oct wind Storm)	\$460,000
Snow & Ice	\$391,620
Workers Compensation	\$320,000
Legal	\$250,000
Unemployment	\$66,201
Town Meeting	\$6,900
FY22 Total Approved Transfers	\$1,575,119

- Unexpended funds (if any) in the Reserve Fund are returned to Fund Balance at the end of that Fiscal Year.
- The proposed amount for the FY24 Reserve Fund is \$734,184. This is 0.69% of the Operating Budget.

Average Annual Debt Service Percentage of TAE

- The Town’s Financial Policy states that the Town should maintain average annual debt service (repayment of principal and current interest for borrowings) at a level equal to approximately 5.0% of TAE, or less, and annual debt service should not exceed 10% of TAE for any extended period of time.
- FY24 debt service represents 6.70% of FY24 TAE, an increase from 4.91% in FY23 but still under the 10% level. The increase in debt service is related to the need to make principal payments on previously issues BANS.
- The graph on the following page represents currently authorized debt and shows debt service continues to be within Financial Policy guidelines except for a slight overage in 2026. Debt Service increases beginning in 2024 due to financing for the debt exclusions associated with the new school to replace Foster and the Public Safety Building. Absent additional borrowing, debt service peaks in 2026 before trending down.



FY24 PROPERTY TAX RELIEF

- As in previous years, the FY24 budget includes property tax relief for the benefit of all taxpayers. Property taxes for FY24 will be higher than in FY23, but the amount of increase will be less than it would be without certain tax relief measures. The amount of \$178,836 will be transferred from the Stabilization Fund, which contains proceeds from the bond premiums associated with debt refinancing, to lower excluded debt costs. Note that a declining balance in the Stabilization Fund will also affect future tax relief.
- In addition, the Town offers 12 tax relief programs to eligible citizens. Articles to extend and/or increases three of these programs are included in this Warrant.

LONG-TERM FINANCIAL OBLIGATION AND LIABILITY FUNDING

- The FY24 budget recommends funding Contributory Retirement and OPEB (retiree health care benefits) so as not to burden future generations with unsustainable or disproportionate financial obligations. The FY24 budget includes a Contributory Retirement funding amount of \$6,303,180 and an OPEB contribution of \$1,313,773.
- Further analysis of the OPEB funding level is necessary due to the continual changes in the actuarial assumptions that determine the contribution amount. These assumptions include the impact of future health insurance premiums, longevity, and the future rate of return on the set-aside funds. The Town does a full actuarial valuation of OPEB every two years. As of June 30, 2022, Hingham had funded its OPEB trust with \$23,633,903. Assets are projected to be available to make all projected future benefit payments for current plan members. The next valuation will be done in the fall of 2024. Hingham is far ahead of comparable towns with regard to funding OPEB obligations.

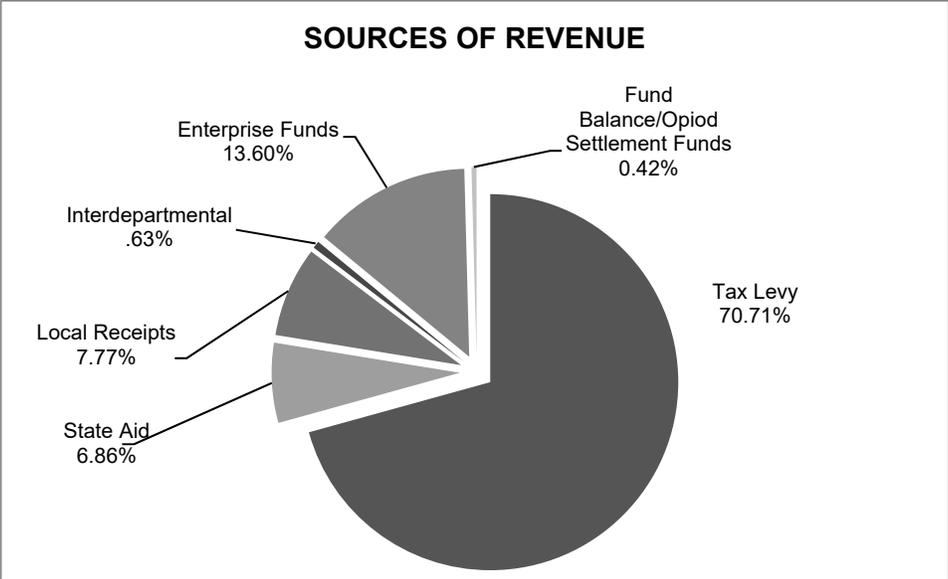
REVENUE SOURCES AND USES

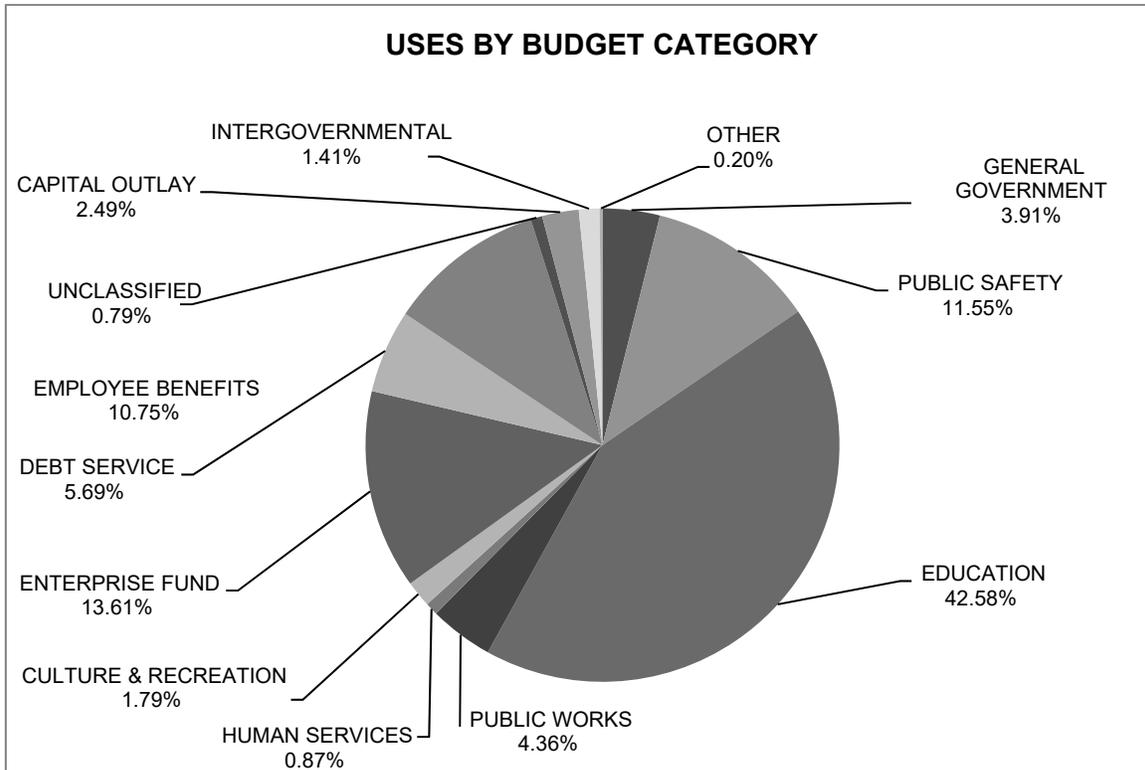
- For FY24, budgeted revenue Uses include Article 4, 5, and 6 appropriations of \$152,119,339 and amounts reserved for State Assessments, Overlay, and Other Expenses totaling \$2,174,075.

- The aggregate Budget Uses for FY24 of \$154,293,414 balances to the forecasted revenue sources of \$154,293,414.

	ACTUAL	ESTIMATE	FORECAST	FORECAST	FORECAST	FORECAST	FORECAST
	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
SOURCES							
Tax Levy							
Levy	86,504,950	89,359,591	92,356,214	103,205,586	106,435,726	109,896,619	113,294,034
2 1/2 % increase	2,162,624	2,233,990	2,308,905	2,580,140	2,660,893	2,747,415	2,832,351
New growth	692,017	762,633	650,000	650,000	800,000	650,000	650,000
Override			7,890,467				
Debt exclusions	3,627,941	3,506,882	5,910,437	7,477,718	13,082,642	12,799,578	12,446,992
Total Tax Levy	92,987,532	95,863,096	109,116,022	113,913,443	122,979,260	126,093,612	129,223,377
Other Revenue							
State Aid	10,139,491	10,475,993	10,592,393	10,857,203	11,128,633	11,406,849	11,692,020
Local Receipts	11,993,417	10,584,426	11,963,849	12,291,551	12,598,840	12,913,811	13,236,656
Fund Balance/Federal Funds/Opioid Settlement Funds	6,759,009	3,785,882	654,577	0	0	0	0
SSCC	1,788,518	2,011,444	2,754,998	2,754,998	2,754,998	2,754,998	2,754,998
Weir River Water System	12,214,353	12,886,913	14,154,255	14,154,255	14,154,255	14,154,255	14,154,255
Sewer	3,311,191	4,199,982	4,084,483	4,372,641	4,686,046	5,027,075	5,398,380
Light Plant (\$450K Min.)	480,272	500,000	500,000	500,000	500,000	500,000	500,000
Stabilization Fund	178,836	178,836	178,836	178,836	178,836	178,836	178,836
Excess Overlay	225,000	620,000	150,000				
Waterways Fund	40,750	125,000	144,000				
Total Other Revenue	47,130,837	45,368,476	45,177,391	45,109,484	46,001,608	46,935,824	47,915,145
Total Sources	140,118,369	141,231,572	154,293,414	159,022,927	168,980,868	173,029,436	177,138,523
USES							
State Assessments	1,078,185	1,209,365	1,224,075	1,285,279	1,349,543	1,417,020	1,487,871
Overlay	703,409	850,000	850,000	850,000	550,000	550,000	550,000
Other expenses / deficits	0	100,000	100,000	100,000	100,000	100,000	100,000
Total	1,781,594	2,159,365	2,174,075	2,235,279	1,999,543	2,067,020	2,137,871
Appropriations							
Capital Outlay	1,893,514	3,308,498	4,282,477	4,382,477	4,482,477	4,582,477	4,682,477
Article 6	127,748,564	135,436,337	147,534,365	153,358,125	163,515,271	168,056,781	172,561,986
Article 4&5	0	47,632	302,497	1,076,119	1,872,949	2,693,684	3,539,041
Other articles	1,800,000	0	0	0	0	0	0
Total appropriation	131,442,079	138,792,467	152,119,339	158,816,721	169,870,697	175,332,942	180,783,504
Total Uses	133,223,673	140,951,832	154,293,414	161,052,000	171,870,240	177,399,962	182,921,375
EXCESS (Shortfall)	6,894,696	279,740	0	(2,029,072)	(2,889,372)	(4,370,527)	(5,782,852)

- New Growth is the amount by which the property tax base increases due to new development and improvement to existing properties. The projection of New Growth revenue for FY24 and beyond is based on the extrapolation of building permit activity and other indicators of the local economic outlook. The Town is currently forecasting FY24 New Growth at similar levels as in FY23. While there may be opportunities for new growth, the realization of these opportunities is dependent on several variables, many of which are outside the control of the Town. Accordingly, conservative forecasting is both prudent and necessary.
- With regard to particular FY24 Other Revenue line items:
 - Future Local Receipts revenue, primarily from Motor Vehicle Excise taxes, is tracked carefully and generally forecasted conservatively.
 - SSCC revenues of \$2,754,998 fully offset SSCC operating expenses, capital expenses, and employee benefit costs, all of which are included in the Article 6 Uses total.
 - Sewer revenues of \$4,084,483 fully offset sewer operating expenses, debt, capital expenses, and employee benefit costs, all of which are included in the Article 6 Uses total.
 - Weir River Water System revenues of \$14,154,255 fully offset water operating expenses, debt, employee benefit costs, all of which are included in the Article 6 Uses total.
 - Hingham Municipal Lighting Plant revenue of \$500,000 is a payment in lieu of taxes (PILOT).
- The Advisory Committee notes that the impact of reduced New Growth in the future will make it increasingly difficult to fund new services or initiatives. The MOU that accompanies this override is a significant step in keeping future operating expense growth within predictive levels. Even with the MOU, forecast revenue growth is less than expense growth meaning the likelihood of future overrides is a distinct possibility without significant increase in new growth. The Tax Mitigation Stabilization Fund proposed in this warrant, if approved, will provide a source of funds and will help to delay any future override. Additionally, Debt Service is likely to be higher than forecasted if new debt is issued to fund new projects.





ADVISORY COMMITTEE RECOMMENDATIONS

The Advisory Committee has voted to recommend the budget amounts presented in Articles 4, 5, and 6 for approval by Town Meeting. In addition, the committee has reviewed each of the other Articles in the Warrant and, after public discussion with sponsors, petitioners, proponents, and other interested citizens, has provided comments and recommended motions that reflect the relevant points made during the committee’s deliberations.

ACKNOWLEDGEMENTS

The Advisory Committee is very grateful for the assistance, support, and dedication of Town Accountant Sue Nickerson. We also deeply appreciate the help of Town Administrator Tom Mayo, Assistant Town Administrator for Finance Michelle Monsegur, Assistant Town Administrator for Operations Art Robert, Select Board Office Manager Sharon Perfetti, and Accounts Payable Specialist Lynn Phillips. Their diligence and timely support have enabled the Advisory Committee to better represent and serve the Town.

As in past years, the Advisory Committee benefited from strong working relationships with the Select Board, the School Committee and Administration, Town Department heads, the Capital Outlay Committee, the Community Preservation Committee, the Planning Board, and the numerous other Town Boards, Commissions, and Committees with which the Advisory Committee and its liaisons routinely interface. Continued collaboration, mutual respect, and teamwork benefit everyone.

Hingham continues to be well served by the extraordinary efforts of its many capable and responsible employees and volunteers. The Advisory Committee thanks them all for their contributions.

THE ADVISORY COMMITTEE

George Danis, Chair

Nancy MacDonald, Vice Chair

Tina Sherwood, Secretary

Brenda Black

Davalene Cooper

Kathleen Curley

Joseph Griffin

Caitlyn Kirk

Lyndsey Kruzer

Alan Macdonald

Andrew McElaney

Sarah Melia

Jason Price

Brian Stack

Carol Tully

REPORT OF THE SELECT BOARD

I am pleased to submit this report on behalf of the Select Board (“Board”) for Fiscal Year 2023. As a result of the hard work and dedication of municipal leaders, employees, volunteers, and residents, our community experienced many milestones. Hingham emerged from the COVID-19 pandemic with a focus on capital improvements, achieving a sustainable budget, expanding tax relief programs, and environmental accomplishments. The Town continued to maintain its Aaa/AAA rating, the highest rating of credit worthiness from all three major credit rating agencies, assuring that Hingham has access to capital markets at the lowest possible rates.

Foster Elementary School

Following a near unanimous vote at a Special Town Meeting convened in November 2022 and a 72% favorable vote at the November 2022 election, the Town approved a \$113 million debt exclusion to replace the over 70-year-old William L. Foster Elementary School. The new 126,385 square foot School is designed for Hingham’s K-5 educational programs with the capacity for 605 students. It will enable the District to expand preschool, the Kids In Action program, and Special Education programs. The Board wishes to thank the dedicated work of the School Building Committee and School Committee for all their efforts with this initiative.

Public Safety Building Committee

At the same Special Town Meeting in November 2022, residents voted near unanimously, and voted later with a strong approval at the November 2022 election, to fund a \$47 million public safety facility to be built at 335 Lincoln Street in north Hingham. It will serve as the new headquarters for the Hingham Police Department and the new home for our firefighters who are currently based at Hingham Fire Station 2/North Fire Station. The 56,525 square foot building will be three stories high and include a two-level parking facility with approximately 94 spaces for public safety vehicles. The exterior façade is designed to reflect the industrial and nautical history of the Hingham Shipyard. The Board wishes to thank the Public Safety Building Committee for its commitment to this project.

Senior Center

The Board now turns its focus to the development of a new Senior Center. As the Senior Center Building Committee continues its efforts to develop a new center, the Board unanimously voted in 2023 to ask the Committee to look at additional locations while also exploring the potential to expand the existing center at Town Hall. As we look to 2023 and beyond, the Board remains committed to developing a state-of-the art Senior Center.

Budget

As signaled by the Board and the Advisory Committee at Annual Town Meetings 2021 and 2022, an override will be needed for FY24 to maintain services. The Town is entering the FY24 budget season with a deficit of \$6,015,216 that results from adding critical capacity to school and municipal services during COVID-19. In addition, Hingham is experiencing the same challenges as many Massachusetts communities where the cost of providing services has outpaced revenue growth allowed under Proposition 2 ½. As we move away from the pandemic and seek to bridge the funding gap permanently, the Town must either reduce services to balance the FY24 budget or raise recurring revenue through an override to maintain current operations.

The Board and Advisory Committee unanimously voted to recommend that Annual Town Meeting 2023 approve an operational override of \$7,890,467. The proposed operational override would preserve current services as well as provide for additional capacity in key areas, such as a Sustainability Coordinator, Senior Center Program Coordinator, additional firefighters, an

Assistant Town Engineer, a School Nursing Coordinator, increased professional development for educators, a reduction in the existing full-day kindergarten fee, and increased investment in town-wide capital.

FY24-28 Financial Management Plan

The Select Board, Advisory Committee, and School Committee voted unanimously to adopt and adhere to an FY24-28 Financial Management Plan, controlling budget growth for the municipal and school budgets at 3.5% through FY28. Under the terms of the Plan, it is not anticipated that the Town will face the prospect of another operational override for at least the next four years. The Select Board continues to seek additional revenue sources, including exploring commercial and residential development opportunities and working with the Town's Naming By-law Committee to amend the existing by-law and expand private/public partnerships as a strategic component to support future large capital projects.

Tax Relief Programs

The Town of Hingham offers a number of different property tax relief programs for residents based on age, income, and veteran or disability status. In the past year, the Board voted to expand existing programs and offered residents the maximum amounts possible under state law. The Board also worked with the Board of Assessors to increase publicity of existing programs and saw applications grow significantly as a result of an increased awareness campaign. Current programs include a Senior Means-Tested Tax Exemption, exemptions for residents who experience financial hardship who are over 65-years-old, surviving spouses or persons over 70, an Elderly and Disabled Taxation Aid Fund, as well as programs for disabled veterans and Gold Star Families. The Board reaffirms its commitment to ensuring residents are able to benefit from all existing tax relief programs available to Massachusetts residents.

Environment and Sustainability

The Town continued to work towards achieving its environmental goals. We secured funding through a state earmark to hire a Sustainability Coordinator that will help the Town work towards its sustainability objectives. The Town also completed LED lighting retrofits at Town Hall and the High School, utilizing a \$185,000 Green Communities Grant. The Board also worked with the Hingham Municipal Lighting Plant to deploy electric vehicle charging stations in three municipal lots, and the Police Department launched a 100% hybrid front-line cruiser fleet. A vote was also taken to create a Climate Action Planning Implementation Committee to execute the Town's Climate Action Plan and to combat changes in the environment threatened by the continued release of carbon and other climate changing gases.

Conclusion

The Select Board wishes to thank all the tremendous residents who assist us in carrying out our mission. We also want to acknowledge and thank all the members of our volunteer boards and committees, and Town employees. We are honored to serve with you.

We also extend our sincere appreciation for the employees of the Select Board Office, specifically, Tom Mayo, Michelle Monsegur, Art Robert, Sharon Perfetti, and Heidi Gaul, for their hard work and dedication to our community.

HINGHAM SELECT BOARD
William C. Ramsey, Chair
Joseph M. Fisher
Elizabeth F. Klein

COMMONWEALTH OF MASSACHUSETTS

Plymouth, ss.

To the Constables of the Town of Hingham in the County of Plymouth, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Hingham qualified to vote in Town affairs to meet at the Hingham High School, 17 Union Street, in said Hingham, on Monday, April 24, 2023 at 7:00 pm, then and there to act on the Warrant Articles listed below.

You are hereby also directed to notify and warn the inhabitants of the Town of Hingham qualified to vote in Town affairs to meet at three designated polling places in said Town of Hingham according to their precinct, to wit: Precinct 1, 2, 3, and 4: High School, 17 Union Street; Precincts 5, 6, and 7: Middle School, 1103 Main Street; and Precinct 7A: Willard Square at Linden Ponds on Saturday, April 29, 2023 from 8:00 am until 8:00 pm, then and there to give their votes on the official ballot for:

- A Moderator to serve one year;
- One member of the Select Board to serve three years;
- One member of the Board of Assessors to serve three years;
- One member of the Board of Health to serve three years;
- One member of the Municipal Light Board to serve three years;
- Two members of the School Committee to serve three years;
- One member of the Planning Board to serve five years;
- One member of the Sewer Commission to serve three years;
- One member of the Recreation Commission to serve five years; and
- One member of the Recreation Commission to serve three years;

And to give their votes “Yes” or “No” on the following Town ballot question:

- Question 1: Shall the Town of Hingham be allowed to assess an additional \$7,890,467 in real estate and personal property taxes for the purposes of funding the operating budgets of the Town and the Public Schools for the fiscal year beginning July 1, 2023?

Hereof fail not and make due return of this warrant with your doings thereon to the Town Clerk on or before April 10, 2023.

Given under our hands at Hingham this twenty-third day of March 2023.

William C. Ramsey, Chair
Elizabeth F. Klein
Joseph M. Fisher

SELECT BOARD

A true copy
Attest:

By virtue of the within warrant I hereby certify that I have noticed and warned the inhabitants of the Town of Hingham, qualified to vote in Town affairs to meet at the time and place indicated in the above warrant by causing a notice thereof to be published in The Hingham Journal seven days at least before the day appointed for said meeting. An attested copy was presented and posted by the Town Clerk in the Town Hall as of this date.

Kathleen A. Peloquin
Constable of Hingham
March 31, 2023

**ARTICLE 1
HANNAH LINCOLN WHITING FUND**

Will the Town choose all necessary Town Officers, other than those to be elected by ballot, including the following:

- One member of the Committee to have charge of the income of the Hannah Lincoln Whiting Fund for a term of three years, or act on anything relating thereto?

(Inserted by the Select Board)

COMMENT: The Hannah Lincoln Whiting Fund was established in 1915 pursuant to the Will of Ada B.W. Bacon in memory of her mother, "...to be expended in relieving the necessities of the deserving poor or unfortunate of South Hingham..." Grants from the income of the Fund are made at the discretion of a committee of three members, one of whom is elected each year by the Town. As of December 31, 2022, the fund assets totaled \$16,292.75 of which \$1,292.75 was available for distribution. The principal of \$15,000 is held in trust and is not available for distribution. In 2022, there were no disbursements from the Fund.

The Advisory Committee and the Select Board voted unanimously in support of this Article.

RECOMMENDED: That Laura Boyle, 22 Westmoreland Road, be re-elected a member of the Committee to have charge of the income of the Hannah Lincoln Whiting Fund for a term of three years.

**ARTICLE 2
ASSUME LIABILITY FOR DCR**

Will the Town, in accordance with, and only to the extent permitted by, Massachusetts General Laws Chapter 91, Section 29, as amended, assume liability for all damages that may be incurred by work to be performed by the Department of Conservation and Recreation of the Commonwealth of Massachusetts for the improvement, development, maintenance, and protection of tidal and non-tidal rivers and streams, harbors, tide waters, foreshores, and shores along a public beach within the Town, in accordance with Section 11 of said Chapter 91, and authorize the Select Board to execute and deliver a bond of indemnity to the Commonwealth assuming such liability, or act on anything relating thereto?

(Inserted by the Select Board)

COMMENT: The Department of Conservation and Recreation (DCR), as a matter of policy, requires the Town to assume liability if it is to perform any of this type of work within the Town. In accordance with this statute, the Town would assume liability for all damages to property sustained by any person as a result of such work performed by the DCR.

The Advisory Committee and the Select Board voted unanimously in support of this Article.

RECOMMENDED: That the Town, in accordance with, and only to the extent permitted by, Massachusetts General Laws Chapter 91, Section 29, as amended, assume liability for all damages that may be incurred by work to be performed by the Department of Conservation and Recreation of the Commonwealth of Massachusetts for the improvement, development, maintenance, and protection of tidal and non-tidal rivers and streams, harbors, tide waters, foreshores, and shores along a public beach within the Town, in accordance with Section 11 of said Chapter 91, and that the Select Board is hereby authorized to execute and deliver a bond of such indemnity to the Commonwealth assuming such liability.

**ARTICLE 3
REPORTS OF VARIOUS TOWN COMMITTEES**

To receive the reports, if any, of the following: Accessory Dwelling Unit Study Committee, Affordable Housing Trust; Audit Committee; Capital Outlay Committee; Climate Action Planning Committee, Commission on Disabilities; Community Preservation Committee; Conservation Commission; Country Club Management Committee; Council

on Aging; Energy Action Committee; GAR Hall Trustees; Harbor Development Committee; Historic Districts Commission; Historical Commission; Board of Managers of Lincoln Apartments LLC; Long Range Waste and Recycling Committee, Master Plan Committee; Memorial Bell Tower Committee; Open Space Acquisition Committee; Public Safety Facility Building Committee; Scholarship Fund Committee; 2017 School Building Committee; Senior Center Building Committee; Town Historian; Tree Preservation Study Committee; Wastewater Master Planning Committee; Weir River Water System Citizens Advisory Board; and Weir River Water System Transition and Evaluation Committee; or act on anything relating thereto?
(Inserted by the Select Board)

COMMENT: The Town is indeed fortunate to have many public-spirited citizens willing to work in these capacities. The quality of life and quality of governance of our community is greatly strengthened by these contributions of these citizens and their work on these committees. We thank all of these committees and their members for their excellent service. We recommend that all these posts and committees be continued.

The Advisory Committee and the Select Board voted unanimously in support of this Article.

RECOMMENDED: That the reports, if any, of the existing Town Committees and Commissions and the Town Historian be received; and that all of said bodies and posts of government be continued.

ARTICLE 4 PERSONNEL BOARD REPORT

Will the Town accept the report of the Personnel Board appointed under the Classification and Salary Plan, or act on anything relating thereto?
(Inserted by the Select Board)

COMMENT: The Personnel Board was established to administer the Personnel By-law of the Town and consists of five volunteer members appointed by the Moderator to serve three-year terms. The basic duties of the Personnel Board are set out in Section 5 of the Personnel By-law and include oversight of the Town’s Classification and Salary Plan, maintenance and review of job descriptions, review of pay rates, and establishment of policies and procedures required to implement the Plan – all in collaboration with the Human Resources Department. The Board also conducts collective bargaining negotiations on behalf of the Select Board.

This Article seeks funds to pay for as yet undetermined financial obligations of the Town relating to salary increases, fringe benefit changes, and job reclassifications for non-School Department employees who either are not in a collective bargaining unit or who are covered by a collective bargaining agreement not yet concluded.

The major actions in this year’s report are the collective bargaining contracts with the Department of Public Works, Teamsters, Local 25, whose agreement expired on June 30, 2021. The first contract, covering the period beginning June 30, 2021 and ending on June 30, 2022, provides an equity adjustment retroactive to July 1, 2021 and a general wage increase of 3%. The second contract for the term of July 1, 2022 to June 30, 2025 provides for a general wage increase of 3% each year.

This Article recommends that employees not covered by collective bargaining agreements receive a general wage increase of 3%, effective July 1, 2023. Finally, the Board approved an adjustment to the FY22 salary scale for part-time and seasonal positions to meet the Massachusetts Minimum Wage Standards.

This Article also seeks to make an amendment to the Town’s Personnel By-law, which is described in the report of the Personnel Board. The amendment clarifies that the term of office ends at the third fiscal year following the member’s appointment and that the Moderator shall appoint new members prior to the commencement of the new fiscal year or as soon as possible thereafter.

The Advisory Committee, the Select Board, and the Personnel Board voted unanimously in support of this Article.

RECOMMENDED: That the report of the Personnel Board, a copy of which is on file in the Town Clerk's Office, be accepted; that the amendment of the Personnel By-law, and any Cost Item agreements reached by the Personnel Board in collective bargaining, which may be embodied or referred to in said report, be approved and adopted in their entirety, such approval and adoption to become effective July 1, 2023, or as otherwise specified in said report or agreements; that the Town raise and appropriate the sum of \$302,497 for the purpose of this vote; and that the Town Accountant is hereby authorized and instructed to allocate said sum to and among the several Personnel Services and Expense Accounts in such amounts, respectively, as are proper and required to meet such amendments and to comply with such collective bargaining agreements as may be entered into by the Select Board on behalf of the Town.

**ARTICLE 5
SALARIES OF CERTAIN TOWN OFFICERS**

Will the Town fix the salaries of the following Town Officers:

1. Members of the Select Board
2. Members of the Board of Assessors
3. Town Clerk
4. Members of the Municipal Light Board;
or act on anything relating thereto?
(Inserted by the Select Board)

COMMENT: This Article fixes the salaries of the elected Town Officers listed above.

The Advisory Committee and the Select Board voted unanimously in support of this Article.

RECOMMENDED: That the salary from July 1, 2023, through June 30, 2024, for each of the following officers shall be at the rates below stated or provided after the name of the office.

Select Board: at the annual rate of \$2,000 each, except that the Chair shall receive an annual rate of \$2,500 for the period of incumbency.

Board of Assessors: at the annual rate of \$1,800 each, except that the Chair shall receive an annual rate of \$2,000 for the period of incumbency.

Town Clerk¹: in accordance with the compensation rates established in Grade 10 of the Town of Hingham Classification and Salary Plan of the Personnel By-law.

Municipal Light Board: at the annual rate of \$214 each (to be paid from the receipts of the Electric Light Department).

¹ Town Clerk, when serving as a member of the Board of Registrars of Voters, shall be paid for such duties in accordance with Massachusetts General Laws Chapter 41, Section 19G.

**ARTICLE 6
BUDGETS**

Will the Town raise and appropriate, or transfer from available funds, sums of money to defray the expenses of the Town for the 12-month period beginning July 1, 2023, or act on anything relating thereto?
(Inserted by the Select Board)

COMMENT: The Advisory Committee and the Select Board voted unanimously in support of this budget. The School Committee voted unanimously in support of the school budget. For a detailed explanation of the budget review process and the Advisory Committee's recommendation, please refer to the Report of the Advisory Committee in the front of this Warrant.

RECOMMENDED: That the Town raise, appropriate and/or transfer for each of the following purposes, for the Fiscal Year beginning July 1, 2023 (FY24), the sum of money stated therefor, provided that, a one-time

appropriation and transfer of Opioid Settlement Funds in the total amount of \$250,577 is hereby made to balance the FY24 budget as allocated below within the Health Department, and provided that, where a transfer appropriation is stated, the amount so indicated shall be transferred or specifically appropriated as stated; also that the authority is hereby given to turn in vehicles and equipment in partial payment for vehicles and equipment purchased in those cases where a turn-in is stated; and provided that any amount or portion thereof appropriated to a sub-account and included in a numbered account as set forth below may be transferred to another sub-account under the same numbered account with the approval of the Select Board and the Advisory Committee.

	<u>Fiscal 2022</u> <u>Expended</u>	<u>Fiscal 2023</u> <u>Appropriated</u>	<u>Advisory</u> <u>Fiscal 2024</u> <u>Recommended</u>
GENERAL GOVERNMENT			
122 SELECT BOARD			
Payroll	656,863	690,511	588,953
Expenses	70,875	164,340	81,575
Total	727,738	854,851	670,528
131 HUMAN RESOURCES			
Payroll	149,032	163,742	174,474
Expenses	5,204	3,200	3,925
Total	154,236	166,942	178,399
132 RESERVE FUND	0	709,291	734,184
135 TOWN ACCOUNTANT			
Payroll	292,174	310,110	329,824
Expenses	5,810	11,355	10,150
Audit	62,350	75,500	76,500
Total	360,334	396,965	416,474
137 INFORMATION TECHNOLOGY			
Payroll	306,002	312,046	252,999
Expenses	266,793	321,092	484,465
Capital Outlay	204,179	293,000	116,000
Total	776,974	926,138	853,464
141 ASSESSORS			
Payroll	274,952	285,852	321,201
Expenses	11,666	11,258	11,358
Consulting	35,979	133,790	52,000
Map Maintenance	176	100	300
Total	322,773	431,000	384,859
145 TREASURER/COLLECTOR			
Payroll	375,513	390,401	372,050
Expenses	46,429	50,958	53,535
Tax Titles	1,342	10,000	10,000
Total	423,284	451,359	435,585

	<u>Fiscal 2022</u> <u>Expended</u>	<u>Fiscal 2023</u> <u>Appropriated</u>	Advisory <u>Fiscal 2024</u> <u>Recommended</u>
151 LEGAL SERVICES	573,817	395,372	395,372
159 TOWN MEETINGS			
Payroll	2,342	2,903	3,230
Expenses	47,589	43,750	57,050
Total	49,931	46,653	60,280
161 TOWN CLERK			
Payroll	169,070	190,658	208,474
Expenses	28,699	14,583	16,720
Total	197,769	205,241	225,194
162 ELECTIONS			
Payroll	10,234	22,486	27,545
Expenses	16,402	28,540	20,632
Total	26,636	51,026	48,177
171 CONSERVATION			
Payroll	195,233	196,884	202,854
Expenses	19,945	37,522	33,747
Total	215,178	234,406	236,601
175 COMMUNITY PLANNING			
Payroll	176,244	236,171	178,206
Expenses	12,838	24,205	24,205
Total	189,082	260,376	202,411
176 LAND USE & DEVELOPMENT			
Payroll	110,629	155,919	105,487
Expenses	3,826	7,375	7,375
Total	114,455	163,294	112,862
177 BARE COVE PARK			
Payroll	19,427	24,138	24,757
Expenses	6,778	9,390	9,390
Total	26,205	33,528	34,147
192 TOWN HALL			
Payroll (Overtime \$12,200)	275,753	283,708	277,746
Expenses	409,670	426,476	319,800
Capital Outlay	36,331	122,000	104,000
Total	721,754	832,184	701,546
193 GAR MEMORIAL HALL	20,987	24,187	7,055
TOTAL GENERAL GOVERNMENT	4,901,153	6,182,813	5,697,138

	Fiscal 2022 <u>Expended</u>	Fiscal 2023 <u>Appropriated</u>	Advisory Fiscal 2024 <u>Recommended</u>
PUBLIC SAFETY			
210 POLICE			
Payroll (Overtime \$478,829)	6,120,851	6,700,439	6,644,678
Expenses	372,622	486,750	495,750
Capital Outlay	223,480	738,263	155,658
Total	6,716,953	7,925,452	7,296,086
220 FIRE			
Payroll (Overtime \$853,201; \$1,600,000 from Ambulance Receipts)	5,612,304	6,554,825	6,756,816
Expenses	480,432	616,943	677,228
Capital Outlay (\$404,000 from Available Reserves)	10,665	367,000	637,957
Total	6,103,401	7,538,768	8,072,001
240 DISPATCH SERVICES			
Expenses	928,104	991,420	1,085,127
Total	928,104	991,420	1,085,127
241 BUILDING			
Payroll	228,775	262,791	271,342
Expenses	10,939	15,960	14,910
Total	239,714	278,751	286,252
292 ANIMAL CONTROL			
Payroll (Overtime \$7,059)	61,385	75,696	77,158
Expenses	3,156	6,200	6,200
Total	64,541	81,896	83,358
295 HARBORMASTER			
Payroll	212,161	226,529	249,997
Expenses	75,138	81,351	85,343
Capital Outlay (\$144,000 from Municipal Waterways Fund)	0	0	144,000
Total	287,299	307,880	479,340
299 PUBLIC SAFETY UTILITIES			
Emergency Water	443,480	453,251	453,250
Street Lighting	105,000	105,000	107,100
Total	548,480	558,251	560,350
TOTAL PUBLIC SAFETY	<u>14,888,492</u>	<u>17,682,418</u>	<u>17,862,514</u>
EDUCATION			
300 SCHOOL DEPARTMENT			
Payroll	50,711,434	53,713,423	51,928,388
Expenses	8,656,904	8,113,080	9,163,833
Capital Outlay	671,741	883,871	1,053,362

	Fiscal 2022 <u>Expended</u>	Fiscal 2023 <u>Appropriated</u>	Advisory Fiscal 2024 <u>Recommended</u>
TOTAL EDUCATION	60,040,079	62,710,374	62,145,583
PUBLIC WORKS			
420 DPW/HIGHWAY/TREE & PARK			
Payroll (Overtime \$97,944)	2,223,205	2,478,761	2,390,812
Expenses	801,189	835,222	836,130
Capital Outlay	351,187	220,364	1,008,000
Snow Removal	1,016,773	626,738	630,286
Road Maintenance	918,174	387,000	387,000
Total	5,310,528	4,548,085	5,252,228
430 TRANSFER STATION			
Payroll (Overtime \$43,329)	566,274	666,837	662,393
Expenses	960,793	1,071,358	1,191,460
Capital Outlay	168,158	60,000	60,000
Total	1,695,225	1,798,195	1,913,853
440 SEWER			
Payroll (Overtime \$32,201)	374,260	402,077	429,194
Expenses	302,610	321,177	327,007
Capital Outlay	213,719	485,000	437,000
Engineering	11,935	10,000	10,000
MWRA Charges	2,061,694	2,439,758	2,366,565
Debt Service	9,954	70,784	68,848
Hull Intermunicipal Agreement	337,018	459,245	445,869
Total	3,311,190	4,188,041	4,084,483
The sum of \$4,084,483 shall be funded by Sewer Revenue.			
TOTAL PUBLIC WORKS	10,316,943	10,534,321	11,250,564
HUMAN SERVICES			
510 HEALTH			
Payroll (\$27,917 from Opioid Settlement Funds)	331,529	368,201	321,752
Expenses (\$222,660 from Opioid Settlement Funds)	13,943	18,862	241,522
Capital Outlay	26,380	0	0
Total	371,852	387,063	563,274
541 ELDER SERVICES			
Payroll	254,184	286,334	249,952
Expenses	19,824	26,400	10,785
Capital Outlay	0	25,000	0
Total	274,008	337,734	260,737

	Fiscal 2022 <u>Expended</u>	Fiscal 2023 <u>Appropriated</u>	Advisory Fiscal 2024 <u>Recommended</u>
543 VETERANS' SERVICES			
Payroll	101,040	115,194	121,821
Expenses	6,845	7,067	8,597
Benefits	142,947	185,348	150,533
Total	250,832	307,609	280,951
545 HEALTH IMPERATIVES	0	2,700	0
546 SOUTH SHORE RESOURCE & ADVOCACY CENTER	0	3,700	0
TOTAL HUMAN SERVICES	896,692	1,038,806	1,104,962
CULTURE AND RECREATION			
610 LIBRARY			
Payroll (Overtime \$74,501)	1,582,952	1,770,602	1,738,511
Expenses	331,650	411,134	300,127
Capital Outlay	162,631	114,000	66,500
Total	2,077,233	2,295,736	2,105,138
630 RECREATION			
Payroll	165,176	189,908	122,604
Expenses	189,280	181,319	0
Total	354,456	371,227	122,604
650 TRUSTEES OF BATHING BEACH			
Payroll	24,338	27,372	27,372
Expenses	3,352	13,300	11,750
Total	27,690	40,672	39,122
691 HISTORIC PRESERVATION			
Payroll	79,890	83,633	85,796
Expenses	1,928	7,213	9,713
Total	81,818	90,846	95,509
692 CELEBRATIONS	16,586	17,567	0
TOTAL CULTURE & RECREATION	2,557,783	2,816,048	2,362,373
ENTERPRISE FUND			
720 SOUTH SHORE COUNTRY CLUB			
Payroll	971,349	981,815	1,045,198
Expenses	765,393	910,700	902,300
Debt Service	51,775	95,500	357,500
Capital Outlay	0	0	450,000
Total	1,788,517	1,988,015	2,754,998

	Fiscal 2022 <u>Expended</u>	Fiscal 2023 <u>Appropriated</u>	Advisory Fiscal 2024 <u>Recommended</u>
The sum of \$2,304,998 shall be funded from Country Club Revenue and the balance of \$450,000 to be funded from Country Club Retained Earnings.			
730 WEIR RIVER WATER SYSTEM			
Payroll	147,742	257,380	274,503
Expenses	6,419,392	6,646,630	7,729,752
Debt Service	5,647,219	5,977,432	6,150,000
Total	12,214,353	12,881,442	14,154,255
The sum of \$14,154,255 shall be funded from Weir River Water System Revenue.			
TOTAL ENTERPRISE FUND	14,002,870	14,869,457	16,909,253
DEBT SERVICE			
DEBT SERVICE	5,557,841	5,835,331	8,783,729
TOTAL DEBT SERVICE	5,557,841	5,835,331	8,783,729
EMPLOYEE BENEFITS			
900 GROUP INSURANCE	6,669,787	7,071,062	7,439,200
903 OTHER POST EMPLOYMENT BENEFITS	1,267,567	1,289,173	1,313,773
910 CONTRIBUTORY RETIREMENT	5,444,346	5,837,513	6,303,180
912 WORKER'S COMPENSATION	650,000	330,000	330,000
913 UNEMPLOYMENT	88,701	30,000	30,000
914 MANDATORY MEDICARE	1,051,833	1,061,995	1,168,195
TOTAL EMPLOYEE BENEFITS	15,172,234	15,619,743	16,584,348
UNCLASSIFIED			
915 Property and Liability Insurance	1,028,087	1,114,464	1,225,910
TOTAL UNCLASSIFIED	1,028,087	1,114,464	1,225,910
GRAND TOTAL	129,362,174	138,403,775	143,926,374

The following amounts will be added to the respective budgets as indicated below, contingent upon affirmative action by the voters of the Town on the ballot question to allow the Town to assess an additional \$7,890,467 in real estate and personal property taxes for the purpose of funding the operating budgets of the Town and the Public Schools for the fiscal year beginning July 1, 2023.

999 OVERRIDE	
School Department - Payroll	3,638,581
School Department - Expenses	973,183
School Department - Capital Outlay	215,000
Select Board - Payroll	172,600
Select Board - Expenses	35,000
Information Technology - Payroll	69,115
Information Technology - Expenses	50,000
Treasurer/Collector - Expenses	3,000
Town Clerk - Expenses	1,000
Conservation - Payroll	6,541
Conservation - Expenses	5,000
Community Planning - Payroll	80,770
Land Use & Development - Payroll	64,053
Town Hall - Payroll	32,927
Town Hall - Expenses	20,000
GAR Hall - Expenses	10,000
GAR Hall - Capital Outlay	94,000
Police - Payroll	229,243
Police - Capital Outlay	67,000
Fire - Payroll	624,040
Fire - Expenses	34,800
Animal Control - Payroll	4,700
DPW/Highway/Tree & Park - Payroll	576,999
DPW/Highway/Tree & Park - Capital Outlay	124,000
Transfer Station - Payroll	55,048
Health Department - Payroll	91,341
Elder Services - Payroll	98,429
Elder Services - Expenses	17,525
Veterans' Services - Payroll	20,842
Health Imperatives	2,700
South Shore Resource & Advocacy Center	3,700
Library - Payroll	67,732
Library - Expenses	118,020
Recreation - Payroll	72,512
Recreation - Expenses	192,445
Celebrations	18,621
TOTAL OPERATIONAL OVERRIDE	<u>7,890,467</u>
GRAND TOTAL	151,816,841

**ARTICLE 7
TRANSFER FROM THE STABILIZATION FUND**

Will the Town transfer a sum of money from the Stabilization Fund and/or from available reserves for the purpose of paying debt service for excluded debt in order to reduce the need to raise said funds through the Fiscal Year 2024 tax rate, or act on anything relating thereto?

(Inserted by the Select Board)

COMMENT: The Stabilization Fund, with a balance of approximately \$2.02 million as of December 31, 2022, contains premiums related to the issuance of excluded debt bonds for multiple school capital projects approved in prior fiscal years. These bond premiums were transferred into the Stabilization Fund per Article 12 of the 2011 Annual Town Meeting, and Article 7 of the 2016 Annual Town Meeting to be used to offset the bonds' future debt service costs. Annually, an amortized portion is withdrawn from the Stabilization Fund to offset the Fiscal Year interest payments due on the bonds, which results in a reduction in the annual cost to the taxpayers.

Under the version of M.G.L. Chapter 44, Section 20 in effect at the time these bond premiums were deposited into the Stabilization Fund, the funds were considered general revenue of the Town that could have been used for any lawful purpose under M.G.L. Chapter. 40, Section 5B. However, that statute has since been amended and the Massachusetts Department of Revenue (DOR) Division of Local Services has issued a new guideline in February of 2022 limiting the future use of such bond premiums (IGR No. 22-01). Under that new DOR guideline, the bond premiums presently in the Stabilization Fund must be used to offset interest paid in future years on the original excluded debt. The below recommended motion would follow the DOR guideline to transfer a portion of the Stabilization Fund to offset the interest on said excluded debt in order to reduce the need to raise these funds through the FY24 tax rate.

Approval of this Article requires a two-thirds vote of Town Meeting.

The Advisory Committee and the Select Board voted unanimously in support of this Article.

RECOMMENDED: That the Town transfer the sum of \$178,836 from the Stabilization Fund for the purpose of paying interest on outstanding excluded debt bonds in order to reduce the need to raise these funds through the FY24 tax rate.

**ARTICLE 8
DISBURSEMENT OF ELECTRIC LIGHT DEPARTMENT RECEIPTS**

Will the Town appropriate, from the receipts of the Hingham Municipal Lighting Plant, money for the maintenance and operation of the Plant for the 12-month period commencing July 1, 2023, pursuant to Sections 57 and 57A of Chapter 164 of the Massachusetts General Laws, and provide for the disposition of any surplus receipts, or act on anything relating thereto?

(Inserted by the Select Board)

COMMENT: The Hingham Municipal Lighting Plant (HMLP) is self-funding; funds collected from billing customers are used to pay all expenses incurred by the Plant. The HMLP Board has an agreement with the Town whereby HMLP makes a payment in lieu of taxes (PILOT) to the Town. The PILOT amount is calculated by multiplying the number of kilowatt hours sold by HMLP in the prior year by \$0.0025, with a minimum payment to the Town of \$450,000. Based on sales for the last several years, it is estimated that this year's payment will be approximately \$500,000. The Plant's PILOT to the Town has the effect of reducing the Town's tax rate.

The Select Board and Advisory Committee voted unanimously in support of this Article.

RECOMMENDED: That, with the exception of the Hingham Municipal Lighting Plant's (HMLP) PILOT, to which no less than \$450,000 is hereby transferred to the Town's General Fund, all funds received by the HMLP during the 12-month period commencing July 1, 2023, be appropriated to said HMLP, the same to be

expended by the Manager of said HMLP under the control and direction of the Municipal Light Board, for the expenses of the Plant during said period, as defined in sections 57 and 57A of chapter 164 of the Massachusetts 32 General Laws, and, if there should be any surplus receipts at the end of said period, such amount as is deemed necessary shall be transferred to the Plant's net investment in capital assets and appropriated and used for such additions to the Plant as may be authorized by the Municipal Light Board during said period.

**ARTICLE 9
BUILDING DEPARTMENT REVOLVING FUND**

Will the Town limit the total amount that may be spent from the Building Department Revolving Fund, established under Article 18 of the General By-laws, to \$350,000 during Fiscal Year 2024, or act on anything relating thereto? (Inserted by the Select Board)

COMMENT: The Building Department Revolving Fund is credited with all fees from plumbing, gas, and electrical inspections performed by Inspectors. This fund is used to pay wages, salaries, and fringe benefits (as applicable) to these Building Department staff members. Establishment of this revolving fund under Article 18 of the Hingham General By-Laws is compliant with M.G.L c. 44 s. 53E1/2. This Article would limit the total amount that may be spent from this revolving fund.

The Advisory Committee and the Select Board voted unanimously in support of this Article.

RECOMMENDED: That the Town limit the total amount that may be spent from the Building Department Revolving Fund, established under Article 18 of the General By-laws, to \$350,000 during Fiscal Year 2024.

**ARTICLE 10
ELDER SERVICES REVOLVING FUND**

Will the Town limit the total amount that may be spent from the Elder Services Revolving Fund, established under Article 16 of the General By-laws, to \$80,000.00 during Fiscal Year 2024, or act on anything relating thereto? (Inserted at the request of the Council on Aging)

COMMENT: The Department of Elder Services Revolving Fund is credited with all fees and charges received from Senior Center programs and pays expenses associated with providing these services and activities for the Town's senior residents. This Article would limit the total amount that may be spent from this revolving fund.

The Advisory Committee and the Select Board voted unanimously in favor of this Article.

RECOMMENDED: That the Town limit the total amount that may be spent from the Elder Services Revolving Fund for Fiscal Year 2024 to \$80,000.

**ARTICLE 11
TRANSFER OF FUNDS TO THE RESERVE FUND**

Will the Town raise and appropriate, or transfer from available funds, a sum of money to the Town's Reserve Fund for use during Fiscal Year 2023, or act on anything relating thereto? (Inserted by the Select Board)

COMMENT: This Article is included each year in case the existing Reserve Fund is not adequate to cover unbudgeted and unanticipated expenses for the balance of the current Fiscal Year (FY23). The specific amount will be reported at Town Meeting.

RECOMMENDED: The Advisory Committee will make its recommendation at Town Meeting.

ARTICLE 12
ESTABLISHMENT OF A TAX MITIGATION STABILIZATION FUND

Will the Town establish a “Tax Mitigation Stabilization Fund” under M.G.L. c. 40, § 5B for the purpose of setting aside funds for future appropriation by Town Meeting in order to reduce the need to raise these funds through the annual tax rate and to transfer an amount of money from available reserves into said “Tax Mitigation Stabilization Fund”, or act on anything relating thereto?

(Inserted by the Select Board)

COMMENT: The article would create a separate, new fund to set aside a portion of surplus funds in a given year as a measure to mitigate the likely frequency of future operating override requests. Hingham currently has two established stabilization funds – the Capital Project and Debt Service Stabilization Fund created by Article 3 at the November 2022 Special Town Meeting to mitigate the property tax impact of the large capital projects to replace the Foster School and to construct the Public Safety Building and the Stabilization Fund created to offset bonds’ future debt service costs. The Fund proposed by this Article would be a separate fund. Towns are authorized to establish Stabilization Funds as they deem necessary under Mass General Law Chapter 40, which also sets rules for their operation as follows:

- The creation of a Fund requires a 2/3 vote from Town Meeting
- The transfer of resources into the Fund requires a simple majority vote of Town Meeting
- A 2/3 vote of Town Meeting is required in order to expend money from the Fund.

Currently, surplus funds realized at the end of a fiscal year – through department turnbacks, revenue in excess of projections, or other unanticipated means – are held in the Town’s core reserve fund, known as Unassigned Fund Balance (“UFB”) and sometimes referred to as the “Rainy Day Fund.” This Fund is held as a sound fiscal measure to ensure emergency reserves are available for the Town. The maintenance of a healthy UFB is consistent with established fiscal policy and is a central criterion for the Town’s Aaa bond rating. Historically, it is also part of the Town’s financial policy not to use UFB resources to cover annual operating deficits except under extraordinary circumstances. Recognizing extraordinary needs related to the pandemic and an available UFB reserve above policy guidelines, the Town utilized UFB resources to help fill the gap of deficit spending in fiscal years 2022 and 2023, with the expectation of putting an override proposal before the Town to support the ongoing annual costs at Town Meeting 2023.

Budget forecasting estimates that new revenue growth is unlikely to keep pace with pressures in cost growth – even with an anticipated policy pledge to hold spending growth below recent trends. The coming lag in new revenue growth is largely due to the completion of new projects, such as Linden Ponds, the Shipyard, and Beal Street, which are now built into the Town’s tax base, along with the likelihood that significant new growth projects, such as proposals in South Hingham, are several years away. With the revenue growth restrictions placed by Proposition 2 ½, there is a likelihood that additional override votes will be required to maintain current services in coming years.

The proposed Tax Mitigation Stabilization Fund would not eliminate the likely need for override votes. Rather, it is intended to provide a temporary delay in the frequency of overrides by using funds from this account to subsidize the operating budget and thus delay the need for an override. By delaying the need for an override vote for a year or more, the potential number of override requests in the future may be reduced until Town revenue growth rebounds with new economic expansion.

Sources of funds would include a portion of end of year departmental turnbacks (budgeted funds not utilized during the fiscal year), excess revenue above forecast, and other non-recurring items that historically are allocated to UFB. If the current proposed override passes, the proposed Fund would be initially seeded with a \$1,000,000 transfer from UFB.

Following extensive deliberation, the Advisory Committee agrees that this proposal provides the Town with a useful tool to manage current budget trends, while minimizing the difficult process of formal Proposition 2 ½ override requests. Several key points related to the implementation of this proposal emerged from the discussion and should be highlighted for future consideration:

- The Unassigned Fund Balance account should be maintained and protected within the current policy guidelines of 16-20% of Total Annual Expenditures (TAE) and UFB should not be utilized to support recurring operating costs.
- While one source of funds for this account will be the “turnback’ of funds originally appropriated to support operating costs of Town departments, this account should not be considered a recurring source of funds to maintain spending initiatives in subsequent years. The Mitigation Fund is a stopgap measure designed to reduce the frequency of override proposals. Ongoing budgetary operations should be supported by core recurring revenue support, whether it be new revenue growth or an override vote in subsequent years.
- Advisory Committee should update the Town financial policy to establish parameters and a formula to distribute any annual surplus funds above those that preserve a sufficient balance in Unassigned Fund Balance (16-20% TAE) among the various Mitigation Funds.

Approval of this Article requires a two-thirds vote at Town Meeting.

The Advisory Committee and the Select Board voted unanimously in favor of this Article.

RECOMMENDED: That the Town establish a “Tax Mitigation Stabilization Fund” under M.G.L. c. 40, § 5B for the purpose of setting aside funds for future appropriation by Town Meeting in order to reduce the need to raise these funds through the annual tax rate and to transfer \$1,000,000 from available reserves into said “Tax Mitigation Stabilization Fund.”

ARTICLE 13 ESTABLISHMENT OF A CAPITAL STABILIZATION FUND

Will the Town establish a “Capital Stabilization Fund” under M.G.L. c. 40, § 5B for the purpose of setting aside funds for future appropriation by Town Meeting in order to pay for capital equipment and/or capital projects and to transfer an amount of money from available reserves into said “Capital Stabilization Fund”, and, further, will the Town accept the provisions of the fourth paragraph of said M.G.L. c. 40, § 5B for the purpose of dedicating all general fund receipts from the sale of tangible supplies under M.G.L. c. 30B, § 15 and Town of Hingham General By-law Article 5A, Section 8 (which includes the sale of motor vehicles, machinery, computer equipment, furniture and other items of personal property but excluding real property) into said “Capital Stabilization Fund” effective July 1, 2023 and thereafter, or act on anything relating thereto?

(Inserted by the Select Board)

COMMENT: The article would create a separate, new stabilization fund to set aside a portion of surplus funds each year as a measure to increase support for capital spending.

Currently, surplus funds realized at the end of a fiscal year – through department turnbacks, excess revenue above forecasts, expenses covered by grants, or other unanticipated means – are held in the Town’s core reserve fund, known as Unassigned Fund Balance. Under Town fiscal policy, this “Rainy Day Fund,” is held as a reserve for emergency expenses and recognized as an important criterion in maintaining our Aaa bond rating. This new proposed Fund would hold dedicated non-recurring sources to build up a reserve that can be used to support capital spending above and beyond what can be formally budgeted in a given year.

An example of a valuable use of this Fund would be in a fiscal year with a particularly large capital expense, such as a fire truck. In such years, with one item requiring \$1,000,000 million or more, other standard capital purchases and deferred maintenance would be pushed back into subsequent years and contribute to the overall delay in meeting recurring capital needs across Town. By using reserves from this proposed Fund, periodic large capital purchases can be supported without interfering with standard, recurring purchases supported by the regular capital budget appropriation.

Unlike the proposed Tax Mitigation Stabilization Fund in Article 12, this Fund would be supported by a dedicated revenue stream – the resources generated from the sale of certain Town assets. In 2022, Hingham established an auction process to sell certain surplus items, such as equipment and vehicles, to generate money for the Town rather than just disposing of them. Currently, this auction process is estimated to generate approximately \$50,000

per year. Funds from the sale of larger Town assets, such as property, is also envisioned to support this Fund – as is proposed in the sale of 32 Rockwood Road under Warrant Article 14 at this year’s Town Meeting. Town Meeting can also vote to transfer other funds into this account as deemed appropriate.

The proposed Capital Stabilization Fund would receive resources only from the sale of assets under the general fund operating departments. Assets sold by Town departments supported by individual Enterprise Funds, such as the Water Department and the Country Club, would be placed in the appropriate Enterprise Fund.

Hingham currently has two established stabilization funds – the Capital Project and Debt Service Stabilization Fund created by Article 3 of the Special Town Meeting held in November 2022 to mitigate the property tax impact of the large capital projects to replace the Foster School and to construct the Public Safety Building and the Stabilization Fund created to offset bonds’ future debt service costs. The Fund proposed by this Article would be a third separate fund and the Tax Mitigation Stabilization Fund proposed in Article 12 would be the fourth. Towns are authorized to establish Stabilization Funds as they deem necessary under Mass General Law Chapter 40, which also sets rules for their operation as follows:

- The creation of a Fund requires a 2/3 vote from Town Meeting
- The transfer of resources into the Fund requires a simple majority vote of Town Meeting
- A 2/3 vote of Town Meeting is required in order to expend money from the Fund.

Approval of this Article requires a two-thirds vote at Town Meeting.

The Advisory Committee and the Select Board voted unanimously in favor of this Article.

RECOMENDED: That the Town establish a “Capital Stabilization Fund” under M.G.L. c. 40, § 5B for the purpose of setting aside funds for future appropriation by Town Meeting in order to pay for capital equipment and/or capital projects, and further, will the Town accept the provisions of the fourth paragraph of said M.G.L. c. 40, § 5B for the purpose of dedicating all general fund receipts from the sale of tangible supplies under M.G.L. c. 30B, § 15 and Town of Hingham General By-law Article 5A, Section 8 (which includes the sale of motor vehicles, machinery, computer equipment, furniture and other items of personal property but excluding real property) into said “Capital Stabilization Fund” effective July 1, 2023 and thereafter.

ARTICLE 14 SALE OF 32 ROCKWOOD ROAD

Will the Town authorize, but not require, the Select Board to sell, lease, or otherwise transfer that parcel of land located at 32 Rockwood Road and shown as Lot 56 on Assessors’ Map 62 for residential use and provided further that the proceeds from any such sale, lease or other transfer shall be deposited into the “Capital Stabilization Fund” if such fund has been established by Town Meeting otherwise said proceeds shall be deposited into the general fund, or act on anything relating thereto?

(Inserted by the Select Board)

COMMENT: This warrant article would authorize the Select Board to dispose of a property approximately 25,000 square feet located at 32 Rockwood Road and shown as Lot 56 on Assessors’ Map 62 for residential purposes. The Town took this property by tax title in 1990, with a final judgment ordered in 2003.

The Affordable Housing Trust explored the feasibility of developing this property for a two-bedroom single family house, but the lot does not appear to be buildable due to the soil not being adequate for a wastewater disposal system. The Conservation Commission also assessed the property, as this property abuts Conservation land, but was not interested primarily because of topography reasons. The town recommendation is to dispose of the land.

The Warrant article would authorize, but not require, the Select Board to sell, lease, or otherwise transfer the property for private purposes, without having to go back to town meeting for approval. In addition to giving the Select Board authority to dispose of the property, this article is also proposing that any proceeds be deposited into a Stabilization Fund. This new Stabilization Fund is being proposed under “Article 13: Establishment of a Capital

Stabilization Fund”, to be used specifically for future town capital needs. If Article 13 is not approved at Town Meeting, any proceeds from the sale can be deposited into the General Fund.

The Advisory Committee and the Select Board voted unanimously in support of this Article.

RECOMMENDED: That the Town authorize, but not require, the Select Board to sell, lease, or otherwise transfer that parcel of land located at 32 Rockwood Road and shown as Lot 56 on Assessors’ Map 62 for residential use and provided further that the proceeds from any such sale, lease or other transfer shall be deposited into the “Capital Stabilization Fund” if such fund has been established by Town Meeting; otherwise, said proceeds shall be deposited into the General Fund.

ARTICLE 15 SENIOR CENTER FEASIBILITY

Will the Town vote to amend the appropriation of \$525,000 previously approved under Article 14 of the Town of Hingham 2020 Annual Town Meeting to expand the purpose for which said appropriation may be expended as follows: Said appropriation may be expended by the Select Board for any expenses of feasibility, design, architectural, engineering, and other services related to feasibility studies through the issuance of bid documents for a Senior Center to be located in any public building owned by the Town of Hingham, or act on anything relating thereto?

(Inserted by the Select Board)

COMMENT: This article asks if the Town will authorize an expansion of the purposes for which monies appropriated under Article 14 of Annual Town Meeting 2020 may be used in the effort to identify the best solution for an appropriate Senior Center for Hingham.

The current Hingham Senior Center, which totals approximately 5,500 sq. ft., was opened in 1997 in a part of the Town Hall complex on Center Street. At that time, Hingham’s residents over 60 comprised 17% of the town population. In 2010, residents over 60 comprised 26% of the population and projections estimate that by 2035 residents over 60 will comprise 39% of the population. The current Senior Center space is grossly inadequate for the services and programming needs of this varied group of residents.

Anticipating the possible move of the Police Department to a new Public Safety Facility, funds were appropriated by Annual Town Meeting 2020 to explore the feasibility and design of a renovated Senior Center to be located in expanded space at the Town Hall complex. The Senior Center Building Committee has worked since 2020 to identify the programmatic needs and interests of Hingham’s seniors and has explored how our neighboring communities have designed their Senior Centers to meet the needs of seniors.

Of the \$525,000 authorized at Annual Town Meeting 2020, \$12,000 has been expended to cover the costs of the “Aging in Hingham: A Community Needs Assessment” performed by The Gerontology Institute at the University of Massachusetts, Boston and completed in September 2022. The remaining \$513,000 has been held, awaiting the decision about what space could become available at the Town Hall complex. No new funds are requested by this article.

A significant issue needing to be addressed in the feasibility effort is the well-known problem of inadequate parking at the Town Hall complex. The Town has authorized the Planning Department to undertake an analysis of parking needs and adequacy of parking to meet the needs of an appropriately expanded Senior Center program. The results of that study are pending.

In the intervening years, some Hingham seniors have expressed interest in considering an alternate site for Hingham’s Senior Center. Others have expressed interest in a multi-generational facility that could house both recreational programs for all ages as well as programming specifically for seniors. Others are interested in keeping Hingham’s Senior Center in its center of town location if adequate space and parking can be identified to allow for the needed expansion of services and programs for our growing senior population.

The intent of this Article is to expand the uses of the previously appropriated funds to consider a range of alternatives including Town Hall spaces and alternative locations and possible models for Hingham's Senior Center, and to explore the feasibility and costs of these alternatives. The Senior Center Building Committee proposes to study alternatives and prepare reports for the Select Board on their findings and, with Select Board direction, proceed to formal feasibility study of the preferred option(s) and design work. This Article will authorize the Senior Center Building Committee, under the direction of the Select Board, to explore alternatives that would be located on any Town owned property.

The Advisory Committee and the Select Board voted unanimously in support of this article.

RECOMMENDED: That the Town vote to amend the appropriation of \$525,000 previously approved under Article 14 of the Town of Hingham 2020 Annual Town Meeting to expand the purpose for which said appropriation may be expended as follows: Said appropriation may be expended by the Select Board for any expenses of feasibility, design, architectural, engineering, and other services related to feasibility studies through the issuance of bid documents for a Senior Center to be located on any property owned by the Town of Hingham.

ARTICLE 16 EXTENSION OF HINGHAM SENIOR MEANS-TESTED PROPERTY TAX EXEMPTION

Will the Town vote to reaffirm the provisions of Chapter 381 of the Acts of 2020 to allow for the continuance of the existing senior means-tested property tax exemption and to further authorize the Select Board to petition the General Court of the Commonwealth of Massachusetts, in accordance with Article LXXXIX, Article II, Section 8 (M.G.L.A. Const. Amend. Art. 2, Section 8) of the Articles of Amendment to the Constitution of the Commonwealth, to amend Chapter 381 of the Acts of 2020 to delete the expiration date contained in SECTION 6 of said Act in substantially the following form, provided that the General Court may reasonably vary the form and substance of the requested legislation within the scope of the general public objectives of the petition:

AN ACT TO AMEND THE PROVISIONS OF CHAPTER 381 OF THE ACTS OF 2020 TO CONTINUE THE TOWN OF HINGHAM SENIOR MEANS-TESTED PROPERTY TAX EXEMPTION

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

That SECTION 6 of Chapter 381 of the Acts of 2020 is hereby deleted to remove the expiration date of said Act to allow for the continuance of the Town of Hingham Senior Means-Tested Property Tax Exemption.

or act on anything relating thereto?
(Inserted by the Select Board)

COMMENT: This Article asks the Town to continue allowing for the Senior Means-Tested Property Tax Exemption ("Exemption") that was originally approved by Vote under Article 23 of the 2019 Annual Town Meeting. At that time, Hingham approved an Exemption for long-time senior Hingham residents who meet certain income and asset criteria. The goal of the Exemption is to provide targeted property tax relief to older homeowners and help them continue to be able to afford to live in Hingham. Section 6 of the resulting legislation, Chapter 381 of the Acts of 2020, provides that the act shall expire after 3 years of implementation unless reaffirmed by Town Meeting vote. The act was implemented on January 15, 2021, and will expire on January 15, 2024.

To be eligible for the fiscal year 2023 Exemption, the individual homeowner must meet the following requirements:

- Age 65 or over
- A resident and property owner in Hingham for 10 years
- Must have applied for and received the MA State Circuit Breaker Tax Credit on their 2021 tax return
- The assessed value of the principal residence may not exceed \$884,000
- Must not have excessive assets that place them outside of the intended recipients of this exemption

The most recent data available from the MA Department of Revenue (DOR) shows that for tax year 2020, there were 435 Hingham filers (including renters) that received the MA State Circuit Breaker Tax Credit with the average credit being \$1,046. The aggregate amount of credit claimed was \$454,959. In 2018, DOR determined that 24% of the Hingham residents filing for the State Circuit Breaker Tax Credit were renters, and therefore, ineligible for the Exemption.

Each year, in accordance with the legislation, the Select Board sets the Exemption amount to be within a range of 50% to 100% of the amount of the MA State Circuit Breaker Tax Credit. The Select Board makes this decision in the fall of the fiscal year when the budget has been approved and the number of applicants will be known. The Select Board has set the fiscal year 2023 Exemption to be 100% of the 2021 MA State Circuit Breaker Tax Credit which is \$1,170. In fiscal year 2022 there were 20 approved property owners receiving total Exemptions of \$21,201. In fiscal year 2023 there were 86 approved property owners receiving total Exemptions of \$89,474.

The Exemption does not require a specific funding source. The Article permits the Select Board to set the range of the tax credit each year and to proportionally shift the tax levy on all taxpayers and/or to identify another funding source. The total amount for the Exemption cannot exceed 1% of the municipal tax levy.

This Article removes the expiration date for the Exemption to be available to those meeting its requirements.

The Advisory Committee and the Select Board voted unanimously in support of this Article.

RECOMMENDED: That the Town vote to reaffirm the provisions of Chapter 381 of the Acts of 2020 to allow for the continuance of the existing senior means-tested property tax exemption and to further authorize the Select Board to petition the General Court of the Commonwealth of Massachusetts, in accordance with Article LXXXIX, Article II, Section 8 (M.G.L.A. Const. Amend. Art. 2, Section 8) of the Articles of Amendment to the Constitution of the Commonwealth, to amend Chapter 381 of the Acts of 2020 to delete the expiration date contained in SECTION 6 of said Act in substantially the following form, provided that the General Court may reasonably vary the form and substance of the requested legislation within the scope of the general public objectives of the petition:

**AN ACT TO AMEND THE PROVISIONS OF CHAPTER 381 OF THE ACTS OF 2020
TO CONTINUE THE TOWN OF HINGHAM SENIOR MEANS-TESTED PROPERTY TAX EXEMPTION**

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

That SECTION 6 of Chapter 381 of the Acts of 2020 is hereby deleted to remove the expiration date of said Act to allow for the continuance of the Town of Hingham Senior Means-Tested Property Tax Exemption.

**ARTICLE 17
ACCEPTANCE OF M.G.L. CHAPTER 59, SECTION 5C½**

Will the Town accept M.G.L. c. 59, § 5C½, which provides for an additional real estate exemption for taxpayers who are granted personal exemptions on their domiciles under M.G.L. Chapter 59, Section 5, including certain blind persons, veterans, surviving spouses, and seniors, and to provide that the additional exemption shall be up to 100 percent of the personal exemption, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2023, or act on anything relating thereto?
(Inserted by the Select Board)

COMMENT: This article asks if the Town will accept the provisions of M.G.L. c.59, § 5C½ which would permit the Town to offer additional real estate tax exemptions for those qualifying for personal exemptions including persons who are blind, senior citizens, surviving spouses and veterans. Under the provisions of this law, the Town proposes to increase personal tax exemptions by 100% for these individuals.

This article is one of three proposed articles aiming to provide tax relief for residents with limited means in order to reduce the tax impact from the debt incurred for the new elementary school and the public safety facility building projects and for the proposed operational override. If section 5C½ is accepted, a town may set the percentage increase in these personal exemptions and Hingham proposes to increase these exemptions by 100%. The percentage can be changed by a future Town Meeting.

Adoption of this article means, for example, that senior residents over 65 who qualify with specific income and asset criteria will receive a \$2,000 exemption instead of \$1,000, seniors over 70, widower, orphan or surviving spouses who meet certain asset limits will receive an exemption of approximately \$668 instead of \$334, blind persons will receive a \$1,000 exemption instead of \$500 and disabled veterans will receive an exemption double the amount of their qualifying exemption. Per the statute, these additional exemptions cannot result in a taxpayer paying less than the taxes paid the previous year.

In FY 23, 123 residents qualified for one of these exemptions. It is estimated that the total of these tax exemptions will increase from \$75,000 to \$150,000 for the FY24 budget. These monies are available in the current overlay account, and therefore adopting this article will not increase the tax levy this year. The Commonwealth does reimburse the Town approximately \$60,000 per year to cover some of the costs of these tax exemptions, but the increased exemptions under this provision will not increase the reimbursement from the Commonwealth.

Accepting M.G.L. c.59, § 5C½, will not impact the Senior Means-Test exemption that Hingham adopted in 2022 and which applies to any senior who meets the criteria for that exemption.

If this article does not pass, the current personal tax exemptions for individuals in these groups will continue but will not be doubled.

The Advisory Committee and the Select Board voted unanimously in support of this article.

RECOMMENDED: That the Town accept Massachusetts General Laws Chapter 59, Section 5C½ which provides for an additional real estate exemption for taxpayers who are granted personal exemptions on their domiciles under M.G. L. c. 59, Section 5, including certain blind persons, veterans, surviving spouses and seniors, and to provide that the additional exemption shall be up to 100 percent of the personal exemption, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2023.

ARTICLE 18 ACCEPTANCE OF M.G.L. CHAPTER 59, SECTION 5N

Will the Town confirm acceptance of the provisions of M.G.L. c. 59, § 5N, specifically including the last paragraph thereof, which authorizes the Select Board to establish a program to allow veterans to volunteer to provide services to the Town of Hingham in return for a reduction in the real property tax obligation of that veteran and to further adjust said exemption by allowing an approved representative to provide such services on behalf of a veteran physically unable to provide such services and by allowing the maximum reduction for said real estate taxes to be based upon 125 volunteer service hours in any given tax year, or act on anything relating thereto?

(Inserted by the Select Board)

COMMENT: Massachusetts General Law, Chapter 59 Section 5N (The Valor Act) allows municipalities to establish a real property tax reduction program for veterans. The Town first accepted The Valor Act at Town Meeting in April of 2013. At that time, pursuant to the terms of the program, an eligible veteran could provide the Town with up to 125 hours of services in exchange for up to a \$1,000 reduction in the real property tax obligations of that veteran in a given taxable year. Service hours have been calculated at the current minimum wage in effect in the Commonwealth. Such a reduction has been in addition to any exemption or abatement to which the veteran is otherwise entitled. The Hingham Veterans' Services Officer ("VSO") has administered the program and maintains a record for each participating taxpayer including, but not limited to, the number of hours of service and the total amount by which the real property tax has been reduced. The VSO has been responsible for providing a copy of that record to the assessor in order that the actual tax bill reflect the reduced rate. A copy of that record is also provided to the taxpayer prior to the issuance of the actual tax bill.

Since 2013, veterans in Town have performed many hours of volunteer service in order to receive tax abatements under this program. These volunteer efforts have been of significant benefit to the Town, and the tax abatement has allowed veterans to enjoy more affordable tax bills. Examples of volunteer service include, but are not limited to, providing assistance at GAR Hall, participating in the care and maintenance of grave markings and memorials, and providing support during Veterans' Services sponsored events or events at which Veterans' Services has a presence. The volunteer service does not displace or replace existing Town staff.

Since Hingham's original acceptance of M.G.L. c. 59, § 5N, the statute has been amended to increase the maximum tax abatement to \$1500. In addition, municipalities are now permitted to allow the annual maximum reduction of the real property tax bill to be based on 125 volunteer service hours at the then-current Massachusetts minimum wage. Currently, the minimum wage rate is \$15.00 per hour. Therefore, if this Article passes, the Select Board could choose to allow a maximum tax abatement in 2023 of \$1875. Additionally, the maximum tax abatement that the Select Board could set would increase automatically in future years when and if the Massachusetts minimum wage increases again.

The Advisory Committee and the Select Board voted unanimously in support of this Article.

RECOMMENDED: That the Town confirm acceptance of the provisions of M.G.L. c. 59, § 5N, specifically including the last paragraph thereof, which authorizes the Select Board to establish a program to allow veterans to volunteer to provide services to the Town of Hingham in return for a reduction in the real property tax obligations of that veteran, and, further, to adjust said exemption by allowing an approved representative to provide such services on behalf of a veteran physically unable to provide such services, and by allowing the maximum reduction for said real property tax bill to be based upon 125 volunteer service hours in any given tax year.

ARTICLE 19 COMMUNITY PRESERVATION COMMITTEE RECOMMENDATIONS

Will the Town appropriate, borrow and/or set aside for later spending a sum of money from the available Community Preservation Funds remaining after payment of debt service for bonds and/or notes issued under M.G.L. c. 44B for the following items recommended by the Community Preservation Committee for the fiscal year beginning July 1, 2023:

- 1) Appropriate a sum of money in the amount of \$50,000 from the Community Preservation General Fund to be used by the Community Preservation Committee for its administrative and operating expenses;
- 2) Appropriate a sum of money in the amount of \$735,000 from the Community Preservation General Fund for community housing purposes to be used by the Hingham Affordable Housing Trust ("HAHT") for the HAHT Opportunity Fund;
- 3) Appropriate a sum of money in the amount of \$15,592 from the Community Preservation General Fund for community housing purposes to be used by the Hingham Housing Authority for exterior repairs to the house located at 132 Scotland Street, Map 190/Lot 26;
- 4) Appropriate a sum of money in the amount of \$12,964 from the Community Preservation General Fund for community housing purposes to be used by the Hingham Housing Authority for exterior repairs to the garage located at 132 Scotland Street, Map 190/Lot 26;
- 5) Appropriate a sum of money in the amount of \$7,727 from the Community Preservation General Fund for community housing purposes to be used by the Hingham Housing Authority for boiler replacement at 132 Scotland Street, Map 190/Lot 26;
- 6) Appropriate a sum of money in the amount of \$40,535 from the Community Preservation General Fund for community housing purposes to be used by the Hingham Housing Authority to install a fire door hold-open system for the Thaxter Park Elderly Housing development located at 30 Thaxter Street, Map 60/Lot 15;

- 7) Appropriate a sum of money in the amount of \$178,945 from the Community Preservation General Fund for open space/recreational use purposes to be used by the Hingham Recreation Commission to reconstruct the basketball court at Cronin Field;
- 8) Appropriate a sum of money in the amount of \$55,500 from the Community Preservation General Fund for open space/recreational use purposes to be used by the Hingham Recreation Commission for a feasibility study and design of pickleball courts;
- 9) Appropriate a sum of money in the amount of \$21,000 from the Community Preservation General Fund for historic resources purposes to be used by the Hingham Public Library to digitize Hingham newspapers on microfilm;
- 10) Appropriate a sum of money in the amount of \$93,000 from the Community Preservation General Fund for historic resources purposes to be used by the Hingham Historical Commission to paint and restore the former Tree and Park Barn located at 8 Short Street, Map 81/Lot 140;
- 11) Appropriate a sum of money in the amount of \$109,000 from the Community Preservation General Fund for historic resources purposes to be used by Hingham Girl Scout House, Inc., to rehabilitate to meet Federal and state code regulations of the Americans with Disability Act the Hingham Girl Scout House located at 26 Burr Road, Map 80/Lot 89;

or act on anything relating thereto?

(Inserted at the request of the Community Preservation Committee)

COMMENT: The Community Preservation Act (Massachusetts General Laws Chapter 44B) (CPA), is a local option statute enacted by the State Legislature in 2000 and adopted by the Town in 2001. It enables towns to collect and expend funds (including funds from the Commonwealth) to maintain their character by supporting open space, affordable housing, historic preservation, and recreation initiatives specifically defined by the CPA. The current Hingham CPA surcharge rate is 1.5% of real property taxes. CPA funds are not part of the operating budget and are maintained separately for use only through CPA grants and administrative expenses.

The Community Preservation Committee (CPC) started the deliberation process this year with a budget of \$1,624,958. That includes local tax revenue from FY23 of \$1,254,609 and a grant from the Commonwealth of \$370,349.

This year, the CPC received 19 preliminary applications seeking grants totaling \$2,315,565. During the screening process, some of the preliminary applications were deemed to be incomplete or not eligible for CPA funding. Unlike in past years, the dollar amount of grants sought by the final applications to CPC were less than CPC's total budget. Despite available excess funds, CPC scrutinized each grant application and applied consistent CPC guidelines and criteria to determine whether to approve the grants requested by the applicants. Each of the applications were approved by CPC, and in two cases, the applicants received more funds than requested, as will be explained in the specific requests below. In 2023, the CPC recommends approval of funding for 11 projects for a total of \$1,589,642. The remaining balance of \$35,316 will be held in reserve for FY25.

Additional CPA funds will be set aside in anticipation of debt payments for two projects previously approved by Town Meeting. CPA funds of \$195,279 will be set aside for principal and interest payments on the debt incurred to purchase the Lehner Property. The purchase of this property for \$5,000,000 was approved by the vote under Article 32 of the 2016 Annual Town Meeting, using an initial payment of \$500,000 from available funds, plus borrowing for \$4,500,000. Last year, CPC voted to increase its payment on this debt. As a result, the current balance on the debt is \$2,619,420. The debt is expected to be retired in 2037.

CPA funds of \$75,100 will be set aside to retire the debt incurred to grant funds to the Hingham Historical Society toward the purchase of the Benjamin Lincoln House. This amount includes \$5000, which is the cost of issuance fees for the debts on both the Lehner Property and the Lincoln House. The original grant amount, \$772,000, was approved by Vote under Article 19 of the 2020 Annual Town Meeting, using an initial payment of \$276,669 from available funds, plus borrowing for \$495,331. While the minimum principal and interest payment required for this

year is \$24,947, the CPC voted to increase its payment to pay off the debt earlier than expected since there are additional funds available this year after the awarding of grants to applicants. The debt for the Benjamin Lincoln House was originally expected to retire in 2026.

The proposed funding of the 2023 projects will meet the required ten percent (10%) allocations for historic preservation, open space, and affordable housing. The comments of the Advisory Committee are set forth below and correspond to the numbered sections of this Article.

- 1) *Administrative Fund:* The CPA allows up to 5% of annual CPA revenues to be reserved for operational and administrative expenses, including engineering, legal, and consulting costs associated with the review of proposed projects, the administration of projects approved by Town Meeting, and the salaries of staff. In the past, Hingham's administrative appropriations have averaged amounts below the 5% allowed by the CPA. This year's contribution to the CPC Administrative Fund equals \$50,000 and represents 3% of the annual CPA revenues.

The Advisory Committee, the Select Board, and the Community Preservation Committee voted unanimously in support of this project.

- 2) *Hingham Affordable Housing Trust Opportunity Fund:* CPC recommends a grant of \$735,000 for the Hingham Affordable Housing Trust ("HAHT"), established by Article 21 of the 2007 Annual Town Meeting. The purpose of the Trust is summarized in the Article approved by Town Meeting, "... to provide for the creation and preservation of affordable housing in the Town of Hingham for low and moderate-income households."

The Opportunity Fund is used to support developments underway, preserve existing housing, and to provide funds to aid purchases of market rate housing or land acquisitions to create housing that is affordable. Often unknown opportunities to create new affordable housing units arise and require immediate responses, e.g., when a property is listed for sale. Replenishing the "opportunity fund" will allow the Trust to respond quickly to those opportunities. All purchases and other expenditures are subject to detailed financial reporting and Select Board approval.

While Hingham has achieved its 10% minimum affordable housing requirement until 2030, the Town continues to have unmet housing needs. HAHT continues its efforts to purchase and develop affordable housing within the Town given the increasing and high cost of housing, the higher than average percentage of renters who are cost burdened, and the gap in available housing for older and disabled residents. CPA funding is the primary funding source for HAHT. When HAHT purchases such a property, it applies for an affordability restriction from the Commonwealth's Department of Housing and Community Development. Once the restriction is in effect, HAHT sells or rents the property and places the proceeds back into the "opportunity fund" for future purchases and other expenditures.

The HAHT final Housing Plan was issued in June 2021; the goal of the Housing Plan is to proactively address local housing issues and to sponsor initiatives to meet the most pressing of these needs. Additionally, the Hingham Master Plan sets a goal of HAHT creating 5 units of affordable housing each year over the next decade. HAHT is currently in various stages of the creation of multiple affordable housing units, including projects on Rhodes Circle, Central Street, Ridgewood Crossing, and Cushing Street.

As of December 1, 2022, the balance in the HAHT Opportunity Fund was \$588,174.54. This grant would add to those funds. The HAHT will be able to use these "opportunity" funds, along with the funds from the sale of the properties currently being renovated and restored, to purchase, and if required to renovate, new properties to meet the goals of both the Housing Plan and the Master Plan.

The original request from HAHT was for \$700,000, but the CPC decided to increase that amount to \$735,000 given the existence of excess funds this year and that the HAHT did not receive any CPA funds last year.

The Advisory Committee, the Select Board, and the Community Preservation Committee voted unanimously in support of this project.

- 3) *Scotland Street Building Envelope*: CPC recommends a grant in the amount of \$15,592 to be used by the Hingham Housing Authority for exterior restoration to the house located at 132 Scotland Street, Map 190/Lot 26.

One of the purposes of the CPA is to create new affordable housing. As a result, there are restrictions on eligibility of existing housing for grants. Generally, only projects to preserve the affordable housing units are eligible for CPA funding. If affordable housing was created using CPA funds, however, any type of project is eligible for funding, including "Preservation" and "Rehabilitation and/or Restoration" efforts.

The property at 132 Scotland Street was acquired by the Hingham Housing Authority using CPA funds following approval of Article 20 at the 2006 Town Meeting. The property is used as affordable rental housing. Thus, this property is eligible for CPA funding to rehabilitate or restore it. The property has substantial exterior damage in the house envelope from rotting or otherwise damaged wood. Additionally, the insurance carrier for the property has indicated that the insurance policy will be canceled if specific items to the house are not corrected. Restoration of this damage will keep the property habitable and insurable.

The grant will cover the cost of materials for restoration and the Hingham Housing Authority, through its association with the Quincy Housing Authority, will provide the labor for the project through its in-house maintenance staff.

The Advisory Committee, the Select Board, and the Community Preservation Committee voted unanimously in support of this project.

- 4) *Scotland Street Garage Envelope*: CPC recommends a grant in the amount of \$12,964 to be used by the Hingham Housing Authority for exterior restoration to the garage located at 132 Scotland Street, Map 190/Lot 26

As explained above, the property at 132 Scotland Street was acquired using CPA funds and is used as affordable rental housing. The property has some exterior damage in the garage envelope from rotting or otherwise damaged wood. Additionally, the insurance carrier for the property has indicated that the insurance policy will be canceled if specific items to the garage are not corrected. Restoration of this damage will keep the property habitable and insurable.

The grant will cover the cost of materials for restoration and the Hingham Housing Authority, through its association with the Quincy Housing Authority, will provide the labor for the project through its in-house maintenance staff.

The Advisory Committee, the Select Board, and the Community Preservation Committee voted unanimously in support of this project.

- 5) *Scotland Street Boiler Replacement*: CPC recommends a grant in the amount of \$7,727 to be used by the Hingham Housing Authority for boiler replacement at 132 Scotland Street, Map 190/Lot 26.

As mentioned above, the property at 132 Scotland Street was acquired using CPA funds and is used as affordable rental housing. The property needs a new boiler to replace a boiler that is past its useful life. The boiler replacement will keep the property habitable.

During the CPC hearings on this application, there was extensive discussion as to whether the Town should be investing in fossil fuel technology, while also creating an energy net zero carbon plan. The Hingham Housing Authority staff stated it had investigated the possibility of a "greener" heating systems but concluded that this this specific single family home property would be better served at this time by a traditional fired oil boiler. In the absence of a specific policy from the Town or a specific requirement in its application materials, the CPC concluded it is not in a position to require applicants to install "green" technology, or to dictate the application particulars. This application was always for an oil burner.

The grant will cover the cost of the boiler and the Hingham Housing Authority, through its association with the Quincy Housing Authority, will provide the labor for the installation of the boiler through its in-house maintenance staff.

The Advisory Committee, the Select Board, and the Community Preservation Committee voted unanimously in support of this project.

- 6) *Thaxter Park Fire Door Hold Open Systems*: CPC recommends a grant in the amount of \$40,534.80 for the installation of 12 fire safety door hold open systems at the elderly/disabled affording housing complex at 30 Thaxter Street (“Thaxter Park”). Unlike the Scotland Street property, Thaxter Park was not created using CPA funds. Therefore, the only type of project eligible for funding are those that “preserve” the housing units. Under the statute, “preservation” means protection of personal or real property from injury, harm or destruction. One of the examples specifically referenced in the statute is building fire suppression systems.

This grant would allow replacement of the building’s existing fire door hold open system. These fire doors are frequently propped open by residents, thereby creating a safety risk to real and personal property. The residents tend to prop open the doors because the doors, which are fire doors, are quite heavy, and many of the residents at Thaxter Park are elderly and infirm. In the event of a fire, the building’s existing doors, if propped open, could fail to contain the flames, creating a risk of loss or damage to the property.

With this new system, magnets are used to hold the door open, and if a fire alarm is triggered, the doors will automatically close, limiting the potential spread of a fire. Installation of such doors is supported by the Hingham Fire Department.

It should be noted that Thaxter Park is an affordable housing property funded by the Commonwealth. However, the Commonwealth has a substantial backlog of over a billion dollars of affordable housing projects that require funding and attention. Given the importance of preserving Thaxter Park, CPC determined that this was an appropriate project for funding.

The Advisory Committee, the Select Board, and the Community Preservation Committee voted unanimously in support of this project.

- 7) *Reconstruct Cronin Field Basketball Court*: CPC recommends a grant of \$178,945 to fully reconstruct the Cronin Field Basketball Court. The Cronin Basketball Court is one of the most popular and utilized outdoor resources in the Town of Hingham. The court serves multiple segments of Hingham residents. It provides families the opportunity for a safe outdoor setting, where children are introduced to the fundamentals of basketball. The court provides an area where Hingham’s youth can participate in self-organized team activities. Adult groups also utilize the courts for recreational “pick-up” games. All members of our community can engage in healthy and safe recreational activities at this basketball court.

The rebuilding of this court also was suggested as part of the Town of Hingham Athletic Field and Outdoor Court Study conducted by Weston and Sampson. This report confirmed that this court has reached the end of its useful life. The size and type of cracks that have formed on the Cronin Basketball Court impacts the ability for the groups mentioned above to safely play basketball. Large cracks and holes have formed across the court. Patching and filling these holes and crevices is not a safe or sustainable tactic.

The Recreation Commission is recommending a new basketball court with a post tension concrete surface. The post tension concrete surface is durable, crack resistant, and will withstand constant use. Post tension concrete courts typically last 20-25 plus years. The recommended design of this tension court is sustainable with little maintenance beyond painting the surface every 10 years. The Town owns the parcel of land where the existing court currently sits, and the Recreation Commission has oversight of the court and surrounding area. The Recreation Commission plans to follow the Town’s permitting process—Planning, Building, and Zoning—and does not anticipate any potential barriers to construction.

The Advisory Committee, the Select Board, and the Community Preservation Committee voted unanimously in support of this project.

- 8) *Pickleball Court Feasibility Study and Design*: CPC recommends a grant of \$55,500 for the purpose of hiring an engineering/landscape architect firm to identify the most optimal location and design of dedicated Pickleball Courts in Hingham. Pickleball is a multi-generational game that is the fastest growing sport in America. The Town will be well served to have a non-biased outside firm that specializes in recreational courts to investigate the most optimal location in Town, and then to design the courts accordingly.

Adding dedicated Pickleball Courts to Hingham's outdoor court inventory will increase capacity for both the Pickleball players and Tennis players. Currently these two groups of residents must share existing tennis courts. Although Pickleball can be played on a modified tennis court, the modifications and additional lines are not optimal for either sport. Pickleball is played on a court that is 20 feet x 44 feet, which is smaller than a tennis court.

Currently, some tennis courts are taped to create the pickleball lines.

The Hingham pickleball community is large, growing, and is inclusive of all age groups. It's an easy sport to learn, play, and provides healthy exercise. It should be noted at this time that providing dedicated pickleball courts is supported by the town-wide field and court study conducted by Weston and Sampson. This is a measured approach to begin the process of meeting the demands of Hingham's pickleball community.

The Advisory Committee, the Select Board, and the Community Preservation Committee voted unanimously in support of this project.

- 9) *Digitizing Historical Hingham Newspapers*: CPC recommends a grant of \$20,430 to the Hingham Library for the purpose of digitizing 110 reels of microfilmed historical and current Hingham newspapers, including the Hingham Journal, dating back to 1827. The goal is to improve the accessibility and preservation of these resources via the digitization of the reels themselves and the creation of an online portal through which to access them. The project costs would cover the digitization process for nearly 200 years of Hingham Library newspaper resources, the creation of an online portal that can be accessed globally, the offsite hosting of this portal, and the creation of a comprehensive backup file of all digitized resources, which will be retained by the Town. Any future digitalization needs of these local newspapers will be part of the Library's annual operating budget.

The Advisory Committee, the Select Board, and the Community Preservation Committee voted unanimously in support of this project.

- 10) *Tree and Park Barn*: CPC recommends a grant of \$93,000 to the Hingham Historical Commission for painting and restoring the building located at 8 Short Street, known as the Tree and Park Barn. The project scope includes monies to restore deteriorated or missing architectural features and to paint the building envelope.

The Tree and Park Barn is listed on the Inventories of Historical, Architectural, and Archaeological Assets of the Town of Hingham as well as the Commonwealth of Massachusetts. The building has played a significant role in the Town's history: it was built in 1857 as the Hingham Centre School and served that purpose until 1894. It was relocated to its current location on Short Street to serve as the Central Fire Station from 1896 to 1942. During World War II, from 1942 to 1946, it housed the WWII Rationing Board. It was converted to the Tree and Park Barn in 1947 and was used by the Tree and Park Department until it was absorbed into the Department of Public Works.

The building also has architectural significance as an example of Italianate architecture – it is rectangular in shape with the gable end to the street, quoins delineate the corners, an oculus window is located in the front gable, brackets support the characteristically large cornice, and it has elongated windows with six-over-six double hung sashes. The Queen Anne bay doors were added to accommodate horse-drawn Fire Department vehicles during its stint as Central Fire Station. In recent years the building has housed the Hingham High School Rowing team for boat storage and is currently rented by a Hingham resident craftsman who has done substantial repairs and maintenance to the interior as part of his lease agreement. The Historical Commission received two estimates for this project. If approved, the work is expected to be completed over the summer.

The Advisory Committee, the Select Board, and the Community Preservation Committee voted unanimously in support of this project.

- 11) *Hingham Girl Scout House*: CPC recommends a grant of \$109,000 to the Hingham Girl Scouts for rehabilitation necessary to meet Federal and State code regulations of the Americans with Disability Act at the Girl Scout House at 26 Burr Road. The project scope includes monies for a new bathroom at the rear of the existing kitchen, modifications to the kitchen, and replacing the current uneven flooring with a more stable surface.

The Hingham Girl Scout House is a publicly accessed building that is owned and operated by Hingham Girl Scout House, Inc., a non-profit 501(c)(3) organization managed by a volunteer Board of Directors. The house is subject to ADA compliance as it is a private entity that provides public accommodations. The Colonial Revival style house was originally built by the Girl Scouts themselves in the 1920s and is on the list of historically significant assets of the Town. It was the first Girl Scout House built in New England and the fifth or sixth Girl Scout House built in the country.

The Hingham Girl Scouts have had a strong and long history in Town and currently have over 300 girls in grades K-12. The house is used by the Girl Scouts themselves, as well as other organizations, including the Hingham Garden Club, the Hingham Boy Scouts, the Campfire Scouts, and others. The building is available for rent and is used by individuals and organizations throughout the year for classes, community events, and private functions. Annual operating expenses for the building are approximately \$11,000, which is funded through a combination of membership dues, donations, and fundraising.

Upgrading the house for accessibility has been a goal for the Girl Scouts for many years. The plan was accelerated in 2016, when a complaint was filed with the State as the entrance to the house was up two stairs and there was no railing. The Girl Scouts began a fundraising campaign to develop compliant access into the building, which required a new walkway from the sidewalk, a handicap ramp with railings, appropriate lighting, and entrance door hardware. The funds were raised privately by the Girl Scouts and the work was completed in 2021. This brought the exterior into compliance. However, the house still has issues with the interior; most notably, the only bathroom in the building is up a flight of stairs behind the stage. Additionally, over the years the wood flooring in the building has warped, creating a significant tripping hazard.

The Girl Scouts have received bids for time and materials for the work. The estimated cost is \$139,000. The Girl Scouts have privately raised over \$30,000 towards this project and requested \$99,000 of CPC funds. Using CPC funds to make private historic buildings ADA compliant for public access is allowed under the CPC guidelines. Given the availability of excess funds this year, the Committee approved \$109,000 towards this project to accelerate the completion of the project. With Town Meeting approval of these funds, the project is expected to be completed by the summer of 2024.

The Advisory Committee, the Select Board, and the Community Preservation Committee voted unanimously in support of this project.

RECOMMENDED: That the Town appropriate, borrow and/or set aside for later spending a sum of money from the available Community Preservation Funds remaining after payment of debt service for bonds and/or notes issued under M.G.L. c. 44B for the following items recommended by the Community Preservation Committee for the fiscal year beginning July 1, 2023:

- 1) **Appropriate a sum of money in the amount of \$50,000 from the Community Preservation General Fund to be used by the Community Preservation Committee for its administrative and operating expenses;**
- 2) **Appropriate a sum of money in the amount of \$735,000 from the Community Preservation General Fund for community housing purposes to be used by the Hingham Affordable Housing Trust (“HAHT”) for the HAHT Opportunity Fund;**
- 3) **Appropriate a sum of money in the amount of \$15,592 from the Community Preservation General Fund for community housing purposes to be used by the Hingham Housing Authority for exterior restoration to the house located at 132 Scotland Street, Map 190/Lot 26;**

- 4) Appropriate a sum of money in the amount of \$12,964 from the Community Preservation General Fund for community housing purposes to be used by the Hingham Housing Authority for exterior restoration to the garage located at 132 Scotland Street, Map 190/Lot 26;
- 5) Appropriate a sum of money in the amount of \$7,727 from the Community Preservation General Fund for community housing purposes to be used by the Hingham Housing Authority for boiler replacement at 132 Scotland Street, Map 190/Lot 26;
- 6) Appropriate a sum of money in the amount of \$40,535 from the Community Preservation General Fund for community housing purposes to be used by the Hingham Housing Authority to install a fire door hold-open system for the Thaxter Park Elderly Housing development located at 30 Thaxter Street, Map 60/Lot 15;
- 7) Appropriate a sum of money in the amount of \$178,945 from the Community Preservation General Fund for open space/recreational use purposes to be used by the Hingham Recreation Commission to reconstruct the basketball court at Cronin Field;
- 8) Appropriate a sum of money in the amount of \$55,500 from the Community Preservation General Fund for open space/recreational use purposes to be used by the Hingham Recreation Commission for a feasibility study and design of pickleball courts;
- 9) Appropriate a sum of money in the amount of \$21,000 from the Community Preservation General Fund for historic resources purposes to be used by the Hingham Public Library to digitize Hingham newspapers on microfilm;
- 10) Appropriate a sum of money in the amount of \$93,000 from the Community Preservation General Fund for historic resources purposes to be used by the Hingham Historical Commission to paint and restore the former Tree and Park Barn located at 8 Short Street, Map 81/Lot 140;
- 11) Appropriate a sum of money in the amount of \$109,000 from the Community Preservation General Fund for historic resources purposes to be used by Hingham Girl Scout House, Inc., to rehabilitate to meet Federal and state code regulations of the Americans with Disability Act the Hingham Girl Scout House located at 26 Burr Road, Map 80/Lot 89.

**ARTICLE 20
AMEND GENERAL BY-LAWS ARTICLE 18: FEES FOR PLUMBING AND GAS PERMITS**

Will the Town vote to amend the General By-laws of the Town of Hingham, adopted March 13, 1939, as heretofore amended, by deleting Article 18 of the General By-Laws in its entirety and replacing said Article 18 with the following: (Inserted by the Select Board)

**GENERAL BY-LAW ARTICLE 18
FEES FOR PLUMBING AND GAS PERMITS**

Residential Plumbing and Gas Fees

1 fixture (minimum) Plumbing & Gas	\$50
Each additional fixture	\$15
New house complete (up to 2,500 sq.ft.)	\$200
New house complete (up to 3,500 sq.ft.)	\$300
New house complete (up to 4,500 sq.ft.)	\$400
New house complete (over 4,500 sq.ft.)	\$500

Site visit	\$50
Re-inspection fee	\$100
Domestic water heater	\$50 + gas \$50 = \$100
All gas requires a test	\$15 (test with a fixture)
	\$75 (test alone)
Underground Plumbing & Gas	\$60
Work started without permit	Double fee +\$150

Commercial Plumbing and Gas Fees

1 fixture (minimum)	\$60
Each additional fixture	\$20
Site visit	\$60
Re-inspection fee	\$100
Underground per inspection	\$75
Commercial water heater	\$60 + gas \$60 = \$120
Work started without permit	Double fee +150

That the fees set forth herein may be changed and adjusted from time to time by the Select Board.

In accordance with M.G.L. c. 44, s. 53E½, there is hereby established in the Building Department a Building Department Revolving Fund for the following purposes:

1. For the receipt of all fees from plumbing and gas inspections (under General By-law Article 18) and electrical inspections (under General By-law Article 29) performed by Inspectors within the Building Department.
2. For the expenditures to pay wages, salaries, and fringe benefits (as applicable) for said Inspectors and associated department staff for performance of their services and for the expenditures to pay for equipment to be used by said Inspectors and/or associated department staff for the performance of their services.

The Building Commissioner shall be authorized to expend from said Revolving Fund for said purposes in accordance with the provisions of M.G.L. c. 44, s. 53E½. The Building Commissioner shall report all receipts and expenditures of said Revolving Fund to the Select Board at the end of each Fiscal Year.

Or act on anything related thereto?
(Inserted by the Select Board)

COMMENT: This Article asks the Town to amend Article 18 of the Town of Hingham By-laws to establish fees that will be collected by the Building Department of Hingham associated with the inspection of various types of plumbing and gas work for installing and/or modifying the plumbing and gas apparatus supplying a residential or commercial building in Hingham. These fees, together with fees for electrical inspections under General By-law Article 29, will be used to establish and maintain a revolving fund as well as make expenditures from said fund in accordance with M.G.L. c.44,s.53E1/2.

Hingham’s fees for inspecting the residential and commercial installation and/or modification of gas apparatus have not been adjusted since 2010. The plumbing inspection fees were last adjusted in 2012. Since these last adjustments the technology of the devices and techniques used by these two utilities has become increasingly complex. The skill level, time, equipment and cost required for an inspector to verify these installations and modifications has increased significantly. Recognizing these increasing demands for completing an inspection the Building Department conducted an analysis of 1,007 plumbing and gas inspections conducted over a recent 12-month period. The result of this analysis revealed that the current fee structure is not adequately covering the

incurred costs. The proposed fees have been developed to equitably account for these increased costs and wherever possible be near the median of ten other nearby South Shore communities (Braintree, Cohasset, Duxbury, Hanover, Hull, Marshfield, Norwell, Rockland, Weymouth, Scituate).

Expenditures from the Building Department Revolving fund are used to pay wages, salaries, and applicable fringe benefits of Building Department Inspectors and associated staff in their work doing inspections and for equipment used for the performances of these services. The Building Commissioner is required to report all receipts and expenditures of this revolving fund to the Select Board at the end of each fiscal year. Expenditures shall not be made from this revolving fund in excess of the balance of the fund or in excess of the total authorized by Annual Town Meeting.

A change from previous versions of this by-law is that the fees now set forth may be changed or adjusted in the future by the Select Board. This will make the setting of Plumbing and Gas permit fees similar to how Building Permit fees are set.

The Advisory Committee and the Select Board voted unanimously in support of this Article.

RECOMMENDED: That the Town amend Article 18 of the Town of Hingham General By-laws by deleting Article 18 of the existing General By-laws in its entirety and replacing said Article with the language and fees set forth below:

**GENERAL BY-LAW ARTICLE 18
FEES FOR PLUMBING AND GAS PERMITS**

Residential Plumbing and Gas Fees

1 fixture (minimum) Plumbing & Gas	\$50
Each additional fixture	\$15
New house complete (up to 2,500 sq.ft.)	\$200
New house complete (up to 3,500 sq.ft.)	\$300
New house complete (up to 4,500 sq.ft.)	\$400
New house complete (over 4,500 sq.ft.)	\$500
Site visit	\$50
Re-inspection fee	\$100
Domestic water heater	\$50 + gas \$50 = \$100
All gas requires a test	\$15 (test with a fixture) \$75 (test alone)
Underground Plumbing & Gas	\$60
Work started without permit	Double fee +\$150

Commercial Plumbing and Gas Fees

1 fixture (minimum)	\$60
Each additional fixture	\$20
Site visit	\$60
Re-inspection fee	\$100
Underground per inspection	\$75
Commercial water heater	\$60 + gas \$60 = \$120
Work started without permit	Double fee +150

The fees set forth herein may be changed and adjusted from time to time by the Select Board.

In accordance with M.G.L. c. 44, s. 53E¹/₂, there is hereby established in the Building Department a Building Department Revolving Fund for the following purposes:

1. For the receipt of all fees from plumbing and gas inspections (under General By-law Article 18) and electrical inspections (under General By-law Article 29) performed by Inspectors within the Building Department.
2. For the expenditures to pay wages, salaries, and fringe benefits (as applicable) for said Inspectors and associated department staff for performance of their services and for the expenditures to pay for equipment to be used by said Inspectors and/or associated department staff for the performance of their services.

The Building Commissioner shall be authorized to expend from said Revolving Fund for said purposes in accordance with the provisions of M.G.L. c. 44, s. 53E¹/₂. The Building Commissioner shall report all receipts and expenditures of said Revolving Fund to the Select Board at the end of each Fiscal Year.

**ARTICLE 21
AMEND GENERAL BY-LAW ARTICLE 29: ELECTRICAL PERMIT FEES**

Will the Town vote to amend the General By-laws of the Town of Hingham, adopted March 13, 1939, as heretofore amended, by deleting Article 29 of the General By-laws in its entirety and replacing said Article 29 with the following:

GENERAL BY-LAW ARTICLE 29
ELECTRICAL PERMIT FEES

Residential

Base Residential Fee	\$50
Re-inspection fee	\$100
Service, temp, or partial 100 amp	\$60
Service 200 amp	\$70
Service over 200 amp	\$250
New house complete and multi-family per unit up to 200 AMP service	\$275
New house complete with 300 amp Service	\$325
New house complete with 400 amp Service	\$375
Trenches each 100 feet	\$75
Addition/remodel/out building (i.e. shed or garage)	\$125
Generator	\$75
Septic System Wiring Motor/Pump	\$60
Alarm Systems, Fire and Burglar	\$60
Single Appliance	\$60
Water Heater	\$60

Heating System	\$60
Solar Panel installation	\$200
Swimming Pools (in-ground)	\$250
Swimming Pools (above ground)	\$125
Automotive chargers	\$60
Concrete encased electrode (underground)	\$60
After hours inspection	\$200
Work started w/o permit (permit must be obtained w/i 5 days of commencing work)	Double fee +150
<u>Commercial</u>	
Base Commercial Fee	\$100
Re-inspection required	\$100
Service, temp, or partial 200 amp or less	\$150
Service 201-400 amp	\$200
Service 401 amp and up	\$250
Commercial project not including service 1.50% of electrical contract up to \$100,000 and \$3.00 per thousand over \$100,000	
After hours inspection	\$200
Work started w/o permit (permit must be obtained w/i 5 days of commencing work)	Double fee +150

That the fees set forth herein may be changed and adjusted from time to time by the Select Board.

Or act on anything related thereto?
(Inserted by the Select Board)

COMMENT: This Article asks the Town to amend Article 29 of the Town of Hingham By-laws to establish fees that will be collected by the Building Department of Hingham associated with the inspection of various types of electrical work for installing and/or modifying the electrical apparatus supplying a residential or commercial building in Hingham. These fees, together with fees for plumbing and gas inspections under General By-law Article 18, will be used to establish and maintain a revolving fund as well as make expenditures from said fund in accordance with M.G.L. c.44,s.53E1/2.

Hingham's fees for inspecting the residential and commercial installation and/or modification of electrical apparatus have not been adjusted since 2010. Since these last adjustments the technology of the devices and techniques used by this utility has become increasingly complex. The skill level, time, equipment, and cost required for an inspector to verify these installations and modifications has increased significantly. Recognizing these increasing demands for completing an inspection the Building Department conducted an analysis of 975 electrical inspections conducted over a recent 12-month period. The result of this analysis revealed that the current fee structure is not adequately covering the incurred costs. The proposed fees have been developed to equitably account for these increased costs and wherever possible be near the median of ten other nearby South Shore communities (Braintree, Cohasset, Duxbury, Hanover, Hull, Marshfield, Norwell, Rockland, Weymouth, Scituate).

Expenditures from the Building Department Revolving fund are used to pay wages, salaries, and applicable fringe benefits of Building Department Inspectors and associated staff in their work doing inspections and for equipment used for the performances of these services. The Building Commissioner is required to report all receipts and expenditures of this revolving fund to the Select Board at the end of each fiscal year. Expenditures shall not be made from this revolving fund in excess of the balance of the fund or in excess of the total authorized by Annual Town Meeting.

A change from previous versions of this by-law is that the fees now set forth may be changed or adjusted in the future by the Select Board. This will make the setting of Electrical permit fees similar to how Building Permit fees are set.

The Advisory Committee and the Select Board voted unanimously in support of this Article.

RECOMMENDED: That the Town amend Article 29 of the Town of Hingham General By-laws by deleting the Fee Table in Article 29 of the existing General By-laws in its entirety and replacing said Fee Table with the following language:

**ARTICLE 29
ELECTRICAL PERMIT FEES**

Residential

Base Residential Fee	\$50
Re-inspection fee	\$100
Service, temp, or partial 100 amp	\$60
Service 200 amp	\$70
Service over 200 amp	\$250
New house complete and multi-family per unit up to 200 AMP service	\$275
New house complete with 300 amp Service	\$325
New house complete with 400 amp Service	\$375
Trenches each 100 feet	\$75
Addition/remodel/out building (i.e. shed or garage)	\$125
Generator	\$75
Septic System Wiring Motor/Pump	\$60
Alarm Systems, Fire and Burglar	\$60
Single Appliance	\$60
Water Heater	\$60
Heating System	\$60
Solar Panel installation	\$200
Swimming Pools (in-ground)	\$250
Swimming Pools (above ground)	\$125
Automotive chargers	\$60

Concrete encased electrode (underground)	\$60
After hours inspection	\$200
Work started w/o permit (permit must be obtained w/i 5 days of commencing work)	Double fee +150
<u>Commercial</u>	
Base Commercial Fee	\$100
Re-inspection required	\$100
Service, temp, or partial 200 amp or less	\$150
Service 201-400 amp	\$200
Service 401 amp and up	\$250
Commercial project not including service 1.50% of electrical contract up to \$100,000 and \$3.00 per thousand over \$100,000	
After hours inspection	\$200
Work started w/o permit (permit must be obtained w/i 5 days of commencing work)	Double fee +150

The fees set forth herein may be changed and adjusted from time to time by the Select Board.

ARTICLE 22 NAMING BY-LAW

Will the Town vote to amend the General By-laws of the Town of Hingham, adopted March 13, 1939, as heretofore amended, as follows:

To delete Article 40 of the General By-laws of the Town of Hingham in its entirety and insert in its place the following new Article 40:

GENERAL BY-LAW ARTICLE 40 THE NAMING OF PUBLIC BUILDINGS AND PUBLIC LANDS

SECTION 1. Purpose:

The naming of Public Buildings and Public Lands is an important matter that deserves thoughtful attention. It is the purpose of this By-law to reserve the naming or renaming of Public Buildings and Public Lands for circumstances that will best serve the interests of the Town and to ensure a worthy and enduring legacy. Naming should reflect positively on the Town's public image. This By-law is enacted to establish the process by which, in naming, renaming, or otherwise designating Public Buildings and Public Lands, the Town seeks to recognize individuals, entities, locations, or events of local, national or global significance.

It is important that the decision to name a Public Building or Public Land is achieved through a process that is transparent, collaborative, inclusive and based on a public process.

SECTION 2. Definitions:

1. "Designate" or "Naming" – the act of assigning a Name to any Public Building or Public Land as defined in this by-law.

2. "Name" – a word or phrase that recognizes one or more individuals, entities, locations, or events.
3. "Rename" or "Renaming" – the act of removing or redesignating the Name of any Public Building or Public Land.
4. "Public Building" – any building or structure owned by the Town of Hingham.
5. "Public Land" – any real property owned by the Town of Hingham, including, but not limited to, playgrounds, parks, courts, athletic fields, wharves or piers, intersections and medians, and driveways on Public Lands, but not including public ways regulated by Article 10 of the General By-laws.

SECTION 3. Procedure, Exemptions, and Other Requirements:

1. The Naming or Renaming of any Public Building or Public Land shall be by majority vote at an Annual or Special Town Meeting.
2. Any proposed warrant article to name a Public Building or Public Land shall be submitted to the Select Board for its review and recommendation as to the appropriateness thereof. Following a widely advertised and duly posted public meeting, and with the advice of the board(s), committee(s), or department(s) with care, custody, management, and control of the Public Building or Public Land, the Select Board shall forward its recommendation to the Annual or Special Town Meeting.
3. No Public Building or Public Land shall be named for any person employed by the Town of Hingham at the time the Naming proposal is being reviewed or approved hereunder.
4. The Naming or Renaming of individual rooms, areas or sub-areas within a Public Building, or areas or sub-areas associated with any Public Land, shall be subject to approval by the board(s), committee(s), or department(s) having care, custody, management, and control over the same, and paragraphs 1 and 2 of this section shall not apply, provided that:
 - (a) such room, area, or sub-area within a Public Building constitutes less than 25% of the usable square footage of the Public Building or such area or sub-area associated with any Public Land constitutes less than 25% of the total square footage of the parcel comprising said Public Land; provided that *in the case of an ancillary Public Building located on the same parcel of Public Land as the primary Public Building, the 25% threshold shall be calculated based on usable square footage of the ancillary Public Building as compared to the total of all other usable square footage of all Public Buildings located on the same parcel of Public Land;*
 - (b) no room, area, or sub-area shall be named for any person employed by the Town of Hingham at the time the Name is being reviewed or approved hereunder;
 - (c) a widely advertised and duly posted public meeting, posted no less than 14 days in advance, is held at which such Naming or Renaming is considered and acted upon by said board(s), committee(s), or department(s); and
 - (d) any town resident, objecting to such naming, renaming or designation by the board(s), committee(s), or department(s) may, within 10 days thereafter, appeal the action in writing to the Select Board, which shall, after a widely advertised hearing, approve or reject the action.
5. The following may be installed upon approval by the board(s), committee(s), or department(s) having care, custody, management, and control over the Public Building or Public Land: (a) benches, flagpoles, trees or other markers dedicated to individual(s); and (b) bricks installed in walkways and similar hardscape areas on Public Land as part of a public fundraising or like program and which display the name(s) of the donor or a person to whom the brick is dedicated. Such a brick installation may be approved as a whole project (rather than each individual brick) provided that the bricks are limited to name(s) and not phrases or statements.

6. The temporary installation of commercial signs on any Town owned property for the purpose of public fundraising may be approved by the board(s), committee(s), or department(s) having care, custody, management, and control over said Town owned property subject to approval by the Select Board provided that said commercial signs are in compliance with all other applicable laws, regulations, bylaws and policies.
7. The Select Board shall, after a widely advertised and duly posted public meeting, adopt a written policy regarding additional procedures, specifications and standards to be followed by all board, committees, or departments in acting under paragraphs 4, 5 and 6 of this Section 3, including, but not limited to, a process to widely publicize any Naming or Renaming proposal, specifications for dedicated benches, flagpoles, trees or other markers, specifications for commercial signs, and the standards and procedures for the removal of a Name.

Or act on anything relating thereto?

(Inserted at the request of Naming By-law Committee)

COMMENT: The Naming By-law Committee (the "Committee") was appointed by the Select Board in 2019 and charged with considering a revision of the current by-law which the Select Board felt may be too restrictive and may be keeping the Town from opportunities to obtain private funds from donors, whether individual or otherwise, for public projects. The current Naming By-law was adopted in 2010 following the process by which East School was named. In addition, as the Committee continued its work from 2019 to now, the Sustainable Budget Task Force (SBTF) was formed, and completed a report which recommended expanding this By-law as currently written as a possible means to attract private funds to support capital projects as a way to defray reliance on taxpayer revenue.

The Committee researched the by-laws, policies, and procedures (or in many cases the absence of any by-law, policy, or official procedure) of surrounding and comparative communities and they indeed found that Hingham's existing By-law is comparatively very restrictive, with many communities having no By-law at all addressing naming rights. In light of their charge and the SBTF recommendation, the Committee set goals to 1) create a policy statement, rather than a restrictive By-law, which would be adopted by the Select Board and which could be changed from time to time by the then elected members of the Select Board to allow for flexibility, 2) to add some constraints as to the public process involved, and 3) to reduce the number of times a naming opportunity needs to go before Town Meeting based on project size, so that large projects would be subject to majority vote by Town Meeting, while smaller projects (projects naming a portion of a total space that is equal to or less than 25% of the total space, using a campus based review - for example, one room accounting for less than 25% of the space in a large building, or one field accounting for less than 25% of the fields on the whole of a school campus) could be named or renamed by the Town committee, department, or board controlling that space, so long as the committee, department, or board complies with the then existing Select Board policy and the public process articulated in the revised By-law.

The Committee sought to address the restrictive language of the prior By-law in part by eliminating the prohibition of naming a space for any living person, which restriction the Committee felt was overly broad, and instead narrowing the language to only prohibit naming for present town employees at the time the name is being considered, with the goal of eliminating any conflicts of interest based on current employment. The Committee also sought to eliminate ambiguities in the language, so as to allow for broader naming possibilities, not just for individuals but for corporate names, foundations or trusts, etc., so long as the naming process complies with the then existing Select Board policy and public hearing or Town Meeting requirements, as applicable to the project. The Committee is currently drafting proposed policy language for consideration by the Select Board which will be reviewed, debated, and adopted by the Select Board with input from the community by way of a future public hearing.

The Advisory Committee and the Select Board voted unanimously in support of this Article.

RECOMMENDED: That the Town vote to amend the General By-laws of the Town of Hingham, adopted March 13, 1939, as heretofore amended, as follows:

To delete Article 40 of the General By-laws of the Town of Hingham in its entirety and insert in its place the following new Article 40:

**GENERAL BY-LAW ARTICLE 40
THE NAMING OF PUBLIC BUILDINGS AND PUBLIC LANDS
SECTION 1. Purpose:**

The naming of Public Buildings and Public Lands is an important matter that deserves thoughtful attention. It is the purpose of this By-law to reserve the naming or renaming of Public Buildings and Public Lands for circumstances that will best serve the interests of the Town and to ensure a worthy and enduring legacy. Naming should reflect positively on the Town's public image. This By-law is enacted to establish the process by which, in naming or renaming Public Buildings and Public Lands, the Town seeks to recognize individuals, entities, locations, or events.

It is important that the decision to name a Public Building or Public Land is achieved through a process that is transparent, collaborative, inclusive and based on a public process.

SECTION 2. Definitions:

1. "Naming" – the act of assigning a Name to any Public Building or Public Land as defined in this by-law.
2. "Name" – a word or phrase that recognizes one or more individuals, entities, locations, or events.
3. "Renaming" – the act of removing or redesignating the Name of any Public Building or Public Land.
4. "Public Building" – any building or structure owned by the Town of Hingham.
5. "Public Land" – any real property owned by the Town of Hingham, including, but not limited to, playgrounds, parks, courts, athletic fields, wharves or piers, intersections and medians, and driveways on Public Lands, but not including public ways regulated by Article 10 of the General By-laws.
6. "Widely Advertised" - for the purpose of this bylaw, a public meeting notice shall be valid and shall be considered Widely Advertised if duly posted in accordance with 940 CMR 29.03(2)(b). Nothing in this bylaw precludes the town from choosing to distribute, advertise or disseminate additional public meeting notices through other means in accordance with 940 CMR 29.03(2)(c).

SECTION 3. Procedure, Exemptions, and Other Requirements:

1. The Naming or Renaming of any Public Building or Public Land shall be by majority vote at an Annual or Special Town Meeting.
2. Any proposed warrant article to name a Public Building or Public Land shall be submitted to the Select Board for its review and recommendation as to the appropriateness thereof. Following a Widely Advertised public meeting, and with the advice of the board(s), committee(s), or department(s) with care, custody, management, and control of the Public Building or Public Land, the Select Board shall forward its recommendation to the Annual or Special Town Meeting.
3. No Public Building or Public Land shall be named for any person employed by the Town of Hingham at the time the Naming proposal is being reviewed or approved hereunder.
4. The Naming or Renaming of individual rooms, areas or sub-areas within a Public Building, or areas or sub-areas associated with any Public Land, shall be subject to approval by the board(s), committee(s), or department(s) having care, custody, management, and control over the same, and paragraphs 1 and 2 of this section shall not apply, provided that:
 - (a) such room, area, or sub-area within a Public Building constitutes less than 25% of the usable square footage of the Public Building or such area or sub-area associated with any Public Land constitutes less than 25% of the total square footage of the parcel comprising said Public Land; provided that in the case of an ancillary Public Building located on the same parcel of Public

Land as the primary Public Building, the 25% threshold shall be calculated based on usable square footage of the ancillary Public Building as compared to the total of all other usable square footage of all Public Buildings located on the same parcel of Public Land;

- (b) no room, area, or sub-area shall be named for any person employed by the Town of Hingham at the time the Name is being reviewed or approved hereunder,
 - (c) a widely advertised public meeting, posted no less than 14 days in advance, is held at which such Naming or Renaming is considered and acted upon by said board(s), committee(s), or department(s); and
 - (d) any town resident, objecting to such Naming or Renaming by the board(s), committee(s), or department(s) may, within 10 days thereafter, appeal the action in writing to the Select Board, which shall, after a Widely Advertised public meeting, approve or reject the action.
5. The following may be installed upon approval by the board(s), committee(s), or department(s) having care, custody, management, and control over the Public Building or Public Land: (a) benches, flagpoles, trees or other markers dedicated to individual(s); and (b) bricks installed in walkways and similar hardscape areas on Public Land as part of a public fundraising or like program and which display the name(s) of the donor or a person to whom the brick is dedicated. Such a brick installation may be approved as a whole project (rather than each individual brick) provided that the bricks are limited to name(s) and not phrases or statements.
6. The Select Board shall, after a Widely Advertised public meeting, adopt a written policy regarding additional procedures, specifications and standards to be followed by all boards, committees, or departments in acting under paragraphs 4 and 5 of this Section 3, including, but not limited to, a process beyond the minimum requirements of 940 CMR 29.03(2)(b) to Widely Advertise any Naming or Renaming proposal.

ARTICLE 23 CLIMATE ACTION IMPLEMENTATION

Will the Town vote to establish a Hingham Climate Action Commission charged with supporting, overseeing, and holding to account (1) the Town's implementation of the Climate Action Plan, developed and adopted pursuant to Article 14 of Town Meeting 2021, (2) any updates and amendments to the plan in accordance with the recommendations and processes set forth therein, and (3) periodically reporting progress on the Town's implementation of the Climate Action Plan; with such commission organized as follows: (a)(i) nine voting members consisting of one member of Energy Action Committee or its designee, one member of Cleaner Greener Hingham or its designee, one member of the Planning Board or its designee; one member of the Conservation Commission or its designee; one member of the Development & Industrial Commission or its designee, with each of the above to be selected by their respective board or committee; and four residents, each to be selected to a two-year term, with two selected by the Select Board and two selected by the Moderator; and (ii) three non-voting members consisting of one member representing the Hingham Municipal Lighting Plant as designated by the Hingham Municipal Lighting Plant Board; one member of the School Committee or its designee; and the Sustainability Coordinator or any successor role thereto, serving as the Secretary of the Commission; and (b)(i) the Hingham Climate Action Commission shall be led by a Chair and a Vice Chair, with the Vice Chair performing the duties of the Chair when the Chair is not available, each to be elected by majority vote of all nine voting members present at the first duly called meeting of the Hingham Climate Action Commission and subsequently thereafter upon any successful motion for a new election to be held for one or both positions, or act on anything relating thereto?
(Inserted at the request of the Climate Action Planning Committee)

COMMENT: This Article asks if the Town will create a committee to oversee the implementation of Hingham's newly developed Climate Action Plan that would be named the Hingham Climate Action Commission (HCAC).

The Climate Action Planning Committee (“Committee”) was established by Vote under Article 14 of the 2021 Annual Town Meeting and charged with exploring alternatives and developing a Climate Action Plan (CAP) for Hingham with recommendations to achieve Net Zero Carbon Emissions by 2040 or another date deemed feasible. The Committee has worked with consultants from Energyzt Advisors, LLC, and Hingham’s initial CAP includes over 100 recommendations for actions, which could be taken by the municipal, commercial and residential sectors of the Town to reduce our carbon emissions and progress towards our Net Zero carbon emissions goal. Hingham’s initial CAP will be completed by June 2023 and, with its completion, the charge of the Committee will be met and that Committee will be discharged.

The proposed Hingham Climate Action Commission (HCAC) is charged with supporting, overseeing, and reporting on the progress of the implementation of Hingham’s CAP. As envisioned, a CAP calls for establishing first steps towards reducing carbon emissions and for ongoing review and updating of the plan as new technologies and approaches to reducing carbon become available. The HCAC would have responsibilities 1) to investigate the feasibility of new technologies and best practices as applied to Hingham and to update the CAP accordingly; 2) to provide support to Town committees and other parts of municipal government as they work to act on recommendations to reduce carbon emissions; 3) to work with businesses, residents and organizations in town to help educate, support and encourage adoption of low-carbon and no-carbon technologies; and 4) to disseminate regular information on the Town’s progress towards Net Zero carbon emissions.

The HCAC would be comprised of nine voting members with five members being appointed by the Town committees whose work includes actions recommended in the CAP: specifically one member of the Energy Action Committee or its designee, one member of Cleaner Greener Hingham or its designee, one member of the Planning Board or its designee; one member of the Conservation Commission or its designee; one member of the Development & Industrial Commission or its designee, with each of the above to be selected by their respective board or committee. The additional four voting members of the HCAC would be residents, each to be appointed to a two-year term, with two selected by the Select Board and two selected by the Moderator. And finally, three non-voting ex officio members would be appointed to the HCAC and take part in discussions, with one representing the Hingham Municipal Lighting Plant as designated by the Hingham Municipal Light Board; one member of the School Committee or its designee; and the Town’s Sustainability Coordinator or any successor role thereto. The Sustainability Coordinator or its successor position would be responsible for regularly updating the Town’s carbon footprint to provide an assessment of progress towards the Town’s Net Zero goal.

The Advisory Committee added language a) to clarify that the responsibility of the Hingham Climate Action Commission is to oversee the implementation of Hingham’s CAP and hold the Town to account for progress toward reducing carbon emissions by reporting changes in the Town’s carbon footprint as actions to reduce it are adopted, and b) to clarify that the Town’s Sustainability Coordinator or any successor role would be responsible for updating the data related to calculating the Town’s carbon footprint and helping to disseminate that information.

The Advisory Committee and the Select Board voted unanimously in support of this article.

RECOMMENDED: That the Town vote to establish a Hingham Climate Action Commission charged with supporting, overseeing, and reporting on (1) the Town’s implementation of the Climate Action Plan, developed and adopted pursuant to Article 14 of the 2021 Annual Town Meeting, by updating the Town’s carbon footprint as a measure of progress on the implementation the Climate Action Plan and progress towards our Net Zero goal, and (2) any updates and amendments to the plan in accordance with the recommendations and processes set forth therein; with such commission organized as follows: (a)(i) nine voting members consisting of one member of Energy Action Committee or its designee, one member of Cleaner Greener Hingham or its designee, one member of the Planning Board or its designee; one member of the Conservation Commission or its designee; one member of the Development & Industrial Commission or its designee, with each of the above to be selected by their respective board or committee; and four residents, each to be appointed to a two-year term, with two selected by the Select Board and two selected by the Moderator; and (ii) three non-voting members consisting of one member representing the Hingham Municipal Lighting Plant as designated by the Hingham Municipal Light Board; one member of the School Committee or its designee; and the Sustainability Coordinator or any successor role thereto who would be responsible for updating the Town’s carbon footprint; and (b) the Hingham Climate Action Commission shall be led by a Chair and a Vice Chair, with the Vice Chair performing the duties of the Chair when the

Chair is not available, each to be elected by majority vote of all nine voting members present at the first duly called meeting of the Hingham Climate Action Commission and subsequently thereafter upon any successful motion for a new election to be held for one or both positions.

**ARTICLE 24
PERMITTING AND DESIGN FOR INNER HARBOR COASTAL STRUCTURES**

Will the Town raise and appropriate, borrow, or transfer from available funds a sum of money to be expended by the Select Board for the permitting and design of Inner Harbor Coastal Structures to address safety issues, sea level rise, and harborside activities, or act on anything related thereto?
(Inserted at the request of the Harbor Development Committee)

COMMENT: The Town, through the Harbor Development Committee, has been preparing for many years to repair and reconstruct the Inner Harbor Coastal Structures (also known as the Town wharves), which are in deteriorating condition due to winter storms and sea-level rise. This Article asks the Town to fund the final cost to complete the permitting and design process of this project.

Efforts to repair and reconstruct these structures began with the Vote under Article 31 of the 2015 Annual Town Meeting, which approved \$175,000 for Phase I of the project--an engineering assessment of the wharves' condition and initial design work for their repair and reconstruction. This was followed by the Vote under Article 24 of the 2017 Annual Town Meeting that approved an additional \$240,000 for Phase II of this effort--engineering design and permit work for all three of the town wharves. Over the next four years, work proceeded to reach consensus over the desired height, materials, and appearance of the wharves to be addressed, including intensive negotiations with the Conservation Commission to address its regulations.

The funds provided in 2015 and 2017 for engineering design and permitting have now been depleted due to rising costs and unanticipated changes in State regulations. Foth Engineering, the Town's contracted consulting firm on this project, has provided the Town Engineer with its estimate for completion of the design and permitting effort for all the town wharves at the inner harbor, and associated harbor related improvements. This Article asks the Town to authorize the expenditure of \$360,000 to complete the design and permitting for this critical Town infrastructure project.

The Advisory Committee and the Select Board voted unanimously in support of this Article.

RECOMMENDED: That the Town appropriate or transfer from the Municipal Waterways Improvement and Maintenance Fund a sum of money not to exceed \$360,000 to be expended by the Select Board to be used for the permitting and design of Inner Harbor Coastal Structures to address safety issues, sea level rise, and harborside activities.

**ARTICLE 25
PLASTIC BOTTLE BY-LAW**

Will the Town vote to amend the General By-laws of the Town of Hingham, adopted March 13, 1939, as heretofore amended, by adding a new Article 45 to the Town of Hingham General By-laws as follows:

**GENERAL BY-LAW ARTICLE 45
COMMERCIAL SALE OR DISTRIBUTION OF WATER IN SINGLE-USE BOTTLES**

Section 1. Purpose and Intent

The purpose of this by-law is to reduce the common use of single-use plastic water bottles and to promote the use of reusable bottles by consumers, thereby reducing local land and marine pollution, reducing waste, protecting the town's unique natural beauty and irreplaceable natural resources, and improving the quality of life for the residents of the Town of Hingham.

Section 2. Definitions

Single-use plastic bottle means a beverage container made from any type of plastic resin.

Reusable bottle means a beverage container that is either (1) made from a plastic alternative such as stainless steel or glass, or (2) made of plastic other than polyethylene or polyvinyl chloride that is durable, non-toxic, and generally considered a food grade material.

Non-carbonated water means water which, by nature and after possible treatment and packaging, taking into consideration usual technical tolerance, does not contain free carbon dioxide in amounts larger than are necessary to keep the hydrogen carbonate salts present in the water dissolved.

Section 3. Sale Restrictions

Effective on January 1, 2024, it shall be unlawful to sell non-carbonated, unflavored drinking water in single-use plastic bottles of less than one gallon in the Town of Hingham.

Section 4. Exemptions

Sales or distribution of non-carbonated, unflavored drinking water in single-use plastic bottles occurring subsequent to a declaration of an emergency (by the Emergency Management Director or other duly authorized Town, county, commonwealth or federal official) affecting the availability and/or quality of drinking water for residents of the Town of Hingham shall be exempt from this by-law until seven calendar days after the declaration has ended.

Section 5. Enforcement; violations and penalties; inspection of businesses.

- A. Enforcement of this by-law shall be the responsibility of the Town Administrator or their designee. The Town Administrator shall determine the inspection process to be followed, incorporating the process into other Town administration duties as appropriate.
- B. Any establishment or person conducting sales in violation of this by-law shall be subject to a non-criminal disposition fine as specified in M.G.L. c. 40 § 21D. The following penalties apply:
 - (1) First violation: written warning.
 - (2) Second violation: \$100 Fine.
 - (3) Third violation: \$200 Fine.
 - (4) Fourth and subsequent violations: \$300 Fine.
- C. Each day a violation continues constitutes a separate violation, incurring additional fines. Any such fines collected shall be payable to the Town of Hingham.
- D. All businesses may be routinely inspected in accordance with applicable law until the Town Administrator or their designee deems the inspection to no longer be required.

Section 6. Effective Date

This by-law shall become effective January 1, 2024.

Or act on anything related thereto?

(Inserted at the request of the Long-Range Waste Disposal and Recycling Committee (Cleaner Greener Hingham))

COMMENT: This Article asks if the Town will adopt a By-law to ban the sale of single-use plastic water bottles in Hingham. The By-law bans the sale of plastic bottles of water smaller than 1 gallon in all stores and any location that distributes these bottles, including restaurants and snack stands, in Town. It does not impose any restrictions on a resident’s use of such plastic water bottles. The goal of the By-law is to reduce the amount of plastics in town and to encourage residents to adopt behaviors that reduce their use of single-use plastic bottles, and thereby the emissions generated in the production, transport and disposal of consumer plastics. The By-law on which ours is based is endorsed by the Massachusetts Sierra Club.

At Town Meeting in April 2021, the Town voted to take action to achieve a zero sum of carbon emissions produced and taken out of the atmosphere (i.e., “net zero” carbon emissions) by the year 2040 or another target date deemed feasible. A single-use plastic water bottle ban is one step towards achieving this goal.

Every day, people in the United States (US) throw away more than 60 million plastic water bottles. Since 2010 yearly bottled water consumption in the US has grown by almost 40%. In 2019, global production, disposal, and incineration of plastic emitted 850 million metric tons of greenhouse gases (GHG or CO₂e), which is the equivalent to the emissions of nearly 190 medium-sized coal power plants. If plastic use continues its current growth trajectory, by 2050 the GHG emissions from its production and incineration will reach 15 percent of the global carbon budget, effectively making global climate goals very difficult, if not impossible, to reach (Source: Human Rights Watch). Ninety one percent (91%) of all plastics produced are single use (source: UN Chronicle) which means most of these carbon emissions are being created for convenience items that are used once and throw away. Alternatives are readily available.

Plastic water bottles are replaceable and serve as a first step towards Hingham’s net zero goals. The best alternative to a single use bottle is a reusable water bottle that can be refilled on-the-go. Cleaner Greener Hingham has partnered with the Weir River Water System to secure funding for additional public bottle filling stations in Town. There are also a number of available options to purchase non-plastic water containers on the market including boxes, and aluminum cans and bottles.

If this by-law is adopted, Hingham will join 24 of 351 Massachusetts communities who have already taken action against single-use plastic water bottles. These communities include Arlington, Concord, Lincoln, Rockport, Sudbury, 11 towns on the Cape, plus Nantucket and Martha’s Vineyard. To varying degrees, communities across the country have taken similar steps, as have some universities, airports, stadiums, and federal agencies.

Proponents of this by-law note that plastic production and disposal pose climate, health, and waste problems in addition to contributing to carbon emissions. More than 99% of plastic is made from fossil fuels and all plastics that have been created from fossil fuels still exist in some form. The options for plastic disposal include landfills, incineration, recycling or as litter on land/sea. Landfills are filling up and it is becoming increasingly difficult to build new landfills. There are seven waste-to-energy facilities in MA, six of which are located in environmental justice communities, including COVANTA SEMASS where Hingham’s waste is processed. Recycling releases dangerous toxins into the environment and threatens the health of those working in the industry and living close to recycling facilities. Plastic recycling and disposal has a high cost with low commercial value. The costs to Hingham for recycling and waste disposal continue to increase. The impacts of litter on the environment have resulted in 86 million metric tons of plastic estimated to be in the ocean. Of that, 23 million metric tons are estimated to be in coastal ocean waters and 29 million metric tons on the coastline and seafloor.

There have been concerns raised regarding the adoption of this by-law. Cleaner Greener Hingham surveyed 17 businesses in Town asking about potential impacts if this by-law were adopted. The results were mixed with just more than half responding that they were inclined to support the By-law and replace single use plastic water bottles with alternatives. Opponents suggest that it could be difficult to recoup the revenue lost from the sale of single-use plastic water bottles through the sale of alternatives. Three towns on the Cape (Dennis, Mashpee and Sandwich) rescinded plastic water bottle ban By-laws citing concerns about equitable access across communities and looking to the state to take action on the issue. Citizens have asked if a By-law banning plastic water bottles, which are often the most affordable and available single-use choice, steer consumers toward less healthy alternatives and suggest targeting all single-use plastic bottles and not just water. Additionally, opponents have suggested putting more infrastructure in place to support refillable bottles and engaging in community outreach and socialization before moving forward with a ban.

Cleaner Greener Hingham has secured support for this By-law from the following organizations; the League of Women Voters, the Hingham Unity Council, Hingham Net Zero, the Global Warming Action Group at Linden Ponds, Friends of Wompatuck, the Weir River Watershed Association and the Climate Action Planning Committee.

If Hingham approves and adopts this By-law, the Town Administrator’s office has agreed to serve as the enforcement agent, or assign a designee, to oversee penalties for stores that sell single-use plastic water bottles

beyond the January 1, 2024 deadline. There is no enforcement or restriction on any person's use of plastic water bottles.

The Advisory Committee voted 12 to 2 in support of the Article and the Select Board voted unanimously in support of this Article.

RECOMMENDED: That the Town vote to amend the General By-laws of the Town of Hingham by adding Article 45 as written below:

**GENERAL BY-LAW ARTICLE 45
COMMERCIAL SALE OR DISTRIBUTION OF WATER IN SINGLE-USE BOTTLES**

Section 1. Purpose and Intent

The purpose of this by-law is to reduce the common use of single-use plastic water bottles and to promote the use of reusable bottles by consumers, thereby reducing local land and marine pollution, reducing waste, protecting the town's unique natural beauty and irreplaceable natural resources, and improving the quality of life for the residents of the Town of Hingham.

Section 2. Definitions

Single-use plastic bottle means a beverage container made from any type of plastic resin.

Reusable bottle means a beverage container that is either (1) made from a plastic alternative such as stainless steel or glass, or (2) made of plastic other than polyethylene or polyvinyl chloride that is durable, non-toxic, and generally considered a food grade material.

Non-carbonated water means water which, by nature and after possible treatment and packaging, taking into consideration usual technical tolerance, does not contain free carbon dioxide in amounts larger than are necessary to keep the hydrogen carbonate salts present in the water dissolved.

Section 3. Sale Restrictions

Effective on January 1, 2024, it shall be unlawful to sell non-carbonated, unflavored drinking water in single-use plastic bottles of less than one gallon in the Town of Hingham.

Section 4. Exemptions

Sales or distribution of non-carbonated, unflavored drinking water in single-use plastic bottles occurring subsequent to a declaration of an emergency (by the Emergency Management Director or other duly authorized Town, county, commonwealth or federal official) affecting the availability and/or quality of drinking water for residents of the Town of Hingham shall be exempt from this by-law until seven calendar days after the declaration has ended.

Section 5. Enforcement; violations and penalties; inspection of businesses.

- A. Enforcement of this by-law shall be the responsibility of the Town Administrator or their designee. The Town Administrator shall determine the inspection process to be followed, incorporating the process into other Town administration duties as appropriate.
- B. Any establishment or person conducting sales in violation of this by-law shall be subject to a non-criminal disposition fine as specified in M.G.L. c. 40 § 21D. The following penalties apply:
 - (1) First violation: written warning.
 - (2) Second violation: \$100 Fine.
 - (3) Third violation: \$200 Fine.
 - (4) Fourth and subsequent violations: \$300 Fine.
- C. Each day a violation continues constitutes a separate violation, incurring additional fines. Any such fines collected shall be payable to the Town of Hingham.

D. All businesses may be routinely inspected in accordance with applicable law until the Town Administrator or their designee deems the inspection to no longer be required.

Section 6. Effective Date

This by-law shall become effective January 1, 2024.

**ARTICLE 26
ROUTE 3A SEWER PROJECT**

Will the Town vote to raise and appropriate, borrow or transfer from available funds, a sum of money to pay for the costs of designing, permitting, constructing and/or improving the main sewer line and appurtenances thereto located in the Route 3A highway, or act on anything relating thereto?
(Inserted at the request of the Sewer Commission)

COMMENT: This Article requests up to \$900,000 for the purpose of the design, engineering, and permitting relating to planned future improvements to and/or replacement of the sewage mains within Sewage District A. The sewer mains serving the north of Hingham run along Route 3A, connecting to the MWRA pumping station at Stoddard's Neck. The lines are now antiquated (and are nearly 70 years old). They are experiencing ongoing deterioration caused by the presence of hydrogen sulfide gasses that are produced by the wastewater being conveyed. Over the past two decades, there has been approximately one main break every two years. The past two breaks have cost the Town approximately \$50,000 each to repair. It's expected that these costs will continue to rise, given the probable increased frequency of breaks and the effects of inflation.

This Article would fund the initial phase of the project; it is expected that an additional request for funds needed to complete the project will be made at 2024 Annual Town Meeting. It is anticipated that (if approved) the eventual total costs of the project would be between \$13-\$15 million.

The combined costs of the projects would be funded via the issuance of notes and/or bonds by the Town. These obligations would be repaid by the sewer department rate-payers in accordance with an amortization schedule determined by the Select Board. If the costs of the initial stage of the project were to be approved by 2023 Annual Town Meeting, it is estimated that the impact on rates paid by users would be about 1%.

There is also a possibility that the Town could use federal American Rescue Plan Act ("ARPA") funds available through Plymouth County to fully or partially fund this year's article, plus a portion of any follow-on project that might be approved at 2024 Annual Town Meeting. Staff has confirmed that as much as \$3 million of the total costs of the complete project could be funded from ARPA.

Approval of this Article requires a two-thirds vote by Town Meeting.

The Advisory Committee, the Select Board, and the Sewer Commission voted unanimously in support of this article.

RECOMMENDED: That the Town appropriate an amount up to \$900,000 for the costs of designing, engineering and/or permitting the main sewer line and appurtenances thereto located in the Route 3A highway. To meet this appropriation the Treasurer, with the approval of the Select Board, is authorized to borrow said amount under M.G.L. c. 44, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor and provided further that the amount of borrowing authorized pursuant to this vote shall be reduced by any eligible grant funds received under the federal American Rescue Plan Act ("ARPA") through Plymouth County which grant funds are hereby appropriated for said purpose.

**ARTICLE 27
PURCHASE OF 30 SUMMER STREET**

Will the Town vote to authorize, but not require, the Select Board to acquire by purchase the property located at 30

Summer Street, Hingham, upon terms and conditions as the Select Board deems in the best interest of the Town, and will the Town raise and appropriate, borrow or transfer from available funds a sum of money for said purchase, or act on anything relating thereto?
(Inserted by the Select Board)

RECOMMENDED: The Advisory Committee will make its recommendation at Town Meeting.

**ARTICLE 28
REVISE AND UPDATE RESTRICTIONS – 270 CENTRAL STREET**

Will the Town authorize, but not require, the Select Board to release those real property restrictions and right to purchase for 270 Central Street, Hingham, MA as contained in a deed from the Town of Hingham to South Shore Habitat for Humanity, Inc. recorded at the Plymouth County Registry of Deeds in Book 13210, Page 109, in accordance with M.G.L. c. 40, § 15A, provided that said restrictions shall be replaced with a new deed restriction and right to purchase in a standard form approved by the Massachusetts Department of Housing and Community Development, all on such terms and conditions as determined by the Select Board, or act on anything related thereto?

(Inserted at the request of the Hingham Affordable Housing Trust)

COMMENT: This Article would authorize the Select Board to release the existing deed restrictions and right to purchase for 270 Central Street, subject to its replacement with the approved Department of Housing and Community Development (DHCD) deed rider form.

In 1994, the Town conveyed the parcel of land at 270 Central Street to South Shore Habitat for Humanity to create an affordable single family home. The Deed, recorded at the Plymouth County Registry of Deeds in Book 13210, Page 109, contains affordable housing restrictions to ensure that the home is only sold to income eligible buyers at an affordable price (as determined by an appropriate formula). The Town also holds a right to purchase the house when it is put up for sale so that it may resell it to an eligible buyer. The deed further contains a restriction that the house may only be sold to a “current or former resident or a current employee of the Town.”

When the last owner of the house passed away, the Town exercised its right to purchase the property and took title in the Affordable Housing Trust (“Trust”). Some repairs and renovations were needed to the home to make it ready for resale. The Trust has undertaken that work and the house is now almost ready for resale.

Although the house has been deed restricted as an affordable home since 1994, it has never qualified for the Town’s Subsidized Housing Inventory (SHI) because, while it contains affordable restrictions, it does not include a DHCD approved form of affordable housing deed rider. To qualify for the SHI going forward, the existing deed restrictions need to be replaced with DHCD’s current approved deed rider and its required restrictions.

The deed restrictions and the right to purchase are “interests in real estate” that are held by the Town. Under Massachusetts General Law Chapter 40, Section 15A, a vote of the Town is required to release an interest in real estate. If the Town does not release the existing restrictions and right to purchase, the DHCD approved form for the deed restrictions could not be used for the sale by the Trust as the provisions would conflict.

The DHCD approved form of deed rider has provisions that are comparable to those found in the existing deed, with one exception. The restrictions would still require the resale of the home to an income eligible buyer for an affordable price, and the Town would still have the benefit of a right to purchase. However, there would no longer be a restriction that the property must be sold to a “current or former resident or a current employee of the Town.” This type of “local preference” is only allowed with permission from DHCD where there are multiple units and can only apply to up to 70% of the units. When there is only one unit, as in this case, local preference is not permitted.

While the local preference restriction would no longer apply, the benefit to the Town is that the house would qualify for inclusion on the Town’s SHI. Every affordable unit that is added to the Town’s SHI offsets 10 market rate units, and it is necessary for the Town to continue to add affordable units to the SHI in order to maintain 10% or more of

its total housing units as affordable units under Chapter 40B. Currently, the Town has the right to approve, deny or condition any 40B application because it is above 10% on its SHI (currently 11.4%). If the Town were to drop below 10% (with the construction of more market rate units and no offsetting affordable units), the Town would be subject to new Chapter 40B applications with limited ability to control the scope of the development.

The Advisory Committee and the Select Board voted unanimously in favor of this Article.

RECOMMENDED: That the Town authorize, but not require, the Select Board to release those real property restrictions and right to purchase for 270 Central Street, Hingham, MA as contained in a deed from the Town of Hingham to South Shore Habitat for Humanity, Inc. recorded at the Plymouth County Registry of Deeds in Book 13210, Page 109, in accordance with M.G.L. c. 40, § 15A, provided that said restrictions shall be replaced with a new deed restriction and right to purchase in a standard form approved by the Massachusetts Department of Housing and Community Development, all on such terms and conditions as determined by the Select Board.

**ARTICLE 29
AMEND ZONING BY-LAW: ACCESSORY DWELLING UNITS**

Will the Town amend the Zoning By-law of the Town of Hingham, adopted March 10, 1941, as heretofore amended, as follows:

Item 1: To amend Section V (Special Regulations) by deleting Section V-K, inclusive, in its entirety and replacing that Section with the following new Section V-K, inclusive:

V-K Accessory Dwelling Units

1. Purpose

Consistent with the goals of the Master Plan, adopted August 23, 2021, the purpose of permitting dwelling units accessory to single-family dwellings is to:

- a. Provide a variety of housing to encourage population diversity and aging in the community.
- b. Provide accessory dwelling units without significantly adding to the number of buildings in the Town or substantially altering the appearance of the residential property and for the purpose of enabling owners of single-family dwellings to share space and the burdens of homeownership while also protecting the stability, property values and residential character of the surrounding neighborhood.
- c. Provide housing units for households with diverse housing needs including, without limitation, family members with mental and physical disabilities.
- d. Enable the Town to monitor accessory dwelling unit construction for code compliance.

2. Definitions

- a. An “accessory dwelling unit” is a second self-contained dwelling unit located either within a single-family dwelling or a detached structure accessory thereto, which second dwelling unit is subordinate in size to the principal dwelling and otherwise complies with the provisions of this Section V-K.
- b. A “principal dwelling” for the purposes of this Section V-K is a single-family dwelling exclusive of the area that constitutes the accessory dwelling unit.
- c. A single-family dwelling with an accessory dwelling unit shall not be deemed to be a two-family dwelling.

3. Eligibility Requirements

The Board of Appeals may only issue a Special Permit A1 for an accessory dwelling unit that meets the following minimum eligibility requirements:

- a. As of the date that the application for a special permit is filed with the Board of Appeals, the total number of accessory dwelling units in the Town shall not exceed two and one-half percent (2.5%) of the total single-family dwelling units in the Town (the "ADU Cap"). The ADU Cap shall be determined by a fraction represented as follows: the numerator shall be the total number of accessory dwelling units allowed by special permit pursuant to this Section V-K plus the number of accessory dwelling unit permit applications pending approval before the Board of Appeals and the denominator shall be the total number of single-family dwelling units existing in the Town as classified in the Hingham assessors' records.
- b. The applicant shall, at the time application is made for the special permit, be the owner of the lot and single-family dwelling thereon where the accessory dwelling unit is proposed and must certify in such application that the owner currently occupies the single-family dwelling or will occupy the principal dwelling or accessory dwelling unit as his or her primary residence immediately upon issuance of the special permit.
- c. The area of the lot on which the existing single-family dwelling is located shall not be less than five thousand (5,000) square feet for an accessory dwelling unit within the principal structure or ten thousand (10,000) square feet for an accessory dwelling unit in a detached accessory structure. In the case of new construction, the area of the lot shall comply with the applicable minimum lot size for the single-family zoning district in which the single-family dwelling is proposed.
- d. The application must be accompanied by written confirmation from either (i) the Board of Health that the requirements of the Massachusetts Title 5 septic system regulations and the Hingham Board of Health Supplemental Rules and Regulations for septic systems have been or can be met or (ii) the Sewer Department that there exists available capacity in the applicable sewer district, in either case, to support the total number of bedrooms proposed for the lot inclusive of the accessory dwelling unit.
- e. Only one accessory dwelling unit shall be permitted per lot so that the total number of dwelling units per lot shall not exceed two.
- f. In Residence District D and in Business Districts A and B accessory dwelling units are only permitted in connection with preexisting nonconforming single-family dwellings.

4. Dimensional and Design Requirements Applicable to all Accessory Dwelling Units

The Board of Appeals may only issue a Special Permit A1 for an accessory dwelling unit that meets the following dimensional and design requirements:

- a. The architectural character of a single-family dwelling use shall be maintained.
- b. All stairways accessing an accessory dwelling unit above the ground floor of a single-family dwelling or detached accessory structure shall be enclosed within the exterior walls of the building.
- c. The maximum area of an accessory dwelling unit shall be the lesser of 875 square feet or 35% of the gross floor area of the principal dwelling. For this calculation, the gross floor area shall be as defined in Section VI of this By-Law.
- d. An accessory dwelling unit shall not be created by any extension of a non-conforming building dimension, including the front, side or rear yard setback.

Any new entrance for the accessory dwelling unit or principal dwelling shall be located to the side or rear of the single-family dwelling or detached accessory structure.

- e. Water and sewer utilities serving the accessory dwelling unit shall not be metered separately from the principal dwelling; provided, however, that the Board of Appeals may waive this requirement for an accessory dwelling unit within a lawfully existing structure which already maintains separately metered utilities, if the request is accompanied by the written approval of the appropriate utility, upon a finding that a waiver advances the purposes of this bylaw.
- f. Additional or modified landscaping, fences or other buffers may be required to protect abutting properties from potential negative visual or auditory impacts of the accessory dwelling unit.
- g. The parking requirement for an accessory dwelling unit is one space per bedroom in addition to the minimum required parking spaces for a single-family dwelling.
- h. An accessory dwelling unit may not have more than two (2) bedrooms.

5. Additional Dimensional and Design Requirements Applicable to Accessory Dwelling Units in Detached Accessory Structures

The Board of Appeals may only issue a Special Permit A1 for a detached accessory dwelling unit that meets the following dimensional and design requirements:

- a. The detached accessory dwelling unit shall comply with all building dimensions, including the front, side or rear yard setback and height limitations. Notwithstanding the foregoing, the Permit Granting Authority may waive the preceding requirements for an accessory dwelling unit within a lawfully existing nonconforming detached accessory structure to no less than 10' from a side or rear property line upon a finding that there will no potential negative visual or auditory impacts associated with the accessory dwelling unit that cannot be mitigated.
- b. The detached accessory dwelling unit shall be located a minimum of 10' from the principal dwelling and to the rear of the principal single-family dwelling or to the side of the single-family dwelling at a minimum position 10' further back from the front plane of the single-family dwelling.

6. General Conditions

Any special permit issued pursuant to this Section V-K shall be subject to, and shall incorporate the following conditions:

- a. The owner of the single-family dwelling shall occupy either the principal dwelling or the accessory dwelling unit as the owner's primary residence. Temporary absences of the owner for a period of not more than six months in the aggregate in any twelve month period and active military service of the owner for any length of time shall not be deemed a violation of this requirement.
- b. The owner shall recertify annually, by submission of a notarized letter to the Building Commissioner, that the owner will continue to occupy either the primary dwelling or the accessory dwelling unit as the owner's primary residence, except for a bona fide temporary absence as provided above in subsection 6.a.
- c. Upon the sale or other conveyance or transfer of a single-family dwelling which has been issued a permit for an accessory dwelling unit, if the new owner wishes to maintain the special permit for the accessory dwelling unit use, such new owner must, within thirty (30) days of such transfer, submit a notarized letter to the Building Commissioner certifying that the new owner will occupy one of the dwelling units as the new owner's primary residence and comply with the other conditions of the accessory dwelling unit use.

- d. Neither the principal dwelling nor the accessory dwelling unit may be sold or otherwise conveyed or transferred separately from the other.
- e. The accessory dwelling unit or the principal dwelling, whichever is not owner-occupied, shall have a minimum occupancy or rental term of 30 days.

Or act on anything related thereto?

(Inserted at the request of the Planning Board)

COMMENT: An accessory dwelling unit (“ADU”) is a second self-contained dwelling unit on the same lot as a principal dwelling unit. The current By-law permits an ADU that is attached to the principal dwelling and occupied by a family member. The stated purposes of the by-law are to:

- a. Provide ADUs without adding to the number of buildings in the Town or substantially altering the appearance of the dwelling and for the purpose of enabling owners of single-family dwellings to share space and the burdens of homeownership with family members (as defined in this Section V-K) while also protecting the stability, property values, and residential character of the surrounding neighborhood.
- b. Provide housing units for family members with diverse housing needs including, without limitation, family members with mental and physical disabilities.
- c. Enable the Town to monitor ADU construction for code compliance.

This Article would change the existing By-law most significantly by permitting detached as well as attached ADUs, while retaining the existing family occupancy restriction.

History of the ADU Articles:

1. The existing By-law had been the subject of considerable study and debate, particularly the family occupancy restriction and the benefits of proceeding incrementally in a novel use for the Town. The By-law was approved by Vote under Article 26 of the 2018 Annual Town meeting. It permitted ADUs that were attached to the principal dwelling that could only be occupied by a family member, the traditional in-law suite.
2. A proposed amendment to the existing ADU By-law was included in Article 27 of the Warrant for the 2021 Annual Town Meeting pursuant to a Citizen Petition. The citizen/proponent wished to use an already existing detached structure as an ADU to be occupied by a family member. After several public hearings, the Planning Board concluded that detached ADUs raised issues needing further review and recommended the creation of an ADU Study Committee. The Advisory Committee supported the Planning Board’s recommendation. By Vote under Article 27 of the 2021 Annual Town Meeting, the ADU Study Committee was created

for the purpose of reviewing the merits of the Warrant Article and/or the merits of amending the provisions of the Hingham Zoning By-law, Section V-K, or other applicable provisions of the Zoning By-law, to allow detached accessory dwelling units and/or to amend any other provisions of the Zoning By-law reasonably related to the creation of accessory dwelling units (either attached or detached), and to submit a written report to the Planning Board setting forth whether the Committee recommends in favor of any such amendment(s) and the reasons for such recommendations..... The Committee shall endeavor to issue its report to the Planning Board within one year of its formation, but in no event later than October 1, 2022. Upon receipt of such report, the Planning Board shall hold at least one public meeting in advance of the December 1 deadline for submission of zoning amendments as set forth in Article 2, Section 7 of the Hingham General By-laws, to determine if the Planning Board will elect to submit, or to support the submission of, one or more

zoning amendments based on the report of the Committee.

3. The ADU Study Committee consisted of seven members and was joined by Hingham's Community Planning Director and Senior Planner. The Committee met several times before voting 6-1 in favor of a report submitted to the Planning Board in September 2022. (A copy of this Report is available on the ADU Study Committee's webpage located on the Town's website at www.hinghamma.gov/DocumentCenter/View/16115/ADU-Study-Committee-Report-Sept-2022. Additional materials on ADUs may be found at www.hingham-ma.gov/679/Proposed-By-Law-Amendments.)

The Committee heard from Town officials whose duties might be impacted by ADUs and from organizations whose mission or membership were interested in the subject of ADUs. It considered Hingham Housing Plan and Master Plan documents. It surveyed surrounding and benchmark towns to determine their regulation of ADUs and adverse or beneficial effects. The Committee noted that there was a divergence of opinion on the family occupancy restriction. "Members of the Committee heard conflicting input on this restriction. The Hingham Affordable Housing Trust and the Hingham Unity Council advocated for more expansive ADU zoning, including elimination of the family restriction. The Commission on Disabilities, on the other hand, raised concerns about affordability, particularly for disabled residents, if the restriction is lifted." "ADU Study Committee Report" at 8 (2022).

Ultimately, the Study Committee recommended that the Board consider eliminating the familial restriction from the ADU By-Law, with appropriate safeguards to ensure that ADUs are not used as short-term rentals or guesthouse uses, neither of which are presently allowed in Hingham. While many homeowners interested in creating an ADU will initially do so for family members, removing the restriction allows the ADU to be reoccupied after family circumstances change. It also provides homeowners with more flexibility to share in housing costs and responsibilities and promotes aging in place.

The Study Committee recommended several changes to the existing ADU By-law but those of primary significance were: (1) permitting detached ADUs, and (2) lifting the existing familial restriction on occupancy.

4. The Planning Board met with the Study Committee on four occasions to discuss its report and recommended a By-law amendment. Thereafter, the Planning Board held numerous public hearings over several months, discussed the Committee's proposed By-law amendment, reviewed written submissions, reviewed By-laws in neighboring and benchmark towns, and heard from interested persons and organizations. Ultimately, the Planning Board voted 4-1 to approve the By-law amendment; it permits detached ADUs, while retaining the family occupancy restriction.

The Board was not convinced that eliminating the family occupancy restriction would fulfill stated purposes of the proposed amendment. It also noted that building or renovating a structure to make it an ADU would be expensive, such that the leased ADU premises would command market, not affordable, rents. To some members of the Board, that the Study Committee recommended small rental units on existing one-family lots was surprising, potentially problematic, and not in keeping with the overall tenor of the Zoning By-law. The Board was concerned with the effects on neighbors and neighborhoods. It noted that zoning regulations exist in large measure to protect abutters. As has been noted by the Pioneer Institute,

Homeowners are understandably cautious about allowing increases in housing density in their neighborhoods. They might be worried about more traffic, the paving over of grassy yards and gardens for parking, the aesthetics of new construction, the hassle of living next to construction, and a loss of privacy. They might worry that new renter-neighbors will be less invested in the neighborhood than homeowners. Furthermore, for most homeowners, their house is their single largest investment, and unlike a portfolio of stocks, it cannot be diversified against risk; voting against changes in the neighborhood is a way of protecting their investment.

Many municipal master plans emphasize that residents would like to protect the character of single-family neighborhoods and the small-town feel of the community.

The potential impacts of a structure being changed from a passive use, e.g., a garage or barn, to an active use as a residential rental property include noise, traffic, and privacy issues. The Board further noted that because the existing ADU By-law was only enacted in 2018 and, given the intervening pandemic, the Town has not had adequate time to assess the effects of the existing By-law, and there is no need to rush to a new By-law. Especially on zoning issues, the Town has a history of moving incrementally. The Board thought that incremental approach should control here and that moving from attached to detached ADUs is the logical next step, but that simultaneously lifting the family occupancy restriction would not be in the best interests of the Town.

Proponents of dropping the familial restriction for ADUs note that eight of the fifteen rental units in Town that are under 1,000 sq. ft. charge affordable rents. They also note that an income stream from a rented ADU would assist fixed income seniors or young families to pay their own housing costs.

The Hingham Affordable Housing Trust supports lifting the familial restriction on ADUs as one means of providing a variety of housing to encourage population diversity and aging in our community. They stated that information about the experience of other towns (Concord, Lexington, Norwell Scituate, Weston and Westwood) who have dropped the familial restriction revealed no problems with enforcement nor negative impact on neighbors. The proposed By-law calls for a Special Permit process for any proposed detached ADU which involves notifying all abutters and can lead to required changes to the proposed detached ADU to mitigate privacy, noise, and light impacts. The Hingham Unity Council and Hingham Human Rights Commission both endorse the recommendation of the ADU Study Committee to permit detached ADUs with the special permit process and lift the familial restriction.

5. The Advisory Committee discussed and heard comments from interested parties regarding the ADU Article at two meetings. During the Advisory Committee's deliberation on this Article, a member made a motion to amend the Recommended Motion by eliminating the family occupancy restriction. The Advisory Committee voted 8-6 to reject the proposed amendment. The Committee then approved the Recommended Motion set out below by a vote of 8-6.

Quantum of vote:

Until 2020, all zoning amendments in Massachusetts required a two-thirds vote for adoption. When the law known as the "Housing Choice Legislation" (Chapter 358 of the Acts of 2020) was adopted, it included revisions to Massachusetts General Laws Chapter 40A, Section 5, which governs the quantum (percentage) of vote required to adopt different types of zoning amendments. The required quantum of vote for ADUs varies based on the provisions of the proposed amendment. The first test is whether the proposed ADUs meet the definition of "accessory dwelling unit" in M.G.L. Chapter 40A, Section 1A. ADUs in Hingham meet the statutory definition. The next test is whether allowed ADUs are attached and/or detached and whether they are allowed as of right or by special permit. If they meet the statutory definition, attached ADUs allowed as of right and detached ADUs that require a special permit require only a simple majority for adoption. All other ADUs require a two-thirds vote for adoption.

In addition, M.G.L. Chapter 40A Chapter 40A, Section 5, expressly states: "Any amendment that requires a simple majority vote shall not be combined with an amendment that requires a two-thirds majority vote." Section V-K of the Hingham Zoning Bylaw currently only allows attached ADUs by special permit. Therefore, any zoning amendments that affect the requirements for attached ADUs also require a two-thirds vote for adoption. As described above, the Planning Board's recommended zoning amendments under this Article would allow detached ADUs by special permit. This use requires a simple majority vote for adoption. Thus, the recommended motion is divided into two parts. Each part will require a separate vote of Town Meeting.

Part A of the Recommended Motion amends the general requirements for ADUs and requires a two-thirds vote for adoption. Part B of the Recommended Motion allows for detached ADUs by special permit and requires a simple majority vote for adoption. The changes proposed in Part A have been repeated in Part B, Item 12, but would only be needed if Part A fails to receive the required two-thirds vote.

The possible outcomes are:

- a. Part A receives a two-thirds vote and Part B receives a simple majority, and both are adopted. All of the amendments adopted in Part A will apply to attached and detached ADUs.
- b. Part A receives less than a two-thirds vote and fails but Part B receives a majority vote and is adopted. The existing requirements for attached ADUs will be unchanged. Detached ADUs will be subject to a different set of standards than attached ADUs (such different allowed size of units and be subject to a minimum occupancy period).
- c. Part A receives a two-thirds vote and is adopted but Part B does not receive a majority vote and fails. Attached ADUs will continue to be allowed with updated requirements. No detached ADUs will be allowed.
- d. Both parts fail to receive the required quantum of vote. The existing attached ADU provisions of the zoning bylaw remain unchanged.

The Advisory Committee voted 8-6 and the Planning Board voted 4-1 in support of Parts A and B of this Article.

RECOMMENDED: As discussed in more detail in the above Comment, this recommended motion is divided into two parts in order to comply with state law. Part A requires a two-thirds vote for adoption. Part B requires a simple majority vote for adoption. Each part will require a separate vote of Town Meeting.

PART A: That the Town amend Section V-K (Accessory Dwelling Units) of the Zoning By-law of the Town of Hingham, adopted March 10, 1941, as heretofore amended, as follows:

- Item 1: By replacing the introductory sentence of Section 1 in its entirety with the following: "The purpose of permitting dwelling units accessory to single-family dwellings is to:"
- Item 2: By amending Section 1.a to replace the clause "without adding" to "without significantly adding".
- Item 3: By amending Section 2.b to replace the definition of "family member" in its entirety as follows:

For the purposes of this Section V-K, a "family member" shall be a person who is related to the owner of the principal dwelling by a recognized family relationship and shall also include domestic help and caregivers of the owner of the principal dwelling or the family member occupying the accessory dwelling unit.

- Item 4: By replacing the title of Section 4 and subsections 4.a through 4.d in their entirety with the following:
 4. Dimensional and Design Requirements Applicable to all Accessory Dwelling Units
 - a. The architectural character and scale of a single-family dwelling use shall be maintained.
 - b. All stairways accessing an accessory dwelling unit above the ground floor of a single-family dwelling shall be enclosed within the exterior walls of the single-family dwelling; provided, however, that the Board of Appeals may waive this requirement for an unenclosed stairway on the rear of a structure to access an accessory dwelling unit located on the second floor of an existing building.
 - c. The maximum area of an accessory dwelling unit shall be the lesser of 875 square feet or 35% of the gross floor area of the principal dwelling. For this calculation, the gross floor area shall be as defined in Section VI of this By-Law.

- d. **Notwithstanding the provisions of Section III-I,2. of the Zoning By-Law, no accessory dwelling unit shall be created by any extension of a non-conforming building dimension, including the front, side or rear yard setback.**

Item 5: By replacing Section 4.f in its entirety with the following:

- f. **Water and sewer utilities serving the accessory dwelling unit shall not be metered separately from the principal dwelling; provided, however, that the Board of Appeals may waive this requirement for an accessory dwelling unit within a lawfully existing structure which already maintains separately metered utilities, if the request is accompanied by the written approval of the appropriate utility, upon a finding that a waiver advances the purposes of this bylaw.**

Item 6: By amending the second sentence of Section 5.a to replace the words “nine months” with the words “six months”.

Item 7: By inserting at the end of Section 5 a new subsection e as follows:

- e. **The accessory dwelling unit or the principal dwelling, whichever is not owner-occupied, shall have a minimum occupancy or rental term of 6 months.**

PART B: That the Town amend the Zoning By-law of the Town of Hingham, adopted March 10, 1941, as heretofore amended, to amend Section V-K (Accessory Dwelling Units) to modify certain provisions thereof as necessary to allow detached accessory dwelling units by special permit as follows:

Item 1: By replacing the introductory sentence of Section 1 in its entirety with the following: “The purpose of permitting dwelling units accessory to single-family dwellings is to:”

Item 2: By amending Section 1.a to replace the words “the appearance of the dwelling” with the words “the appearance of the residential property”.

Item 3: By replacing the definition of “accessory dwelling unit” in Section 2.a in its entirety with the following:

An “accessory dwelling unit” is a second self-contained dwelling unit located either within a single-family dwelling or a detached structure accessory thereto, which second dwelling unit is subordinate in size to the principal dwelling and otherwise complies with the provisions of this Section V-K.

Item 4: By amending Section 3.b. to replace the words “in which the accessory dwelling is proposed” to “where the accessory dwelling unit is proposed”.

Item 5: By replacing Section 3.c in its entirety as follows:

The area of the lot on which the existing single-family dwelling is located shall not be less than five thousand (5,000) square feet for an accessory dwelling unit within the principal structure or ten thousand (10,000) square feet for an accessory dwelling unit in a detached accessory structure. In the case of new construction, the area of the lot shall comply with the applicable minimum lot size for the single-family zoning district in which the single-family dwelling is proposed.

Item 6: By deleting in Section 3.e the words “within a single-family dwelling and”.

Item 7: By amending Section 3.f to insert the words “connection with” as follows:

In Residence District D and in Business Districts A and B accessory dwelling units are only permitted in connection with preexisting nonconforming single-family dwellings.

Item 8: By amending the first clause of Section 4.b in its entirety as follows:

All stairways accessing an accessory dwelling unit above the ground floor of a single-family dwelling or detached accessory structure shall be enclosed within the exterior walls of the building.

Item 9: By amending the first clause of Section 4.e in its entirety as follows:

Any new entrance for the accessory dwelling unit or principal dwelling shall be located to the side or rear of the single-family dwelling or detached accessory structure.

Item 10: By inserting a new Section 5 as follows and renumbering existing Section 5 as Section 6:

5. Additional Requirements Applicable to Accessory Dwelling Units in Detached Accessory Structures.

The Board of Appeals may only issue a Special Permit A1 for a detached accessory dwelling unit that meets the following dimensional and design requirements:

- a. The detached accessory dwelling unit shall comply with all building dimensions, including the front, side or rear yard setback and height limitations. Notwithstanding the foregoing, the Permit Granting Authority may waive the preceding requirements for an accessory dwelling unit within a lawfully existing nonconforming detached accessory structure to no less than 10' from a side or rear property line upon a finding that there will be no potential negative visual or auditory impacts associated with the accessory dwelling unit that cannot be mitigated.
- b. The detached accessory dwelling unit shall be located a minimum of 10' from the principal dwelling and (i) to the rear of the principal single-family dwelling or (ii) to the side of the single-family dwelling at a minimum position 10' further back from the front plane of the single-family dwelling.

Item 11: By amending former Section 5.b by replacing the reference to "subsection 5.a" with a reference to "subsection 6.a".

Item 12: In the event Town Meeting does not adopt the Recommended Motion on Part A, by amending new Section 5 (Additional Requirements Applicable to Accessory Dwelling Units in Detached Accessory Structures) to add at the end thereof the following additional subsections:

- c. All stairways accessing an accessory dwelling unit above the ground floor shall be enclosed within the exterior walls of the structure; provided, however, that the Board of Appeals may waive this requirement for an unenclosed stairway on the rear of a structure to access an accessory dwelling unit located on the second floor of an existing building.

- d. The maximum area of an accessory dwelling unit shall be the lesser of 875 square feet or 35% of the gross floor area of the principal dwelling. For this calculation, the gross floor area shall be as defined in Section VI of this By-Law.
- e. Notwithstanding the provisions of Section III-I,2. of the Zoning By-Law, no accessory dwelling unit shall be created by any extension of a non-conforming building dimension, including the front, side or rear yard setback.
- f. Water and sewer utilities serving the accessory dwelling unit shall not be metered separately from the principal dwelling; provided, however, that the Board of Appeals may waive this requirement for an accessory dwelling unit within a lawfully existing structure which already maintains separately metered utilities, if the request is accompanied by the written approval of the appropriate utility, upon a finding that a waiver advances the purposes of this bylaw.
- g. The owner of the single-family dwelling shall occupy either the principal dwelling or the accessory dwelling unit as the owner's primary residence. Temporary absences of the owner for a period of not more than six months in the aggregate in any twelve month period and active military service of the owner for any length of time shall not be deemed a violation of this requirement, provided that the dwelling units may only be occupied by family members of the owner during the owner's absence.
- h. The accessory dwelling unit or the principal dwelling, whichever is not owner-occupied, shall have a minimum occupancy or rental term of 6 months.

ARTICLE 30

AMEND ZONING BY-LAW: MINIMUM OCCUPANCY TERM FOR RESIDENTIAL USES

Will the Town amend the Zoning By-Law of the Town of Hingham, adopted March 10, 1941, as heretofore amended, as follows:

- Item 1 By replacing Section III-A, 1. under the Schedule of Uses in its entirety as follows:
 - 1. Residential, subject to Special Condition 4 of Section III-B
- Item 2 By replacing the parenthetical in Section 4.22 under Section III-A with "(Subject to Special Condition 4 and Special Condition 7 of Section III-B)"
- Item 3 By replacing Special Condition 4. under Section III-B in its entirety as follows:
 - 4. No dwelling unit shall be leased or rented for a period of less than 30 consecutive days.

Or act on anything related thereto?

(Inserted at the request of the Planning Board)

COMMENT: This Article asks if the Town will adopt a minimum occupancy term for residential dwelling units to prevent transient uses such as short-term rentals, while still allowing property owners to offer month to month leases. The Town currently relies on case law (*e.g., Styller v Zoning Board of Appeals of Lynnfield*, 487 Mass 588 (2021)) to enforce a 30-day minimum occupancy term to prevent the commercial use of residential properties through short-term rental venues such as Airbnb or VRBO. The proposed amendment to the By-law concerning Accessory Dwelling Units includes an explicit reference to an occupancy or rental term applicable thereto. This Article will codify the current practice of enforcing a minimum 30-day occupancy term for principal residential units and avoid the implication that only Accessory Dwelling Units would require a minimum occupancy term.

Approval of this Article requires a two-thirds vote by Town Meeting.

The Advisory Committee and the Planning Board voted unanimously in support of this Article.

RECOMMENDED: That the Town vote to amend the Zoning By-Law of the Town of Hingham, adopted March 10, 1941, as heretofore amended, as follows:

- Item 1 By replacing Section III-A, 1. under the Schedule of Uses in its entirety as follows:**
 - 1. Residential, subject to Special Condition 4 of Section III-B**
- Item 2 By replacing the parenthetical in Section 4.22 under Section III-A with “(Subject to Special Condition 4 and Special Condition 7 of Section III-B)”**
- Item 3 By replacing Special Condition 4. under Section III-B in its entirety as follows:**
 - 4. No dwelling unit shall be leased or rented for a period of less than 30 consecutive days.**

**ARTICLE 31
AMEND ZONING BY-LAW: STORAGE OF UNREGISTERED VEHICLES**

Will the Town amend the Zoning By-Law of the Town of Hingham, adopted March 10, 1941, as heretofore amended, as follows:

By amending Section III-A Schedule of Uses to include the following new subsets under section 1.8:

“1.8.10 Outdoor storage of not more than one unregistered vehicle”, to be permitted in all zoning districts; and

“1.8.11 Outdoor storage of two or more unregistered vehicles, provided, however that such vehicles shall be screened from public view”, to be allowed by Special Permit A1 in all zoning districts.

And further will the Town vote to amend the General By-laws of the Town of Hingham, adopted March 13, 1939, as heretofore amended, as follows:

By deleting Section 35 of Article 10 of said General By-laws and by amending Section 36 of Article 10 of said General By-laws to now become Section 35.

Or act on anything related thereto?

(Inserted at the request of the Planning Board)

COMMENT: This Article proposes to amend the Zoning By-law of the Town of Hingham to address outdoor storage of unregistered vehicles. Currently, outdoor storage of unregistered vehicles is not addressed by the Zoning By-law, but by the General By-laws of the Town of Hingham. Section 35 of Article 10 of the General By-laws requires permission of the Select Board for storage of more than one unregistered vehicle. As a practical matter, property owners rarely seek such permission and the criteria for such permission are unclear.

Although the General By-laws contain enforcement provisions in Article 10, Section 35 for property owners without such permission, those provisions have proved to be unenforceable based on current Massachusetts case law. The Massachusetts Supreme Judicial Court has held that General By-laws that leave authorization regarding regulation of unregistered vehicles to the unrestrained discretion of a Select Board are invalid. Town Counsel, therefore, has advised that the matter of storage of unregistered vehicles should be addressed in the Town Zoning By-law, with storage of one unregistered vehicle allowable by right in all districts, and storage of two or more unregistered vehicles to be allowed in all districts by Special Permit A1. Special Permit A1 already has existing

approval criteria, well documented, and settled, for the issuance of such permits. Administration of the Special Permit would be by the Zoning Board of Appeals. Enforcement would be by the Building Commissioner under Section I-C, which is also already clear and settled as a matter of law. Article 10, Section 35 of the General By-laws is proposed to be deleted, as with the proposed amendment to the Zoning By-law, the language under the General By-laws becomes unnecessary.

Approval of this Article requires a two-thirds vote by Town Meeting.

The Advisory Committee and the Planning Board voted unanimously in favor of this Article.

RECOMMENDATION: That the Town vote to amend the Zoning By-Law of the Town of Hingham, adopted March 10, 1941, as heretofore amended, as follows:

By amending Section III-A Schedule of Uses to include the following new subsets under section 1.8:

“1.8.10 Outdoor storage of not more than one unregistered vehicle”, to be permitted in all zoning districts; and

“1.8.11 Outdoor storage of two or more unregistered vehicles, provided, however, that such vehicles shall be screened from public view”, to be allowed by Special Permit A1 in all zoning districts.

And further that the Town vote to amend the General By-laws of the Town of Hingham, adopted March 13, 1939, as heretofore amended, as follows:

By deleting Section 35 of Article 10 of said General By-laws and by amending Section 36 of Article 10 of said General By-laws to now become Section 35

ARTICLE 32 AMEND ZONING BY-LAW: DOWNTOWN HINGHAM OVERLAY DISTRICT

Will the Town amend the Zoning By-Law of the Town of Hingham, adopted March 10, 1941, as heretofore amended, by replacing the second sentence under Section III-G,6.b.(ii) with the following:

“A permitted commercial use shall be those uses permitted under Section III-G,4. above, but excluding parking areas, except as specifically provided in subsection 7.a. below;

Or act on anything related thereto?

(Inserted at the request of the Planning Board)

COMMENT: This Article seeks to clarify an existing By-law provision by eliminating an obsolete reference to a previously amended subset (4.18) of Section III-A Schedule of Uses to correctly reference parking areas under the Eligibility Requirements for a Commercial/Residential Building within the Downtown Hingham Overlay District (DHOD). Section III-A, 4.18 once allowed a “Parking area for employees, customers, or guests of a use abutting or across the street from it, provided that service operations are not performed at the parking area” upon the issuance of a Special Permit A2 (a permit administered by the Zoning Board of Appeals). In 2006, the Town amended the Zoning By-law to make the Planning Board the special permit granting authority for parking-related decisions, including the authority under Section V-A to allow “parking on a contiguous parcel or on a parcel across the street” by Special Permit A3. In 2019, the placeholder use code under Section III-A, 4.18 was amended to regulate “Retail Sale of Alcoholic Beverages.” The carryover reference to Use 4.18 in the Downtown Hingham Overlay District is intended to refer to parking areas, not retail sales of alcoholic beverages. This Article eliminates the outdated reference in a manner consistent with the intent of the By-law.

Approval of this Article requires a two-thirds vote by Town Meeting.

The Advisory Committee and the Planning Board voted unanimously in support of this Article.

RECOMMENDED: That the Town amend the Zoning By-Law of the Town of Hingham, adopted March 10, 1941, as heretofore amended, by replacing the second sentence under Section III-G,6.b.(ii) with the following:

“A permitted commercial use shall be those uses permitted under Section III-G,4. above, but excluding parking areas, except as specifically provided in subsection 7.a. below;”

**ARTICLE 33
AMEND ZONING BY-LAW: HINGHAM HARBOR OVERLAY DISTRICT**

Will the Town amend the Zoning By-Law of the Town of Hingham, adopted March 10, 1941, as heretofore amended, as follows:

- Item 1 Amend Section III-H, 5.c. to replace the first sentence with the following: “For all parcels within the Overlay District, the offsite parking provisions under Section V-A,2. are modified as follows:”

- Item 2 Amend Section III-H,5. to insert the following new subsection e:
 - e. Seawalls, embankments or other coastal defense structures are permitted uses within the Overlay District, subject to the requirements of Section III-C.and resequence the existing subsection e. to subsection f.

- Item 4 Amend Section III-H,6. to insert a new subsection d. that reads: “Notwithstanding the foregoing provisions of this subsection 6, seawalls, embankments or other coastal defense structures shall be exempt from the dimensional requirements of the Overlay District and Section VI-A, regardless of the underlying zoning district.

Or act on anything related thereto?

(Inserted at the request of the Planning Board)

COMMENT: Similarly to Article 32, Section III-H,5c which relates to the Hingham Harbor Overlay District cross references a now outdated Section III-A, 4.18, which once allowed a “Parking area for employees, customers, or guests of a use abutting or across the street from it, provided that service operations are not performed at the parking area” upon the issuance of a Special Permit A2, which is a permit administered by the Zoning Board of Appeals. In 2006, the Town amended the Zoning By-law to make the Planning Board the special permit granting authority for parking-related decisions, including the authority under Section V-A to allow “parking on a contiguous parcel or on a parcel across the street” by Special Permit A3. In 2019, the placeholder use code under Section III-A, 4.18 was amended to regulate “Retail Sale of Alcoholic Beverages.” The carryover reference to Use 4.18 in the Hingham Harbor Overlay District is intended to refer to parking areas, not retail sales of alcoholic beverages. This Article eliminates the outdated reference in a manner consistent with the intent of the By-law.

Separately, the existing By-law regarding the Hingham Harbor Overlay District does not currently allow for seawalls, embankments, or other coastal defense structures by right. Because such structures are necessary for protecting the area from tidal effects and because such structures tend to appear near side and rear property lines, particularly for wharf areas, this Article proposes to clarify that such structures are permitted by right. Further, such structures are not subject to dimensional requirements of the Overlay District, or the underlying zoning districts, as they necessarily may exceed such dimensional requirements as a protective measure. Reference in the Article to dimensional requirements under Section VI-A is in error, the correct reference is to Sections IV-A and IV-B and the reference is corrected in the Recommended Motion.

Coastal defense structures would still be subject to applicable regulations of the Floodplain Protection Overlay District under Section III-C of the By-law, which is administered by the Building Commissioner and the Zoning Board

of Appeals. Depending on the level of disturbance proposed in connection with a coastal defense project, Site Plan Approval from the Planning Board under Section I-I of the By-law may also be required. Finally, all coastal engineering structures are likely to be subject to review by the Conservation Commission under state and local wetland regulations.

Approval of this Article requires a two-thirds vote by Town Meeting.

The Advisory Committee and the Planning Board voted unanimously in favor of this Article.

RECOMMENDED: That the Town vote to amend the Zoning By-Law of the Town of Hingham, adopted March 10, 1941, as heretofore amended, as follows:

Item 1 Amend Section III-H,5.c. to replace the first sentence with the following: “For all parcels within the Overlay District, the offsite parking provisions under Section V-A,2. are modified as follows:”

Item 2 Amend Section III-H,5. to insert the following new subsection e:

“e. Seawalls, embankments or other coastal defense structures are permitted uses within the Overlay District, subject to the requirements of Section III-C.”

and re-sequence the existing subsection e. to subsection f.

Item 3 Amend Section III-H,6. to insert a new subsection d. that reads: “d. Notwithstanding the foregoing provisions of this subsection 6, seawalls, embankments or other coastal defense structures shall be exempt from the dimensional requirements of the Overlay District and Section IV-A and IV-B, regardless of the underlying zoning district.”

ARTICLE 34

AMEND ZONING BY-LAW: ELECTRIC VEHICLE CHARGING PARKING REQUIREMENTS

Will the Town amend the Zoning By-Law of the Town of Hingham, adopted March 10, 1941, as heretofore amended, as follows:

Item 1 Amend Section V-A by replacing in its entirety Note d. to the Off-Street Parking Requirements with the following:

d. No space reserved for any person, tenant, activity or purpose shall be included to satisfy the parking requirement with the following exceptions:

(i) Spaces reserved for “visitor” or “customer” parking; and

(ii) Spaces equipped with electric vehicle charging stations or infrastructure to make spaces compatible with future electric vehicle charging.

Item 2 Amend Section V-A, 5. Design Standards by inserting a new subsection p. as follows:

p. Parking lots containing 20 or more parking spaces shall provide infrastructure to make a minimum of 25 percent of the spaces compatible with electric vehicle charging and a minimum of 10 percent shall be equipped with electric vehicle charging stations.

Or act on anything related thereto?

(Inserted at the request of the Planning Board)

COMMENT: This Article asks if the Town will amend the provisions of Zoning By-Law Section V-A Off-Street Parking Requirements to require the installation of electric vehicle (EV) charging stations or infrastructure for future charging stations for all moderate or large parking lots. This Article would also allow parking spaces reserved for electric vehicle charging to qualify toward the minimum parking requirement for the use of the property. Presently, the Zoning By-law does not allow spaces reserved for a particular purpose to count toward minimum parking requirements. The Article would eliminate the need for a special permit to restrict spaces to electric vehicles. The updated By-law requiring EV infrastructure will only be applicable to newly constructed or redeveloped parking areas that have 20 or more parking areas. It will not be triggered by resurfacing or repainting a parking lot.

In August 2022, Massachusetts enacted An Act Driving Clean Energy and Offshore Wind; this legislation is aimed at moving Massachusetts toward its goal of net-zero greenhouse gas emissions by 2050. One provision of the Act requires all new vehicles sold in Massachusetts to be electric vehicles or hydrogen-powered by 2035. The sales of electric vehicles are significantly increasing each year. In its December 2021 sales report, Ford Motor Company showed a 121.1% increase in total EV sales compared to 2020 while its December 2022 sales report indicated a 222.6% increase over 2021. With the increase in electric vehicles, there is a need for a greater number of parking spaces with EV charging stations. Greater access to EV charging stations also may stimulate the use of electric vehicles. There are currently three locations with charging stations in Hingham: the Station Street parking lot, the South Shore Country Club, Carlson Field and one station soon to be installed at Lynch Field.

By Vote under Article 15 of the 2021 Town Meeting, the Town committed to take action to achieve a zero sum of carbon emissions produced and taken out of the atmosphere (i.e., “net zero” carbon emissions) by the year 2040 or another target date deemed feasible. The Town of Hingham Master Plan Section 5, Sustainability, Water and Energy, includes a recommendation to “Consider an addition to the Zoning By-Law to require EV charging stations at commercial developments”. The draft Climate Action Plan for the Town includes a near-term action plan of installing EV charging stations in various locations including business, municipal, and public parking lots. This By-law Amendment is a meaningful step towards attaining Hingham’s goal of net-zero greenhouse gas.

There are three types of EV charging stations available to property owners. While the Amendment does not specify the level of charging station required for a particular parking lot with greater than 20 spaces, Level 1 is likely only appropriate for residential use. The two types of EV charging stations more appropriate for public parking lots are:

- Level 2, the most common application, provides charging using 208 volt electrical service in most commercial settings. It provides approximately 25 miles of range per 1 hour of charging.
- Level 3 is direct current charging equipment that provides much faster charging of approximately 100 to 200 miles of range per 30 minutes of charging.

The cost of installing an EV charger varies based on the type of charger, the manufacturer, and the site work required. A level 2 charger ranges from \$1,000-\$4,000 per port. The cost of a level 3 EV charger can range from \$30,000 to \$75,000. There are additional costs which may include installing a pedestal, software, number of bollards, painting, and signage.

The Massachusetts Department of Environmental Protection (“MassDEP”) is offering several rolling grant programs aimed at making EV charging stations more widely available across Massachusetts. MassDEP accepts applications on a first-come, first-served basis until all available funding is spent. MassDEP is not projecting how quickly the funds will be expended.

The Massachusetts Electric Vehicle Incentive Program (“MassEVIP”) Public Access Charging Program provides incentives for property owners or managers with publicly accessible parking to acquire and install Level 2 EV charging stations.

- Government-owned locations: MassDEP funds up to 100 percent of the hardware and installation costs to a maximum of \$50,000 per street address.
- All other locations: The agency funds up to 80 percent of the hardware and installation costs to a maximum of \$50,000 per street address.

A MassEVIP participant can charge a fee to use the charging station, but it must be available to all EV drivers without restrictions based on network membership or subscription (e.g., allow credit card payment without login).

MassEVIP Multi-Unit Dwelling & Educational Campus Charging Station grants provide an incentive for property owners or managers to acquire and install Level 1 and Level 2 EV charging stations. Multi-unit dwellings with five or more residential units and educational campuses with at least 15 students on site are eligible. MassDEP funds up to 60 percent of the hardware and installation costs to a maximum of \$50,000 per street address.

Other incentives, federal and private, may be available, including the §30C Alternative Fuel Infrastructure Federal Tax Credit which gives qualifying businesses a 30% tax credit, up to \$100,000, on their federal tax return for the purchase and installation of EV charging infrastructure.

The Recommended Motion includes the clarification provided by the Planning Board that this Article is applicable to new or redeveloped parking lots.

Approval of this Article requires a two-thirds vote by Town Meeting.

The Advisory Committee and the Planning Board voted unanimously in support of this Article.

RECOMMENDED: That the Town vote to amend the Zoning By-Law of the Town of Hingham, adopted March 10, 1941, as heretofore amended, as follows:

Item 1 Amend Section V-A by replacing in its entirety Note d. to the Off-Street Parking Requirements with the following:

d. No space reserved for any person, tenant, activity or purpose shall be included to satisfy the parking requirement with the following exceptions:

- (i) Spaces reserved for “visitor” or “customer” parking; and**
- (ii) Spaces equipped with electric vehicle charging stations or infrastructure to make spaces compatible with future electric vehicle charging.**

Item 2 Amend Section V-A, 5. Design Standards by inserting a new subsection p. as follows:

p. Parking lots containing 20 or more parking spaces shall provide infrastructure to make a minimum of 25 percent of the spaces compatible with electric vehicle charging and a minimum of 10 percent shall be equipped with electric vehicle charging stations.

**ARTICLE 35
ACCEPTANCE OF EASEMENTS**

Will the Town authorize, but not require, the Select Board to accept grants of easements for streets, water, drainage, sewer and utility purposes or any public purpose on terms and conditions the Board deems in the best interest of the Town, or act on anything relating thereto?

(Inserted by the Select Board)

COMMENT: The Town benefits from many easements over private property throughout Hingham. From time to time, the Town, particularly its Department of Public Works, requires new easements in order to complete roadway and other public works projects. At times, the Town receives requests from private property owners to relocate easements held by the Town on their property. Under Massachusetts law, Town Meeting approval is required for the Select Board to accept such easements. This Article would allow the Select Board to accept such easements during the coming year and thus avoid potentially expensive delays and inconvenience to projects that benefit the Town. This Article is intended solely to cover easements voluntarily granted to the Town and would not allow the Select Board to accept easements that require funds to acquire them. Furthermore, the authority conferred by this

Article is not unlimited in time; it is limited to the coming fiscal year. If continuing authority is required, the next Annual Town Meeting may be asked to approve it.

The Advisory Committee and the Select Board voted unanimously in support of this Article.

RECOMMENDED: That the Town authorize, but not require, for a period through the end of Fiscal Year 2024, the Select Board to accept grants of easements for purposes of streets, sidewalks, or pedestrian walkways, or water, drainage, sewage, or utility facilities on terms or conditions that the Board deems in the best interests of the Town.

REPORT OF THE CAPITAL OUTLAY COMMITTEE

I. OVERVIEW

The Capital Outlay Committee (“COC”) is charged with:

- A. Ascertaining the capital outlay requirements of various Town departments, boards, and committees over the next five years. Capital assets considered by COC typically have a useful economic life of more than five years and cost more than \$15,000 or are otherwise classified as fixed assets on the Town's financial statements.
- B. Analyzing and evaluating proposed capital expenditures for all Town departments, boards, and committees and making recommendations to the Select Board and the Advisory Committee (“Advisory”). COC recommendations are developed as follows:
 - 1. Departments submit requests for the next five years
 - 2. COC reviews requests with the department heads, boards, and committees
 - 3. Needs are determined and possible alternatives are discussed
 - 4. COC makes its recommendations to Select Board and Advisory
 - 5. Select Board accepts, alters, or rejects COC’s recommendations and forwards them to Advisory
 - 6. Advisory makes the final capital recommendations to Town Meeting

COC reviewed the capital requests from the various Town departments for Fiscal Year 2024 (FY24) and herein submits its recommendations for FY24, as well as general projections of capital needs for the subsequent four fiscal years.

COC’s recommendations for FY24 are based on the assessment of need. Capital items, for the most part, consist of the Town’s infrastructure and the equipment to support that infrastructure. Over the long run, most capital spending on infrastructure is not discretionary. The Five-Year Capital Plan includes all proposed capital projects, including buildings and capital equipment that may require funding via borrowing or other sources.

At the start of the budget process, each department was requested to produce a realistic five-year capital outlay plan. The plan was compared to the prior year’s five-year capital outlay plan and departments were asked to explain significant changes.

FY24 Capital recommendations by Funding Sources are summarized below:

	<u>COC</u>
Tax Levy	\$2,797,477
Proposition 2 1/2 Override: FY24 Budget Increase*	\$500,000
Available Reserves/Excess FY22 Ambulance Receipts	\$404,000
Municipal Waterways Fund (Harbormaster)	\$144,000
User Rates/Charges	\$6,394,000
Warrant Articles*	\$1,531,945
Total:	\$11,771,422

*To be voted on at this Annual Town Meeting

II. NOTABLE RECOMMENDATIONS

Below are the notable COC recommendations for FY4 (see the FY24 Five-Year Capital Plan for full detail by department):

Police Department

\$138,658 for two Chevy Tahoe K-9 patrol vehicles

Fire Department

\$477,957 to replace the 2013 Medic ambulance (\$404,000 funded from FY22 excess ambulance receipts)

Public Works - Highway/Tree & Park/Engineering

\$298,000 to replace a 2011 International catch basin cleaner

\$300,000 to replace a 2014 bucket truck

\$230,000 to replace a 2014 International dump truck with sander and plow

\$125,000 to replace a 2001 sewer rodder truck

School Department

In accordance with Massachusetts General Law, Chapter 71, Section 34, the total capital appropriations made to the School Department are under the School Committee’s authority and can be allocated to capital expenditures at the Committee’s discretion. As such, the COC’s capital recommendations for the School Department can be reallocated to other capital expenditures as ultimately determined by the School Committee.

Proposition 2½ Override: FY24 Budget Increase

The \$500,000 Capital Outlay budget increase included in the proposed Proposition 2½ operational override of will be used to fund the following FY2024 capital requests. This override proposal including capital outlay budget increase is subject to approval at both Annual Town Meeting on April 24, 2023 and on the ballot at the Annual Town Election on April 29, 2023. Refer to the 2023 Town Meeting Warrant for additional information.

Department	Request	FY2024
191 GRAND ARMY MEMORIAL HALL	Exterior Repairs: Windows, Wood, & Painting	\$94,000
210 POLICE DEPARTMENT	Police Utility Truck (2018)	\$67,000
420 DPW/HIGHWAY/TREE & PARK/ENG	Trackless Municipal Tractor #29	\$124,000
300 SCHOOL DEPT: HIGH SCHOOL	Mobile Phone Signal Boosters (new)	\$100,000
300 SCHOOL DEPT: SCHOOL SYSTEM WIDE	School Transport Van #124	\$115,000
Total FY24 Budget Increase		\$500,000

III. LONG-RANGE CAPITAL PLANNING

Capital funding is required for operating assets, building infrastructure subsystems, and new buildings and facilities:

- Operating Assets: The primary funding source for the Five-Year Capital Plan included with this report is the Tax Levy, which comes from the Operating Budget. Since these funds are limited, historically, the Five-Year Capital Plan has focused on operating assets such as information technology, security, vehicles, equipment, public safety, and some building infrastructure (major repairs, replacements, and upkeep).
- Building Infrastructure Subsystems: The Town has yet to embrace past COC recommendations for a Study of Town-Owned Buildings and Facilities. This study will provide an inventory of all key components in existing Town buildings and facilities, identifying the current age and condition of each subsystem, which will result in a long-term replacement plan of 10 to 20 years. This will

provide Town management and citizens a more proactive quantitative and qualitative approach to the Town’s capital requirements. Some of these subsystem replacements are included in operating asset funding, but this is usually when the component is experiencing significant failure and in desperate need of replacement. COC realizes that some of this is due to budget limitations but the Town must identify and plan for these expenditures in advance.

- **New Buildings and Facilities:** Funding for larger building and infrastructure capital projects is typically requested through a Warrant Article since project amounts exceed the COC’s operating funding capacity. They are funded by sources other than the Tax Levy (Borrowing, Available Reserves, etc.) and require approval at Town Meeting. Over the last few years, as several major projects have been proposed, COC determined that the best practice for reporting and disclosure is as follows:
 - If a project is at the Feasibility Study stage, then only the study amount will be included on the Five-Year Capital Plan with a footnote about the project since including the actual project presumes it will proceed.
 - If a project is at the Design & Bid stage, then an estimated project cost will be included, if reasonably determinable, on the Five-Year Capital Plan. A footnote may be included to provide additional information.
 - If a project is at the Renovation/Construction stage, then the project cost will be included on the Five-Year Capital Plan. A footnote may be included to provide additional information.
 - If a project is being contemplated but it is too premature for estimates, then a footnote will be included describing the project and the amount will be “To Be Determined”.

Note: All large-scope projects of this nature would likely be accompanied by a Warrant Article and subject to approval at Annual Town Meeting.

If a project is in the pre-feasibility stage or in between the above stages, it may create a reporting gap. In an effort to close this gap and provide a more long-term and complete picture of the Town’s capital needs, COC is including the following summary of building and facility needs by department:

2023 Annual Town Meeting - Capital Project Warrant Articles:

<u>Department</u>	<u>Warrant Article*</u>	<u>Need</u>	<u>Cost Estimate</u>
Sewer Commission	Route 3A Sewer Project	Design/Engineering of main sewer line	\$900,000
Harbor Development Committee	Inner Harbor Coastal Structures	permitting and design of Inner Harbor Coastal Structures	\$360,000
Recreation Department	Basketball Court at Cronin Field	Reconstruction of basketball court	\$178,945 ^a
Select Board	Tree & Park Barn	Restore and paint exterior envelope	\$93,000 ^a
		TOTAL	<u>\$1,531,945</u>

*Refer to specific warrant articles for additional information

^aCommunity Preservation Act (CPA) to fund full cost and subject to Town Meeting approval

Large Capital Project Outlook:

<u>Department</u>	<u>Need</u>	<u>Preliminary Estimate</u>
Fire Department	New South Fire Station	To Be Determined
Fire Department	Fire Engine Pumper (Engine 2006) replacement	\$800,000

Department	Need	Preliminary Estimate
Town Hall:		
Senior Center	Major renovation of existing Senior Center & Police Department space or new location	To Be Determined
Recreation Center	Major renovation of existing space or new building	To Be Determined
Harbor Improvements	Repair and restoration of Veterans Park and Barnes Wharves (may be offset by some grant money)	To Be Determined
Library	Building renovation and expansion	To Be Determined
Library	Parking lot renovation/expansion: design & construction	\$1,726,593
School Department:		
High School	Boiler replacement	\$2,639,536
High School	Expansion and renovation of Health and Wellness Center	To Be Determined
High School	New roof replacement	To Be Determined
South Elementary	New roof replacement	To Be Determined
Plymouth River Elementary	New roof replacement	To Be Determined
Recreation Commission	Town Wide Field/Court Renovations recommended by Athletic Field & Outdoor Court Improvement Study	To Be Determined*

Disclaimer: The amounts noted above are preliminary estimates and subject to significant change.

*See five-year capital plan, Recreation Commission section for detail of proposed projects and preliminary cost estimates.

IV. COMMENTS AND RECOMMENDATIONS

Several years ago, COC recommended that additional funds be made available in future years for replacement of capital items, in order to prevent a significant negative impact to the Town's capital base. The Town has made progress in increasing the funding available for capital items, with increasing amounts to capital over the last several years. Specifically, the Town has committed additional capital funding each year beginning in FY16, resulting in a capital outlay budget of \$2,800,000 in FY24. Beginning in FY24, the Town has committed to allocating any excess ambulance receipts from prior fiscal years to the capital budget for the cyclical replacement of ambulances. In addition, the Town proposes to set aside proceeds from the new auction process in a new Capital Stabilization Fund so that revenue from the sale of surplus supplies, vehicles, and equipment can be re-allocated for current capital needs. The creation of the Capital Stabilization Fund is subject to approval at Annual Town Meeting 2023.

This additional capital funding has helped but significantly more is necessary to appropriately fund the Town's ongoing capital needs. The backlog (capital plan years 2-5) of capital items (from the Tax Levy) has significantly increased over the last five years from \$14.9M in FY19 to \$25.5M in FY24. The Town's Financial Policy states capital expenditures (excluding those financed by debt or user rates/charges) should be between 3% and 6% (increased from 2% and 5% in December 2021) of the Town's Operating Budget. From FY15 to FY22, expenditures were at the low end but within the 2%-5% range; however, the estimated FY23 capital expenditure percentage of 2.75% is below the 3% recommended minimum. The FY24 capital funding was increased by \$404,000 of excess FY22 ambulance receipts and if the FY24 budget override is approved, an additional \$500,000 of capital funding will be available in FY24. These FY24 capital funding increases bring the FY24 capital budget within the Town's financial policy 3%-6% capital range and help catch up on previously deferred capital requests.

Adequate capital funding is necessary to properly manage replacement and maintenance of Town-owned assets. A lack of sufficient capital funding may result in increased repairs and ultimately higher costs

when those capital items are replaced. It is preferable to be proactive instead of risking the failure of one or more systems and spending more funds to remedy an emergency situation.

The Town must continue to increase capital funding in order to keep pace with the operating budget, allow for proper maintenance of the Town's significant capital base, and comply with the Town's Financial Policy. There are numerous building and renovation projects planned for the future and COC is concerned that while the Town may have the debt capacity to fund these projects, there will be an increased capital funding requirement to maintain assets, putting additional pressure on capital funding from the operating budget. The Town's long-term capital needs will continue to be discussed but we must balance our long-term needs with our current capital funding limitations.

Further, with an increase in the Town's capital base, there will be a greater need to establish a formal system to track and monitor building assets and subsystems. It is critical for the Town to accurately identify and quantify the ongoing capital needs of all Town-owned assets, including facilities and their related subsystems, so that these expenditures can be anticipated and included in long-range plans. COC continues to be concerned that expenses related to all capital assets of the Town have not been reflected in the Five-Year Capital Plan. This issue was first mentioned in the Report of the Capital Outlay Committee in the 2012 Warrant. Specifically, COC was concerned that major expenditures, such as the repair/refurbishment of all Town-owned real estate, were not in the capital budget. As a result, COC recommended an externally prepared comprehensive multi-phase Study of Town-Owned Buildings and Facilities and subsequently a Town Facilities Manager to oversee these assets. Neither recommendation has been adopted to date.

At a minimum, COC encourages the Town to develop a comprehensive survey of all components (e.g., roofs, windows, heating, ventilation, air conditioning, plumbing, etc.) of each facility. This information could be used to create a database containing the repair/replacement schedule for all facilities and the related subsystems. Town department heads and committees could use this data to understand the ongoing capital requirements related to the facilities for each year and to proactively manage the repair/replacement process on a comprehensive basis.

The Capital Outlay Committee thanks the Advisory Committee, Select Board, Town Administrator, Assistant Town Administrators, and Town department heads for their support. Their contributions are critical to the budget process, and we extend our appreciation for their dedication and hard work.

CAPTITAL OUTLAY COMMITTEE

Eric Valentine, Chair

Kevin Flaherty

Michael Donovan

Davalene Cooper, Advisory Committee

Jason Price, Advisory Committee

FY2024 Five-Year Capital Plan

Department/Category	FY2024	FY2025	FY2026	FY2027	FY2028
122 SELECT BOARD:					
Tree & Park Barn - Exterior Refurbishment & Painting (Footnote #1)	\$93,000	\$10,000	\$10,000	\$10,000	\$10,000
Harbor Development Committee: Inner Harbor Coastal Structures - Permitting & Design (Footnote #9)	\$360,000	\$0	\$0	\$0	\$0
TOTAL SELECT BOARD	\$453,000	\$10,000	\$10,000	\$10,000	\$10,000
137 INFORMATION TECHNOLOGY:					
Information Technology Assets (20% replacement)	\$116,000	\$120,000	\$125,000	\$130,000	\$135,000
Phone System (Qty. 200) (replacement)		\$200,000	\$0	\$0	\$0
Storage Expansion (new)				\$180,000	\$0
TOTAL INFORMATION TECHNOLOGY	\$116,000	\$320,000	\$125,000	\$310,000	\$135,000
171 BARE COVE PARK:					
Building 80: Steel Roof (replacement)		\$350,000	\$0	\$0	\$0
Green Dock House Museum: Electrical Interface (new)		\$10,000	\$0	\$0	\$0
TOTAL BARE COVE PARK	\$0	\$360,000	\$0	\$0	\$0
191 GRAND ARMY MEMORIAL HALL					
Exterior Repairs: Windows, Wood, & Painting (replacement) (Footnote #2)	\$94,000	\$0	\$0	\$0	\$0
TOTAL GRAND ARMY MEMORIAL HALL	\$94,000	\$0	\$0	\$0	\$0
192 TOWN HALL:					
Town Hall (general renovations & repairs)	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Heat Pumps (2, 2, 2, 2) (replacement)	\$12,000	\$15,000	\$20,000	\$20,000	\$20,000
Heat Pump (10-ton) for Auditorium (replacement)	\$27,000	\$0	\$0	\$0	\$0
Elevator Door Operators (2) (replacement)	\$40,000	\$0	\$0	\$0	\$0
Parking Lot & Driveway (replacement)		\$100,000	\$0	\$0	\$0
Carpeting: Select Board & School Dept. (FY24); Accounting & Building Depts. (FY26) (replacement)		\$14,000	\$50,000	\$0	\$0
Bathroom (4): (partition/fixtures & vanities) (replacement)			\$75,000	\$0	\$0
Painting Exterior (2017) (replacement)				\$100,000	\$0
HVAC Control Panel (replacement)				\$45,000	\$0
Roof: (Town Hall Partial, Recreation & Senior) (replacement)					\$300,000
TOTAL TOWN HALL	\$104,000	\$154,000	\$170,000	\$190,000	\$345,000
210 POLICE DEPARTMENT:					
Ballistic Protection: Bullet Proof Vests (17) (17) (17) (17) (17) (replacement)	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000
K-9 Patrol Vehicles: Chevy Tahoe (2) (2018/2019) (replacement)	\$138,658	\$0	\$0	\$0	\$0
Police Utility Truck (2018) (replacement) (Footnote #2)	\$67,000	\$0	\$0	\$0	\$0
Mobile Radios: In-vehicle (5) (replacement)		\$20,000	\$0	\$0	\$0
Patrol Vehicles: Ford Hybrid Interceptors (0) (5) (5) (5) (5) (replacement)		\$285,000	\$289,000	\$289,000	\$289,000
All Terrain Response Quad/ATV (new)		\$35,000	\$0	\$0	\$0
Ballistic Protection: Firearm Shields (new)		\$38,000	\$0	\$0	\$0
Automated External Defibrillators (AED) (25) (replacement)			\$50,000	\$0	\$0

Department/Category	FY2024	FY2025	FY2026	FY2027	FY2028
Firearms: Less Lethal 40mm Rifles (5) (new)			\$10,000	\$0	\$0
Ballistic Protection: Rifle Plate Carriers (new)			\$12,500	\$0	\$0
Radars: In-vehicle (25) (replacement)				\$75,000	\$0
Ballistic Protection: Rifle Shields (new)				\$11,000	\$0
Firearms: Patrol Rifles (25) (replacement)					\$50,000
Animal Control Incinerator (new)					\$20,000
TOTAL POLICE DEPARTMENT	\$222,658	\$395,000	\$378,500	\$392,000	\$376,000
<u>295 HARBORMASTER:</u>					
Jet Dock: Marine I (new)	\$56,000	\$0	\$0	\$0	\$0
Vehicle: Ford Interceptor (2017) (replacement)	\$63,000	\$0	\$0	\$0	\$0
CCTV Cameras, VMS, Servers (2016) (replacement)	\$25,000	\$0	\$0	\$0	\$0
Marine IV: Shallow Water Boat (new)		\$55,000	\$0	\$0	\$0
Boat Repower/Engines (2-Marine II) (2-Marine I) (replacement)		\$50,000	\$0	\$105,000	\$0
Marine III: Pump out Boat (2006) (replacement)			\$100,000	\$0	\$0
TOTAL HARBORMASTER	\$144,000	\$105,000	\$100,000	\$105,000	\$0
<u>220 FIRE DEPARTMENT:</u>					
Turnout Gear: (16 sets per year) (replacement)	\$50,000	\$55,000	\$55,000	\$55,000	\$55,000
Fire Hydrants & Hose (replacement)	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Ambulance: Ford F-550 (Medic 2013A) (replacement)	\$477,957	\$0	\$0	\$0	\$0
Command Vehicle: Ford Explorer-Hybrid (C-2013B) (replacement)	\$70,000	\$0	\$0	\$0	\$0
Fire Engine: Pumper (Engine 2006) (replacement)		\$800,000	\$0	\$0	\$0
Forest Utility Truck: Ford F-350 (Utility 2011) (replacement)		\$250,000	\$0	\$0	\$0
Fire Alarm Wire Removal		\$35,000	\$0	\$0	\$0
Command Vehicle: Ford Explorer-Hybrid (C-2016) (replacement)		\$70,000	\$0	\$0	\$0
Station 1 Mezzanine/App. Door (new/replacement)		\$40,000	\$0	\$0	\$0
Station 1 Painting/Carpet (replacement)		\$40,000	\$0	\$0	\$0
Station 1 Foundation/Landscape repair		\$30,000	\$0	\$0	\$0
Station 1 Lighting/Electrical (replacement)		\$25,000	\$0	\$0	\$0
Station 1 Water Damage Repair (replacement)		\$25,000	\$0	\$0	\$0
Station 3 Exterior Sign (replacement)		\$10,000	\$0	\$0	\$0
Station 3 Interior Wall Repair (replacement)		\$50,000	\$0	\$0	\$0
Station 3 Exterior Paint/Wood (replacement)		\$25,000	\$0	\$0	\$0
Station 3 (South) Renovation/Replacement (Footnote #3)		TBD	\$0	\$0	\$0
Ambulance: Ford F-550 (Medic 2013B) (replacement)			\$544,870	\$0	\$0
Utility Truck: Ford F-250 (Utility 2016) (replacement)			\$85,000	\$0	\$0
Command Vehicle: Ford Explorer-Hybrid (C-2018) (replacement)			\$75,000	\$0	\$0
Station 3 Boiler (replacement)					\$110,000
Station 3 Electrical Upgrade (replacement)					\$100,000
Automated CPR Devices (4) (replacement)					\$80,000
TOTAL FIRE DEPARTMENT	\$637,957	\$1,495,000	\$799,870	\$95,000	\$385,000

Department/Category	FY2024	FY2025	FY2026	FY2027	FY2028
<u>299 PUBLIC WORKS:</u>					
<u>420 DPW/HIGHWAY/TREE & PARK/ENGINEERING:</u>					
#12 - IH 7400DT Catch Basin Cleaner (2011) (replacement)	\$298,000	\$0	\$0	\$0	\$0
#20 - Bucket Truck (2014) (replacement)	\$300,000	\$0	\$0	\$0	\$0
#11 - IH Dump w/Hinderson Sander w/Plow (2014) (replacement)	\$230,000	\$0	\$0	\$0	\$0
#29 - Trackless Municipal Tractor (currently John Deere F1148 (2005)) (replacement) (Footnote #2)	\$124,000	\$0	\$0	\$0	\$0
#01 - DPW Admin: Ford Explorer Hybrid (currently 2014 Chevy Tahoe) (replacement)	\$55,000	\$0	\$0	\$0	\$0
#44 - Sewer Rodder (2001) (replacement)	\$125,000	\$0	\$0	\$0	\$0
#23 - Elgin Sweeper (Pelican) (2011) (replacement)		\$300,000	\$0	\$0	\$0
#18 - Silverado 3500 4WD 1 Ton Dump w/P (2013) (replacement)		\$85,000	\$0	\$0	\$0
#26 - Chevrolet 2500 Quad Cab 4WD P/U w/Plow (2013) (replacement)		\$62,500	\$0	\$0	\$0
101/105 Hersey St. Roof (replacement)		\$150,000	\$0	\$0	\$0
101/105 Hersey St. Fence (replacement)		\$23,500	\$0	\$0	\$0
#50 - Gorman Rupp Trash Pump (2002) (replacement)		\$45,000	\$0	\$0	\$0
#52 - Drum Roller 1.5 Ton (2002) (replacement)		\$25,000	\$0	\$0	\$0
#49 - Debris/Leaf Loader (truck-mounted) (new)		\$3,342	\$0	\$0	\$0
#54 - Giant Leaf Blower (2002) (replacement)		\$13,000	\$0	\$0	\$0
#19 - IH 4300 SBA winch w/plow (2015) (replacement)		\$240,000	\$0	\$0	\$0
#08 - SFA 7400 Dump Truck (2013) (replacement)		\$230,000	\$0	\$0	\$0
#33 - 2000 Chevy Utility Body 3500 (Sign Truck) (replacement)		\$70,000	\$0	\$0	\$0
#37 - Chevrolet 2500 HD Pickup w/plow (2014) (replacement)		\$55,000	\$0	\$0	\$0
#35 - Compressor (2008) (replacement)		\$27,000	\$0	\$0	\$0
#27 - 2015 IH 4700 Dump 444E w/ Sander & Plow (replacement)			\$230,000	\$0	\$0
#24 - Bombardier Sidewalk Tractor (1993) (replacement)			\$175,000	\$0	\$0
#32 - Toro Groundsmaster 40010 Mower (2014) (replacement)			\$107,000	\$0	\$0
#51 - Gallon Roller 7/8 Ton (1996) (replacement)			\$25,000	\$0	\$0
#03 - 2015 Chevrolet 2500 HD P/U w/Plow (replacement)			\$62,500	\$0	\$0
#46 - Vermeer Stump Grinder 602 18 Ton (2013) (replacement)			\$89,000	\$0	\$0
#05 - 2016 IH 4990 Dump w/ Sander & Plow (replacement)				\$230,000	\$0
#16 - 2017 IH 7000 Dump w/ Plow (replacement)				\$230,000	\$0
#17 - Chevrolet 2500HD Quad Cab P/U w/Plow (2017) (replacement)				\$62,500	\$0
#39SB - Snow Blower 4150-SB (2003) (replacement)				\$10,000	\$0
#WS1 - Wright Sentor Mower (2008) (replacement)				\$10,000	\$0
#14 - IH 7400DP Dump w/ Sander & Plow (2008) (replacement)					\$230,000
#20T - Woodsman Chipper 770 (2018) (replacement)					\$98,000
#4 - Chevy 3500 4WD 1 Ton Dump w/Plow (2016) (replacement)					\$85,000

Department/Category	FY2024	FY2025	FY2026	FY2027	FY2028
#9 - Chevy 2500 HD P/U w/ Plow (2018) (replacement)					\$62,500
TOTAL DPW/HIGHWAY/TREE & PARK/ENGINEERING	\$1,132,000	\$1,329,342	\$688,500	\$542,500	\$475,500
430 TRANSFER STATION/RECYCLING:					
Trailer Tires (36 per year) & Undercarriage Repair (replacement)	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
#LC4 - Stationary Compacting Units (2000) (replacement)	\$30,000	\$0	\$0	\$0	\$0
#L37 - Mitsubishi Diesel Fork Truck (life extending repairs) (2003) (replacement)	\$5,000	\$5,000	\$0	\$0	\$0
Paper Compactor & Glass/Metal 40 Yard Container Cement Pads Rebuild (~1990) (replacement)		\$80,000	\$0	\$0	\$0
Paper Compactors #1 & #2 (2001) (replacement)		\$30,000	\$30,000	\$0	\$0
#L2 - Chevrolet 3500 1-Ton Dump (2016) (replacement)			\$85,000	\$0	\$0
#T9 - Open Top Trailer (2011) (replacement)				\$90,000	\$0
#T4 - Closed Top Aluminum Refuse Trailer (2013) (replacement) (Footnote #4)					\$90,000
TOTAL TRANSFER STATION/RECYCLING	\$60,000	\$140,000	\$140,000	\$115,000	\$115,000
440 SEWER COMMISSION:					
Service Replacements	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Pump Station (renovations & repairs) (various)	\$185,000	\$217,000	\$132,000	\$20,000	\$50,000
Inflow & Infiltration (I&I) Investigation and Remediation	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Route 3A Sewer Project: Design & Engineering (Footnote #8)	\$900,000	\$0	\$0	\$0	\$0
#S3 - Chevrolet P/U Utility Body w/Plow (2013) (replacement)	\$102,000	\$0	\$0	\$0	\$0
#S2 - Chevrolet P/U Utility Body w/Crane (2015) (replacement)			\$112,500	\$0	\$0
Night Soil Plant Building (demo & rebuild) (replacement)				\$478,000	\$0
Weir River Inflow & Infiltration Study					\$70,000
TOTAL SEWER COMMISSION	\$1,337,000	\$367,000	\$394,500	\$648,000	\$270,000
540 ELDER SERVICES:					
14-Passenger Minibus w 2 Wheelchair (2014) (replacement)		\$160,000	\$0	\$0	\$0
TOTAL ELDER SERVICES	\$0	\$160,000	\$0	\$0	\$0
610 LIBRARY:					
Computers (replacement 20%)	\$26,500	\$20,000	\$20,000	\$20,000	\$20,000
Furniture (replacement)	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Exterior Storage Shed (replacement)	\$20,000	\$0	\$0	\$0	\$0
Parking Lot (expansion) & Front Walkway (replacement) Design & Construction Docs (Footnote #5)		\$75,000	\$0	\$0	\$0
Parking Lot (expansion) & Front Walkway (replacement) (Footnote #5)		\$1,651,593	\$0	\$0	\$0
Bathroom Renovations/Repairs (7) (replacement)		\$200,000	\$0	\$0	\$0
Carpet (replacement)		\$280,000	\$0	\$0	\$0
Roof Trusses Phase 2: (repairs)			\$20,000	\$0	\$0
Feasibility Study/Building Renovation (new)			\$100,000	\$0	\$0
Cooling System (replacement & upgrade)			\$125,000	\$0	\$0
Single Pane Windows & Exterior Trim (replacement)			\$100,000	\$100,000	\$0

Department/Category	FY2024	FY2025	FY2026	FY2027	FY2028
Balcony Structural Repairs (2nd Floor) & AV Room Bump out (replacement)			\$100,000	\$100,000	\$0
Lighting Interior (replacement)			\$80,000	\$80,000	\$0
Landscaping Design & Upgrades			\$50,000	\$50,000	\$0
Exterior Wooden Door (replacement)			\$20,000	\$20,000	\$0
Septic System Design Review (replacement)			\$15,000	\$15,000	\$0
Generator Installation (new)					\$85,000
Children's Entry Stairway & Walkway (replacement)					\$50,000
TOTAL LIBRARY	\$66,500	\$2,246,593	\$650,000	\$405,000	\$175,000
630 RECREATION COMMISSION:					
Town Fields: Infield Renovation	\$65,000	\$67,000	\$69,000	\$71,000	\$73,000
Field & Fitness Equipment (replacement)	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Playground rehab (replacement)	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Cronin Field: Basketball Court (replacement) (Footnote #6)	\$178,945	\$0	\$0	\$0	\$0
HHS Irrigation Downing Street Tie-in	\$35,000	\$0	\$0	\$0	\$0
Field/Court: Pickleball Courts (8-12) (replacement) (Footnote #6)		\$1,450,000	\$0	\$0	\$0
Field/Court: High School Turf Field (replacement) (Footnote #6)		\$1,150,000	\$0	\$0	\$0
Field/Court: Hersey Accessibility Improvements (replacement) (Footnote #6)		\$460,000	\$0	\$0	\$0
Field/Court: Cronin/Haley Accessibility Improvements (replacement) (Footnote #6)		\$425,000	\$0	\$0	\$0
Field/Court: Plymouth River Basketball Court (replacement) (Footnote #6)		\$130,000	\$0	\$0	\$0
Field/Court: Kress Accessibility Improvements (replacement) (Footnote #6)			\$366,000	\$0	\$0
Field/Court: Plymouth River Softball Field (replacement) (Footnote #6)			\$225,000	\$0	\$0
Bradley Woods Field: Basketball Court (replacement)			\$105,000	\$0	\$0
Field/Court: Plymouth River Tennis Courts (replacement) (Footnote #6)				\$1,500,000	\$0
Cronin Field: Playground (replacement)				\$500,000	\$0
Field/Court: Carlson & Kress Basketball Courts (replacement) (Footnote #6)				\$230,000	\$0
Field/Court: Cronin Tennis Courts (replacement) (Footnote #6)					\$1,600,000
Field/Court: Margetts Field Accessibility Improvements (replacement) (Footnote #6)					\$500,000
Field/Court: Carlson Skate Park (replacement) (Footnote #6)					\$500,000
Powers Field: Backstop & Benches (replacement)					\$60,000
TOTAL RECREATION COMMISSION	\$323,945	\$3,727,000	\$810,000	\$2,346,000	\$2,778,000
720 COUNTRY CLUB:					
Golf Course Maintenance Equipment	\$115,000	\$151,000	\$160,000	\$235,000	\$38,000
Golf Course & Facility Improvements	\$150,000	\$0	\$0	\$0	\$0
Roof: Clubhouse & Bowling Alley (replacement)	\$300,000	\$0	\$0	\$0	\$0
Pool/Pro Shop Demolition		\$500,000	\$0	\$0	\$0
Electric Golf Carts (64) (replacement)			\$500,000	\$0	\$0
TOTAL SOUTH SHORE COUNTRY CLUB	\$565,000	\$651,000	\$660,000	\$235,000	\$38,000

Department/Category	FY2024	FY2025	FY2026	FY2027	FY2028
<u>730 WEIR RIVER WATER SYSTEM:</u>					
Water Main (replacement)	\$1,500,000	\$2,000,000	\$2,000,000	\$2,700,000	\$2,700,000
Water Treatment & Infrastructure Improvements	\$1,050,000	\$1,775,000	\$1,250,000	\$1,000,000	\$0
Water Storage Tank (Phase 1 & 2) (new)	\$2,500,000	\$2,500,000	\$0	\$0	\$0
Ford F-350 Utility-Maintenance Truck (2013) (replacement)	\$85,000	\$0	\$0	\$0	\$0
Service Van (replacement)	\$52,000	\$0	\$0	\$0	\$0
Assistant Superintendent Pick-up Truck (New)	\$60,000	\$0	\$0	\$0	\$0
Backhoe / Loader & Trailer (new)		\$135,000	\$0	\$0	\$0
Meter Replacement Program (Phase 1-3)		\$3,000,000	\$2,000,000	\$2,000,000	\$0
Water Storage Tank Rehabilitation			\$1,900,000	\$0	\$0
Service Van (replacement)			\$55,000	\$0	\$0
Emergency Repair Vehicle (replacement)				\$145,000	\$0
TOTAL WEIR RIVER WATER SYSTEM	\$5,247,000	\$9,410,000	\$7,205,000	\$5,845,000	\$2,700,000
<u>300 SCHOOL DEPARTMENT:</u>					
<u>EAST ELEMENTARY SCHOOL:</u>					
Playground: ADA compliant surface	\$55,779	\$0	\$0	\$0	\$0
Flag Pole Lighting		\$5,000	\$0	\$0	\$0
LED Lighting Upgrade		\$20,000	\$0	\$0	\$0
Mobile Phone Signal Boosters (new)			\$100,000	\$0	\$0
Stage Refinished					\$10,000
Building Repairs and Improvements		\$50,000	\$50,000	\$50,000	\$50,000
TOTAL EAST ELEMENTARY SCHOOL	\$55,779	\$75,000	\$150,000	\$50,000	\$60,000
<u>FOSTER ELEMENTARY SCHOOL:</u>					
New School Building (replacement) (Footnote #7)		\$0	\$0	\$0	\$0
TOTAL FOSTER ELEMENTARY SCHOOL	\$0	\$0	\$0	\$0	\$0
<u>HIGH SCHOOL:</u>					
BACnet IP BMS Communication System Parts (98 total) (replacement)	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Energy Management System: ONA Parts (replacement) (Yrs 7-11)	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Mobile Phone Signal Boosters (new) (Footnote #2)	\$100,000	\$0	\$0	\$0	\$0
Generator Tie-in for IT Rooms (new)	\$22,000	\$0	\$0	\$0	\$0
Lighting - Update Interior Lighting to LED (replacement)		\$20,000	\$20,000	\$20,000	\$20,000
Windows/Doors (replacement) (1 of 4 yrs)		\$30,000	\$30,000	\$30,000	\$0
Heat: Rooftop Air Handler (replacement) (1 of 3)		\$60,000	\$60,000	\$60,000	\$0
Roof (replacement)		TBD	\$0	\$0	\$0
Vape Detectors (30) (new)		\$25,000	\$0	\$0	\$0
Golf cart (athletics) (replacement)		\$8,500	\$0	\$0	\$0
Lawn Mower (replacement)		\$8,000	\$0	\$0	\$0
Building Repairs and Improvements		\$75,000	\$75,000	\$75,000	\$75,000
Unanticipated Major Repairs		\$25,000	\$25,000	\$25,000	\$25,000
Field & Grounds: Track Resurface (replacement)		\$300,000	\$0	\$0	\$0
Boiler Replacement - Heat - Feasibility Study		\$46,088	\$0	\$0	\$0
Boiler Replacement - Heat - Bidding and Construction			\$2,553,448	\$0	\$0
Building: Envelope (repairs)			\$75,000	\$0	\$0

Department/Category	FY2024	FY2025	FY2026	FY2027	FY2028
Boiler - Heat - Removal of Underground Oil Tank			\$40,000	\$0	\$0
FOB Stations/Access Control: Gym, Science, & Main Entrance Doors (3) (new)				\$51,549	\$0
Pavilion: Outdoor learning and alternative spaces (new)					\$500,000
Perimeter Fencing: Athletic Fields (2013) (replacement)					\$98,000
Floors: Refinish All Locker Room Floors					\$87,605
Sewer Grade Repair - Guidance office					\$80,000
Art Lab Countertops (replacement)					\$65,000
Wrestling Room Floor - (replacement)					\$53,662
Atrium Design: expand lunchroom seating					\$25,000
Concession Building: Roof (replacement)					\$20,000
Woodshop: Slop Sink (replacement)					\$10,000
Floors: VCT Throughout (replacement)					\$10,000
TOTAL HIGH SCHOOL	\$192,000	\$667,588	\$2,948,448	\$331,549	\$1,139,267
<u>MIDDLE SCHOOL:</u>					
Building Repairs and Improvements		\$30,000	\$30,000	\$30,000	\$30,000
Roof Ladder		\$9,500	\$0	\$0	\$0
Mobile Phone Signal Boosters (new)		\$100,000	\$0	\$0	\$0
Field Drainage			\$120,000	\$0	\$0
Tech & Working Lab Slop Sinks (new)					\$8,000
TOTAL MIDDLE SCHOOL	\$0	\$139,500	\$150,000	\$30,000	\$38,000
<u>PLYMOUTH RIVER ELEMENTARY SCHOOL:</u>					
Walls: Replace Accordion Walls w Permanent Structures (2, 2, 2) (replacement)	\$15,000	\$16,000	\$16,000	\$0	\$0
Sound System (replacement)	\$18,000	\$0	\$0	\$0	\$0
Security: CCTV Cameras (2) (new)		\$51,186	\$0	\$0	\$0
Restore Restroom Floors (10) (replacement)		\$42,000	\$0	\$0	\$0
Lighting - Update Interior Lighting to LED (replacement)		\$15,000	\$0	\$0	\$0
Building Repairs and Improvements		\$50,000	\$50,000	\$50,000	\$50,000
Mobile Phone Signal Boosters (new)			\$100,000	\$0	\$0
Security: Thumb Locks on Interior Doors (new)			\$19,850	\$0	\$0
Flag Pole Lighting (new)			\$5,000	\$0	\$0
FOB Stations/Access Control: Café Door 30 Double Doors (new)				\$9,800	\$0
FOB Stations/Access Control: IT Room (new)				\$20,000	\$0
Roof (replacement)				TBD	\$0
Security Vestibule/Office/Library Redesign (replacement)					\$80,000
Emergency Generator (new)					\$58,500
Exterior - Cement Pole Repair					\$38,000
Synchronized Clock System Tie In					\$10,000
Widen Paved Bus Loop					\$8,000
TOTAL PLYMOUTH RIVER ELEMENTARY SCHOOL	\$33,000	\$174,186	\$190,850	\$79,800	\$244,500
<u>SOUTH ELEMENTARY SCHOOL:</u>					
BACnet IP BMS Communication System Upgrades (2 of 3) (replacement)	\$40,000	\$40,000	\$40,000	\$0	\$0
HVAC: Rooftop Air Handler (replacement)	\$160,000	\$0	\$0	\$0	\$0

Department/Category	FY2024	FY2025	FY2026	FY2027	FY2028
Add loads to existing generator	\$38,588	\$0	\$0	\$0	\$0
Lighting - Update Interior Lighting to LED		\$20,000	\$0	\$0	\$0
Hydration Station (new)		\$10,000	\$0	\$0	\$0
Building Repairs and Improvements		\$50,000	\$50,000	\$50,000	\$50,000
Building Envelope (repairs)		\$50,000	\$0	\$0	\$0
Door Hardware: Exterior (replacement)		\$30,000	\$0	\$0	\$0
Door Hardware: Interior (replacement)			\$10,000	\$0	\$0
Roof (replacement)			TBD	\$0	\$0
Main Driveway Asphalt Paving (replacement)				\$175,000	\$0
Mobile Phone Signal Boosters (new)				\$100,000	\$0
Add Glycol to Heating System				\$10,000	\$0
Security: Build Security Entrance in Front Hallway (btw LMA & Office) (new)					\$20,000
AC Unit: 3rd Floor (1) (replacement)					\$11,000
Sand, Stain, & Repoly All Cabinets & Door Trim (replacement)					\$10,000
Gym: Ventilation - Ceiling Fans (4) (new)					\$8,000
TOTAL SOUTH ELEMENTARY SCHOOL	\$238,588	\$200,000	\$100,000	\$335,000	\$99,000
<u>SCHOOL SYSTEM WIDE:</u>					
Area Carpet/Flooring (replacement plan)	\$15,500	\$16,000	\$16,500	\$17,000	\$17,000
Copiers (2/year; 32 total units) (replacement)	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Instructional Equipment (replacement)	\$31,745	\$31,745	\$31,745	\$31,745	\$31,745
Technology - Baseline (replacement)	\$268,750	\$275,000	\$450,000	\$345,000	\$117,500
Technology - Major Infrastructure and Chromebook Replacements	\$273,000	\$0	\$0	\$0	\$0
Transportation - School Transport Van #124 (replacement) (Footnote #2)	\$115,000	\$56,650	\$58,350	\$60,100	\$63,100
Security - Additional Surveillance Cameras / Radio Replacements	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Vehicle - Maintenance Pick-up Truck - (replacement)		\$59,740	\$59,740	\$59,740	\$59,740
Maintenance Equipment - Non-Vehicle (replacement)		\$8,000	\$8,000	\$8,000	\$8,000
Security - Central Office Door Release (replacement)		\$13,000	\$0	\$0	\$0
Digital Radio System (replacement)		\$90,000	\$0	\$0	\$0
Energy Efficiency Projects		\$30,000	\$0	\$0	\$0
Roof repairs all buildings		\$50,000	\$50,000	\$50,000	\$50,000
Unanticipated Major Repairs		\$35,000	\$35,000	\$35,000	\$35,000
Technology - Enhancements & New Initiatives		\$100,000	\$100,000	\$100,000	\$100,000
Grounds Maintenance (Major 20 Year Vegetation Cutback)		\$75,000	\$0	\$0	\$0
Transportation Building - Repair/Paint		\$18,000	\$0	\$0	\$0
Building 179 Renovations (excludes sprinklers)				\$354,312	\$0
Building 179 Sprinklers				\$212,587	\$0
Depot Garage - Replace Bus Doors (2)		\$17,940	\$0	\$0	\$0
Building Repairs and Improvements		\$25,000	\$25,000	\$25,000	\$25,000
TOTAL SCHOOL SYSTEM WIDE	\$748,995	\$946,075	\$879,335	\$1,343,484	\$552,085
TOTAL SCHOOL DEPARTMENT	\$1,268,362	\$2,202,349	\$4,418,633	\$2,169,833	\$2,132,852
TOTAL CAPITAL PROJECTS	\$11,771,422	\$23,072,284	\$16,550,003	\$13,408,333	\$9,935,352

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028
Tax Levy	\$2,797,477	\$8,812,284	\$7,380,503	\$4,229,333	\$4,149,352
Proposition 2 ½ Override: FY24 Budget Increase (Footnote #2)	\$500,000	\$0	\$0	\$0	\$0
Available Reserves/Excess FY22 Ambulance Receipts	\$404,000	\$0	\$0	\$0	\$0
Municipal Waterways Improvement and Maintenance Fund (Harbormaster)	\$144,000	\$105,000	\$100,000	\$105,000	\$0
User Rates/Charges	\$6,394,000	\$10,540,000	\$8,373,500	\$6,844,000	\$3,126,000
Warrant Article (Footnote #1,6,8,9)	\$1,531,945	\$0	\$0	\$0	\$0
Other	\$0	\$3,615,000	\$696,000	\$2,230,000	\$2,660,000
TOTAL FUNDING	\$11,771,422	\$23,072,284	\$16,550,003	\$13,408,333	\$9,935,352
TOTAL CAPITAL PROJECTS	\$11,771,422	\$23,072,284	\$16,550,003	\$13,408,333	\$9,935,352

DEFINITIONS:

Tax Levy - is from the operating budget that is funded from recurring property tax revenue

Excess Overlay - is the amount of the overlay account that exceeds property tax receivables (outstanding from prior fiscal years and anticipated to be outstanding from current fiscal year) and potential abatements. The Overlay account is a reserve or allowance to fund abatements and exemptions of committed real and personal property taxes for any fiscal year.

Municipal Waterways Improvement and Maintenance Fund - provides funding for the Harbormaster from the statutory receipts of recurring mooring permit fees and 50% of boat excise taxes. The remaining 50% of boat excise taxes is deposited in Local Receipts.

Available Reserves - remaining, unrestricted funds from operations of previous fiscal years including unexpended free cash from the previous year, actual receipts in excess of revenue estimates, and unspent amounts in budget line-items

User Rates/Charges - provide funding for the Sewer Commission, South Shore Country Club, Recreation Commission, Building Department, and Weir River Water System

Borrowing - is debt financing to fund capital items and subject to approval at Annual Town Meeting

Other Funding Sources - will be raised and appropriated, borrowed, or transferred from available funds and subject to approval at Annual Town Meeting

TBD - indicates amounts and/or fiscal year timeframe are "To Be Determined"

FOOTNOTES:

1. Select Board: Tree & Park Barn:

The Community Preservation Committee has recommended \$93,000 be appropriated from the Community Preservation General Fund for historic resources purposes to be used by the Hingham Historical Commission to paint and restore the former Tree and Park Barn located at 8 Short Street, Map 81/Lot 140. Refer to the Community Preservation Committee Warrant Article for additional information. This project is subject to approval at Annual Town Meeting.

2. FY2024 Town Budget Override: Capital Outlay Budget Increase:

The Select Board has proposed an operational override of Proposition 2 ½ in order to continue to fund the operations and services of the Town. Included in the override proposal is an increase of \$500,000 in the Capital Outlay budget to bring it within the Town's financial policy guidelines and ensure Town facilities, vehicles, and equipment continue to be maintained. Refer to the 2023 Town Meeting Warrant for additional information. This proposal is subject to approval at both Annual Town Meeting on April 24, 2023 and on the ballot at the Annual Town Election on April 29, 2023

3. Fire Department:

The Fire Station Building Committee is evaluating alternative sites for Station 3 (South). Any future project is subject to approval at Annual Town Meeting and would be funded from sources other than the Tax Levy.

4. Transfer Station:

The FY28 trailer request is the first in a series of annual purchases to replace all nine trailers. Based on a 15 year useful life, a ~\$90k/year trailer replacement request will continue for through FY2036 to replace the nine existing trailers.

5. Library:

The Library Board of Trustees continues to evaluate the capital needs of the Hingham Public Library. They will address options for renovation and expansion on an ongoing basis until such time as a major project may be possible. The most pressing of the current needs is expanded parking to increase the number of parking spaces by 50% and to make significant improvements to the traffic flow. The \$35,000 feasibility study / engineering review for the parking lot expansion and walkway replacement funded in FY21 was utilized in FY23 for the feasibility study, schematic design, and detailed cost estimate. The subsequent pre-construction requires an estimated \$75,000 and the actual construction phase is estimated to cost \$1,651,593 budgeted in FY25. Any future project using Town funds is subject to approval at Annual Town Meeting with the source(s) of funds to be determined.

6. Recreation Commission (Athletic Fields & Courts Study):

"An Athletic Fields and Outdoor Courts Study was completed in October 2020 and recommended various field and court improvements projects ranging from \$45,000 to \$4,500,000. The Recreation Department utilizes the Study recommendations in determining the future project plans and priorities. The future projects for field and court improvements is subject to approval at Town Meeting and would be funded from sources other than the Tax Levy.

For FY24, the Community Preservation Committee (CPC) has recommended \$178,945 be appropriated from the Community Preservation General Fund for open space/recreational use purposes to be used by the Hingham Recreation Commission to reconstruct the basketball court at Cronin Field. Refer to the Community Preservation Committee Warrant Article for additional information. This project is subject to approval at Annual Town Meeting."

7. Foster Elementary School (New Building):

The 2022 Special Town Meeting Article 1: Construction of New Foster Elementary School to appropriate \$113,335,749 for professional fees, constructing, equipping and furnishing a new elementary school, to replace the existing William L. Foster Elementary School was approved by two-thirds majority vote at Special Town Meeting and by an affirmative majority vote at the November 8, 2022 election. The total project budget for constructing a new school at the current Foster site – as approved by the MSBA on August 31, 2022, is \$113,335,749. Based on the MSBA approved total project budget, non-reimbursable costs totaling \$47,832,839 have been identified, resulting in net approved costs of \$65,502,910. After applying the MSBA reimbursement rate of 40.54% to these net approved costs, the projected Town share (59.46%) of the total project cost is expected to be \$88,745,566. The project timeline anticipates that the new elementary school will open in September 2024.

8. Sewer Commission: Route 3A Sewer Project - Design & Engineering:

The Sewer Commission is requesting up to \$900,000 for the costs of designing, engineering and/or permitting the main sewer line and appurtenances thereto located in the Route 3A highway. This is the first phase of a project to replace the sewer main along a significant portion of Route 3A. The funding source will either be federal ARPA funds available through Plymouth County or through sources other than the Tax Levy. Refer to the Route 3A Sewer Project warrant article for additional details. This project is subject to approval at Annual Town Meeting.

9. Harbor Development Committee: Inner Harbor Coastal Structures - Permitting & Design:

The Select Board is requesting \$360,000 for the costs of permitting and design of Inner Harbor Coastal Structures to address safety issues, sea level rise, and harborside activities. Refer to the Permitting and Design of Inner Harbor Coastal Structures warrant article for additional details. This project is subject to approval at Annual Town Meeting and would be funded from the Municipal Waterways Improvement and Maintenance Fund.

REPORT OF THE PERSONNEL BOARD

In anticipation of the 2023 Annual Town Meeting, the Personnel Board is pleased to submit this report of its activities since the 2022 Annual Town Meeting. Before so doing, however, we acknowledge and extend the Board's gratitude to Russell Conn who stepped down from the Personnel Board after more than ten years of service. Russell was an invaluable member of the Board who made numerous contributions to the Personnel Board and the Town. We are grateful for his years of service and commitment, he will be missed.

COLLECTIVE BARGAINING

Following the 2022 Annual Town Meeting, the Personnel Board concluded negotiations and the Select Board entered into a memorandum of agreement with the Department of Public Works Teamsters, Local 25. A summary of the most important terms of the agreement are set forth below. The full text of the agreement is on file at the office of the Select Board. The Board shortly will begin collective bargaining agreement negotiations with the International Brotherhood of Teamsters, Local 25, Department Of Public Works Supervisors Unit whose agreement will expire on June 30, 2023.

Department of Public Works Teamsters, Local 25

On recommendation of the Board, the Select Board has agreed to enter into a one-year collective bargaining agreement with the Department of Public Works Teamsters, Local 25. This agreement provides for an equity adjustment retroactive to July 1, 2021 for each classification and, for its term, July 1, 2021 to June 30, 2022, a general wage increase of 3%. On recommendation of the Board, the Select Board also agreed to enter into a collective bargaining agreement with the Department of Public Works Teamsters, Local 25 for the term of July 1, 2022 to June 30, 2025 that provides for a general wage increase of 3% each year. The holiday list was modified to include Juneteenth and the vacation time entitlement was modified to provide that employees with twenty (20) years of service or more shall be entitled to five weeks of vacation annually. The amount of vacation time that may be carried over from one calendar year to the next was modified from ten (10) days to five (5) days and for transfer station employees from eight (8) days to four (4) days. The contract was also amended to reduce allowable compensatory time for all staff (regular and Transfer Station) from eighty (80) hours to a maximum of forty (40) hours in a single calendar year. Finally, a new section was added to allow any employee absent from work on an approved workers compensation claim to carry over any accrued and available personal time and/or vacation leave within the first twelve (12) months of the approved leave.

OTHER TOWN EMPLOYEES AND TOWN OFFICERS

The Board recommended a general wage increase of 3%, effective July 1, 2023, for employees not covered by collective bargaining agreements.

The Board approved the reclassification of the DPW Office Manager from Grade 5 to Grade 7, the reclassification of the Harbormaster from Grade 10 to Grade 11 and the reclassification of the Benefits Coordinator from Grade 5 to Grade 6.

The Board approved an adjustment to the FY22 salary scale for part-time and seasonal positions to meet Massachusetts Minimum Wage Standards. This meant an increase in the hourly rate to \$15.00 for the first year compensation of the following positions: Counselors, Child Care Staff, Fitness Room Staff, Pro Shop Staff, Ranger/Starters and Custodians. The Board further approved appropriate adjustments in the second, third and fourth year compensation for these positions and an adjustment for certain other part-time and seasonal positions to address resulting compression in the salary scale. This meant an increase in the hourly rate to \$16.00 for the first year compensation of the Playground Specialist position; an

increase in the hourly rate to \$16.25 for the first year compensation of the Groundskeeper position; an increase in the hourly rate to \$17.00 for the first year compensation of the Lifeguard position and an increase in the hourly rate to \$18.25 for the first year compensation of the Head Lifeguard position as well as appropriate adjustments in the second, third and fourth year compensation for these positions.

The Board also approved a job description for the newly created Community Crisis Response Clinician with placement on the Salary Scale at Grade 9. The Board further approved the following hiring requests: Land Use and Development Coordinator at Grade 4 Step 3 of the Salary Scale and granted the Land Use and Development Coordinator one extra week of vacation; the Community Crisis Response Clinician Grade 9, Step 4 of the Salary Scale; the Tax Receipt Clerk at Grade 3, Step 2 of the Salary Scale; and the Assistant Golf Superintendent at Grade 6, Step 5 of the Salary Scale and granted the Assistant Golf Superintendent one extra week of vacation.

The Board approved the following promotions and transfers: The Assistant Treasurer/Collector to the Treasurer/Collector position at Grade 11, Step 3 of the Salary Scale; the Tax Receipt Clerk to the Assistant Treasurer/Collector position at Grade 8, Step 2 of the Salary Scale; the DPW Office Assistant to the DPW Administrative Assistant position at Grade 3, Step 2 of the Salary Scale; and the Senior Clerk to the Assistant Town Clerk position at Grade 6, Step 2 of the Salary Scale.

The Personnel Board also approved revisions to the job descriptions for the Treasurer/Collector, the Assistant Treasurer/Collector and the Benefits Coordinator and approved the modification of the job title of the Health Department Permit Technician to Administrative Assistant.

The Personnel Board granted sick leave extensions for two employees, approved eligibility of education incentive pay to three Police Officers commensurate with their level of education and credited one newly hired officer for past work experience.

RECOMMENDATIONS FOR CHANGES TO THE PERSONNEL BY-LAW

The Personnel Board recommends that the Town, at the 2023 Annual Town Meeting, amend the Personnel By-Law, effective July 1, 2023, so that, as amended and restated, it will be in the form on file in the Town Clerk's office immediately preceding Town Meeting.

To amend Section 4 of the Personnel By-Law to read in its entirety as follows: "The Plan shall be administered by a Personnel Board consisting of five citizens of the Town who shall not be employees or elected officials of the Town. The members of the Personnel Board shall be appointed by the Moderator and shall serve for terms of three years. The term of office of each member of the Board shall expire at the end of the third fiscal year following the member's appointment. Prior to the commencement of each fiscal year or as soon thereafter as reasonable review of prospective appointees permits the Moderator shall appoint a member or members of the Board to succeed the member or members whose term or terms are expiring. Any vacancy in the Board shall be filled by the Moderator, and any person appointed to fill a vacancy shall hold office for the unexpired term of the person whom they succeed. The Board shall choose its own officers and shall serve without compensation."

HINGHAM PERSONNEL BOARD

David Pace, Chair
Robert Curley
Karen Johnson
Jack Manning
Courtney Orwig

REPORT OF THE PLANNING BOARD

The Warrant for the 2023 Hingham Annual Town Meeting contains six proposed amendments to the Hingham Zoning By-Law. The Planning Board initiated each of these articles.

The report of the Planning Board, submitted in accordance with MGL Chapter 40A, Section 5, is set forth below. The full text of each Article and the Comments and Recommended Motions of the Advisory Committee can be found in the body of the Warrant. A redlined version of the 2022 Hingham Zoning By-Law showing all recommended amendments is available on the Planning Board's webpage at: <https://www.hingham-ma.gov/DocumentCenter/View/17925>.

ARTICLE 29: Amend Zoning By-Law: Accessory Dwelling Units

The intent of this Article is to amend provisions of the Zoning By-Law to allow detached accessory dwelling units and adopt new or update existing regulations related to the creation of both detached or attached accessory dwelling units. Affected provisions include, but are not limited to, updated purposes, definitions, and standards such as minimum lot size, maximum area, setback and separation requirements, occupancy terms, and other eligibility, dimensional, and design requirements related to the creation of accessory dwelling units. As discussed below, the recommendation of the majority of the Planning Board contains some changes to the Article.

Article 27 of Annual Town Meeting 2021 created the Accessory Dwelling Unit (ADU) Study Committee in order to assess the merits of amending the provisions of the Zoning By-Law to allow detached accessory dwelling units and/or to amend any other provision of the Zoning By-Law reasonably related to the creation of accessory dwelling units (either attached or detached).

During more than a dozen public meetings, the Study Committee reviewed relevant planning studies, local experiences with the existing ADU regulations, and ADU regulations effective in other communities. The Study Committee voted 6-1 in favor of allowing ADUs within detached accessory structures, subject to existing and proposed eligibility, dimensional, and design parameters; however, one member did not support eliminating the existing family member occupancy requirement. In accordance with Article 27, the Study Committee issued its Report to the Planning Board in Fall 2022. The report of the Study Committee can be found at: <https://www.hingham-ma.gov/914/Accessory-Dwelling-Unit-Study-Committee>. After substantial discussion during a number of public meetings, the Planning Board voted unanimously to submit a zoning amendment Warrant Article to the Select Board in substantially the same form recommended by the Study Committee.

The Planning Board held four public hearings during which it reviewed and refined certain affected provisions of the existing and proposed ADU regulations, which are discussed in more detail below. Members of the ADU Study Committee and the Hingham Affordable Housing Trust, as well as a significant number of interested residents, participated in all of the Planning Board hearings. The Board also received more than 50 written comments on the article from members of the public.

A significant portion of the discussion during the Planning Board's public hearings focused on the Study Committee's recommendation to remove the requirement that a ADU only be occupied by a family member (as defined in Section V-K with modification proposed in the Recommended Motion). The Planning Board was split 3-2 in favor of retaining the family member requirement.

Thereafter, the Planning Board's discussion was focused on the eligibility, dimensional and design requirements applicable to attached and detached ADUs, and agreed that these requirements would not change based on the relationship of the occupants to the owner. Upon completion of its deliberation, the

Planning Board voted 4-1 to recommend adoption of this Article with the changes set forth below and reflected in the Recommended Motion of the Advisory Committee.

The following is a summary of the proposed zoning amendment and the most significant changes to the existing Section V-K ADU regulations as reflected in the Recommended Motion:

Detached ADUs: The Zoning By-Law presently allows attached ADUs within a single-family home upon issuance of a special permit by the Zoning Board of Appeals. This amendment extends the ability to create an ADU in a detached structure on a single-family lot upon issuance of a special permit by the Zoning Board of Appeals. The special permit process ensures that abutters are informed of an application and provides an opportunity for interested parties to participate in the public hearing process.

Eligibility, and Dimensional and Design Requirements: The existing and proposed ADU regulations include a number of eligibility restrictions and dimensional and design requirements intended to mitigate potential impacts of secondary dwelling units on the community and neighboring properties. These include the following:

ADU Cap - The Planning Board recommends retaining the existing ADU Cap of 2.5% of the number of single-family dwellings as a means of controlling the overall number of ADUs permitted in the Town, thus minimizing potential impact on overall density or character. Based on the current number of single-family dwellings in Hingham, the cap would be 156 ADUs (including both attached and detached). Since the existing attached ADU bylaw was adopted in 2018, 17 ADUs have been approved.

Lot Size - The Planning Board recommends maintaining the 5,000 square feet minimum lot area requirement for attached ADUs and adopting a higher standard of 10,000 square feet for detached ADUs. Most residential properties exceed both minimums and local wastewater restrictions will practically limit the creation of additional design flow.

Maximum Area – The Planning Board recommends a modest increase of the permissible floor area for an ADU from the lesser of 750 square feet or 30% of the gross floor area of the principal dwelling to the lesser of 875 square feet or 35% of the gross floor area of the principal dwelling.

Separation – The Planning Board recommends adoption of a 10-foot separation requirement between a principal single-family dwelling and detached ADU to maintain light and air and secure the dwellings from fire and other disaster.

Setbacks/Location – The Planning Board recommends requiring that a detached ADU comply with all applicable setbacks; however, the Board also recommends adoption of a waiver provision for preexisting nonconforming detached structures, provided the ADU is located no closer than 10' to a property line. Additionally, the Board recommends a requirement that a detached ADU be located to the side (and minimally set back 10' from the front façade of the principal dwelling) or rear of the principal structure and prohibited from a front yard.

Waiver – In order to provide flexibility to homeowners with existing detached structures, the Planning Board recommends inclusion of a waiver provision so that the Zoning Board of Appeals may under particular circumstances and for appropriate purposes grant a waiver of certain dimensional and design standards through the special permit.

Occupancy Terms: The current By-Law and proposed amendment are clearly intended to create housing opportunities, not guest accommodations or short-term rental offerings. For that reason, the

recommended amendment includes minimum occupancy terms for both the owner and occupant. The Article reduced the allowable absence of the owner from 9 months to 6 months to ensure that the property is more actively managed. As revised in the Recommended Motion, the unit not occupied by the owner cannot be occupied or leased for less than 6 months.

Family Member Occupancy Requirement: The existing ADU regulations restrict occupancy of single-family dwellings with an ADU to family members, which includes domestic help and caregivers. The ADU Study Committee, recommended elimination of the family member requirement for both attached and detached ADUs and that requirement does not appear in the Article. As noted above, the majority of the Planning Board voted to retain this requirement and that is reflected in the Recommended Motion of the Advisory Committee. The minority vote on this article was cast in disagreement with retaining the family requirement.

Family Definition: During the hearing process, the Board revised the definition of a “family member” under Section V-K, which relates to ADUs, to be more consistent with the definition of “family” under Section VI, which applies to all other provisions of the Zoning By-Law. The reference to “blood, adoption or marriage” under the existing ADU bylaw would be replaced with “a recognized family relationship” if amended.

The full text of the Recommended Motion is found in the Warrant. The Planning Board voted 4-1 to recommend adoption of this Article as revised through the public hearing process and reflected in the Recommended Motion. As discussed in more detail in the Comment of the Advisory Committee, the Recommended Motion has been divided into two parts in order to comply with state law quantum of vote requirements; both parts are consistent with the substance of the Planning Board’s majority position. The Advisory Committee voted 8-6 to recommend adoption.

ARTICLE 30: Amend Zoning By-Law: Minimum Occupancy Term for Residential Uses

The intent of this Article is to adopt a minimum occupancy term for residential dwelling units in order to prevent transient uses such as short-term rentals that are commercial, not residential, in character as confirmed by existing Massachusetts case law. This Article codifies the Town’s current practice of enforcing a minimum 30-day lease or rental term for principal residential units as provided in such case law so that it is clear for all property owners. The recommended 30-day minimum recognizes that many existing principal residential units are leased on a month to month basis without any negative effects on surrounding neighborhoods. If the proposed amendment to the ADU bylaw, discussed above, is adopted, requiring a minimum six month occupancy period for ADUs, this amendment would not apply to ADUs and the ADU bylaw would govern.

The full text of the Recommended Motion is found in the Warrant. The Planning Board voted unanimously to recommend adoption of this Article. The Advisory Committee also unanimously recommended adoption.

ARTICLE 31: Amend Zoning By-Law: Storage of Unregistered Vehicles

The intent of this Article is to replace Section 35 of Article 10 of the General Bylaws with new subsection under Section 1.8 of Section III-A Schedule of Uses of the Zoning By-Law to more effectively regulate the outdoor storage of unregistered vehicles in connection with single-family and two-family dwellings.

Presently, the General Bylaws regulates storage of more than one unregistered vehicle in residential districts, unless authorized by the Select Board. In Commonwealth v. Protami, the Massachusetts Supreme Judicial Court found that a general bylaw regulating unregistered vehicles, unless authorized by the selectmen, “was invalid as leaving enforcement to unrestrained discretion of the selectmen.” In order to validate the regulation, adoption of this Article would incorporate two new accessory uses into

the Zoning By-Law. Outdoor storage of one unregistered vehicle in connection with a single or two-family dwelling would be allowed by-right in all districts; outdoor storage of two or more unregistered vehicles would require a special permit from the Zoning Board of Appeals in all districts. The amendment would enable the Building Commissioner to enforce violations of the limitation on unregistered vehicles.

The full text of the Recommended Motion is found in the Warrant. The Planning Board voted unanimously to recommend adoption of this Article. The Advisory Committee also unanimously recommended adoption.

ARTICLE 32: Amend Zoning By-Law: Downtown Hingham Overlay District

The intent of this Article is to eliminate an obsolete reference to a previously amended subsection (4.18) of Section III-A Schedule of Uses in order to correctly reference parking areas under the Eligibility Requirements for a Commercial/Residential Building within the Downtown Hingham Overlay District. The second sentence under Section III-G,6.b.(ii) of the Zoning By-Law presently reads: “A permitted commercial use shall be those uses permitted under Section III-G, 4 above, but excluding Parking Areas under Section III-A, 4.18, except as specifically provided in subsection 7.a. below;” The proposed amendment would replace the sentence with the following: “A permitted commercial use shall be those uses permitted under Section III-G,4. above, but excluding parking areas, except as specifically provided in subsection 7.a. below;”.

By way of background, Section III-A, 4.18 once allowed a “Parking area for employees, customers, or guests of a use abutting or across the street from it, provided that service operations are not performed at the parking area” upon the issuance of a Special Permit A2, which is a permit administered by the Zoning Board of Appeals. In 2006, the Town amended the Zoning By-Law to make the Planning Board the special permit granting authority for parking-related decisions, including the authority under Section V-A to allow “parking on a contiguous parcel or on a parcel across the street” by Special Permit A3. In 2019, the placeholder use code under Section III-A, 4.18 was amended to regulate “Retail Sale of Alcoholic Beverages.” The carryover reference to Use 4.18 in the Downtown Hingham Overlay District is intended to refer to parking areas, not retail sales of alcoholic beverages. This article eliminates the outdated reference in a manner consistent with the intent of the By-Law.

The full text of the Recommended Motion is found in the Warrant. The Planning Board voted unanimously to recommend adoption of this Article. The Advisory Committee also unanimously recommended adoption.

ARTICLE 33: Amend Zoning By-Law: Hingham Harbor Overlay District

Item 1 of this Article is intended to eliminate an obsolete reference to a previously amended subset (4.18) of Section III-A Schedule of Uses in order to correctly reference parking areas, in a manner similar to Article 32 by replacing the first sentence of Section III-H,5.c. in its entirety.

Additionally, Items 2 and 3 would explicitly allow coastal defense structures within the Harbor Overlay District and modify existing dimensional standards in the Zoning By-Law for these structures. The By-Law does not presently include an explicit allowance for coastal defense structures, such as seawalls or embankments, though these clearly exist and serve an important function in the Hingham Harbor Overlay District. The structures also tend to be located along side and rear property lines, particularly on wharf properties. This amendment would create a new, permitted accessory use for coastal defense structures as well as an exemption from otherwise effective setbacks for these improvements within the district.

The full text of the Recommended Motion is found in the Warrant. The Planning Board voted unanimously to recommend adoption of this Article as revised through the public hearing process and reflected in the

Advisory Committee's Recommended Motion. The Advisory Committee also unanimously recommended adoption.

ARTICLE 34: Amend Zoning By-Law: Electric Vehicle Charging Parking Requirements

The intent of this Article is to update provisions of Section V-A Off-Street Parking Requirements to create a standard for the installation of electric vehicle charging stations or infrastructure for future charging stations for all new or redeveloped parking lots with 20 or more spaces. Additionally, adoption of this Article would allow parking spaces reserved for electric vehicle charging to qualify toward the minimum parking requirement for the use of the property.

The Hingham Master Plan, adopted by the Board in August 2021, includes a recommendation to "Consider an addition to the Zoning By-Law to require EV charging stations at commercial developments." In August 2022, Governor Baker signed An Act Driving Clean Energy and Offshore Wind that will end the sale of new gasoline-powered cars in Massachusetts in 2035. Adoption of this amendment would advance both local and state climate action goals.

The full text of the Recommended Motion is found in the Warrant. The Planning Board voted unanimously to recommend adoption of this Article as revised through the public hearing process and reflected in the Recommended Motion of the Advisory Committee. The Advisory Committee also unanimously recommended adoption.

HINGHAM PLANNING BOARD

Judith Sneath, Chair

Gordon Carr, Clerk

Kevin Ellis

Gary Tondorf-Dick

Rita DaSilva

REPORT OF THE SCHOOL COMMITTEE

The 2022-2023 school year was a year of change for the district as we welcomed our new Superintendent of Schools, Dr. Margaret Adams, our new Director of Business and Support Services, Aisha Oppong, and our new Interim Assistant Superintendent, Kathryn Roberts. Changes in leadership can be challenging but these changes bring new perspectives that will serve our students, our staff, and our community well in the coming years.

Strategic Plan

With an optimistic outlook for the future, the Hingham Public Schools launched the first year of a three-year strategic plan. The theme of the strategic plan is #HinghamTogether to reflect the efforts of the district throughout the coming years to come back strong after three years of interrupted schooling for our students. The theme of #HinghamTogether is also relevant to our efforts to strengthen our community and our relationships after the pandemic. We are proud of our students who have returned to our schools to build upon their resiliency and perseverance to tackle academic and learning challenges; we are grateful to our families who entrust their children to us and who support our educators and schools; we commend our faculty and staff for the incredible efforts they are making to address the leaning loss that students across the globe have experienced; and we are honored to serve the Hingham community as we prepare our young people with the skills to be good stewards of our community.

Foster Building Project

At the fall 2022 Town Meeting, funding for a new elementary school at the site of the current Foster School was approved almost unanimously. The students, staff, and families of the Foster School community are incredibly grateful for the generous support from the community for the project. The new building to be completed in the fall of 2024 (with full completion of the project in the fall of 2025) will provide an enormous opportunity for the district to continue developing new special education programming and preschool programs.

Budget

The FY23 budget for the school department allocated at Town Meeting was \$61,826,503, a .06% increase from FY22. The FY23 budget maintained the investments made in staffing to support the district's goals to implement a strong Multi-Tiered System of Supports for our students and supports student's ever increasing social-emotional learning needs that directly impact academic growth and achievement.

The current FY24 budget cycle presents significant challenges as the town is entering the budget season with a deficit resulting from the COVID-19 pandemic and related operational needs. This deficit is due in part to the use of one-time federal and local reserve funds in FY22 and FY23 that helped offset these deficits. While the use of these funds reduced the burden on taxpayers during unprecedented and uncertain times, these funds cannot be relied on long term and the Town must either raise additional revenue or cut services to balance future fiscal year budgets.

For FY24, the School Committee unanimously voted to approve a budget of \$65,703,985, representing a 6.3% increase from FY23. This budget will allow the district to maintain the current level of services, cover the 14% increase in out-of-district tuitions set by the Operational Service Division, offset anticipated increases in fuel and transportation costs, and fund historically unmet needs, such as increased professional development and the long overdue move of technology expenses from capital to operations.

The School Committee budget recommendation is the result of a lengthy, thoughtful, and measured budget approach that considered the following:

:

- The need to sustain current comprehensive programming to ensure all schools have appropriate levels of highly qualified diverse staff and to secure high-quality curriculum resources to sustain and improve the current comprehensive programming.
- A priority to strengthen our tiered system of support for social-emotional learning and academics through staffing, structures, professional development, and high-quality instruction and curriculum to support the wellness, mental health, and academic needs of all students and staff.
- Much needed funding for professional development to further invest in HPS educators and staff by providing high-quality professional development that supports collaboration, promotes equity, and ensures positive academic and social-emotional outcomes for all students.
- Investments in facilities and technology allow us to provide access to safe, modern, and well-maintained facilities, with reliable access to high-quality technology, to create a learning environment supportive of students' academic and social-emotional development.

In order to fund the proposed school (and municipal budget), voters will need to approve a Proposition 2 1/2 property tax override. Without this override, the school budget will be reduced to \$61,092,221, representing a 1.19% decrease from FY23, and will require significant cuts in services to our students as well as staffing cuts of up to 46 current school employees. The impact of such deep service and staffing cuts is difficult to imagine, particularly as we continue to face the challenges that the COVID-19 pandemic has on the educational and well-being of some of our most vulnerable citizens. While the school budget funds the educational needs of students, the greater Hingham community prospers from the strong reputation of our schools and these cuts would be detrimental to our students, our staff, and our community.

Hingham Public Schools benefits from a community committed to education and from our long-standing community partnerships. The cooperative efforts, volunteerism, and generosity of taxpayers, parents, PTOs, boosters, community groups, civic organizations, SEPAC, the Hingham Education Foundation, the Hingham Sports Partnership, and the Hingham Arts Alliance, are vital in supporting the School Department's mission and goals. Myriad graduation scholarships and awards are presented yearly in recognition of students' outstanding performance in academic areas or involvement in school organizations.

The School Department and the School Committee gratefully acknowledge and appreciate the many community efforts that enhance the valued facilities, programs, and activities of the Hingham Public Schools. The support of our community is tangible evidence to our students that we are a community that values education, cares for each other, celebrates achievements, and that we are #HinghamTogether.

Superintendent of Schools, Dr. Margaret Adams

HINGHAM SCHOOL COMMITTEE

Michelle Ayer, Chair

Nes Correnti, Vice Chair

Jen Benham, Secretary

Kerry Ni

Tim Miller-Dempsey

Alyson Anderson

Matthew Cosman

Nathan Tessler (Student Representative)

MUNICIPAL FINANCE TERMS

APPROPRIATION - An authorization by the Town Meeting to make obligations and payments from the treasury for a specific purpose.

ASSESSED VALUATION - A valuation set upon real or personal property by the Board of Assessors as a basis for levying taxes.

CAPITAL BUDGET - A plan of proposed capital outlays and the means of financing them for the current fiscal period.

CHERRY SHEET - A form showing all state and county charges and reimbursements to the Town as certified by the Massachusetts Department of Revenue.

DEBT SERVICE - Payment of interest and repayment of principal to holders of the Town's debt instruments.

FISCAL YEAR - A 12-month period, commencing on July 1, to which the annual budget applies.

FUND BALANCE - The unencumbered cash remaining in a fund at the end of a specified time period, usually the end of the fiscal year.

GENERAL FUND - The major Town-owned fund which is created with Town receipts and which is charged with expenditures payable from such revenues.

GRANT - A contribution of assets by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the State and Federal government. Grants are usually made for specific purposes.

LINE-ITEM BUDGET - A format of budgeting which organizes costs by type of expenditure such as expenses, equipment, and salaries.

OVERLAY - The overlay is the amount raised by the Assessors to be used for potential abatement of property taxes. The Overlay Surplus is the portion of each year's overlay account no longer required to cover property tax abatements.

OVERRIDE - An override is a voter-approved, permanent property tax increase. It is designed to provide a community with the ability to generate sufficient revenues to fund recurring costs that are likely to continue into the future, such as annual operating expenses for educational and municipal services.

PROPERTY TAX LEVY - The amount produced by multiplying the assessed valuation of property by the tax rate. The tax rate is expressed "per thousand dollars" of assessed valuation.

RESERVE FUND - Money set aside by Town Meeting to be allocated by the Advisory Committee for extraordinary or unforeseen expenditures.



TALENT BANK APPLICATION

Select Board
Town Hall
210 Central Street
Hingham, MA 02043-2757
781-741-1451 • 781-741-1454 (Fax)

Date _____

Name _____

Home Address _____

Business Address _____

Telephone _____ (home) _____ (business)

Fax _____

E-mail _____

Occupation _____

Educational Background _____

Civic, Charitable and Educational Activities

Town Committees or Offices _____

I am interested in the following Committees _____

NOTES