

**TOWN OF BREWSTER**  
**ANNUAL TOWN MEETING**  
**MAY 1, 2023**

Barnstable, ss

To: Roland W. Bassett, Jr. Constable of the Town of Brewster

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and inform the Town of Brewster inhabitants qualified to vote in Town affairs to meet at the Stony Brook Elementary School, 384 Underpass Road, on **Monday, May 1, 2023**, next, at 6:00 p.m. o'clock in the evening, then and there to act upon the following articles:

**CAPE COD REGIONAL TECHNICAL HIGH SCHOOL OPERATING BUDGET**

**ARTICLE NO. 1:** To see what sums the Town will vote to raise and appropriate and/or transfer from available funds to defray Cape Cod Regional Technical High School charges and expenses for the Fiscal Year ending June 30, 2024, as follows:

<u>DEPARTMENT</u>	<u>EXPENDED FY2022</u>	<u>APPROPRIATED FY2023</u>	<u>REQUESTED FY2024</u>
CAPE COD TECH ASSESSMENT	804,633	1,115,633	992,867
DEBT ASSESSMENT	409,710	549,461	471,498
TOTAL ASSESSMENT	1,214,343	1,665,094	1,464,365

Or to take any other action relative thereto.

(Cape Cod Technical School Committee)

(Majority Vote Required)

**ELEMENTARY SCHOOLS OPERATING BUDGET**

**ARTICLE NO. 2:** To see what sums the Town will vote to raise and appropriate and/or transfer from available funds to defray the Elementary Schools' charges and expenses, for the Fiscal Year ending June 30, 2024, as follows:

<u>DEPARTMENT</u>	<u>EXPENDED FY2022</u>	<u>APPROPRIATED FY2023</u>	<u>REQUESTED FY2024</u>
ELEMENTARY SCHOOL BUDGET	7,944,131	8,148,973	8,474,932
SCHOOL FRINGE BENEFITS	1,928,092	2,342,589	2,280,746
TOTAL ELEMENTARY SCHOOL BUDGET (ARTICLE 2)	9,872,223	10,491,562	10,755,678
ELEMENTARY SCHOOL BUDGET OVERRIDE (ARTICLE 3)	-	-	316,878
TOTAL ELEMENTARY SCHOOL BUDGET (ARTICLES 2 + 3)	9,872,223	10,491,562	11,072,556

or to take any other action relative thereto.

(Elementary School Committee)

(Majority Vote Required)

**ELEMENTARY SCHOOLS OPERATING OVERRIDE**

**ARTICLE NO. 3:** To see if the Town will vote to raise and appropriate the sum of \$316,878 to defray the Elementary Schools’ charges and expenses, for the Fiscal Year ending June 30, 2024, provided however that such appropriation shall be expressly contingent upon approval by the Town at a Regular or Special Election to authorize such sums to be raised outside the limits of General Laws Chapter 59 Section 21C, paragraphs (g) and (m) (Proposition 2½ so called), or to take any other action relative thereto.

(Elementary School Committee) (Majority Vote Required)

**NAUSET REGIONAL SCHOOLS OPERATING BUDGET**

**ARTICLE NO. 4:** To see what sums the Town will vote to raise and appropriate and/or transfer from available funds to defray the Nauset Regional School District charges and expenses for the Fiscal Year ending June 30, 2024, as follows:

<u>DEPARTMENT</u>	<u>EXPENDED FY2022</u>	<u>APPROPRIATED FY2023</u>	<u>REQUESTED FY2024</u>
NAUSET ASSESSMENT	11,743,855	12,222,619	12,711,524
NAUSET DEBT ASSESSMENT	175,644	139,228	2,194,957
TOTAL NAUSET ASSESSMENT (ARTICLE 4)	11,919,499	12,361,847	14,906,481
NAUSET OVERRIDE (ARTICLE 5)	-	-	647,720
TOTAL NAUSET ASSESSMENT (ARTICLES 4 + 5)	11,919,499	12,361,847	15,554,201

Or to take any other action relative thereto.

(Nauset Regional School Committee) (Majority Vote Required)

**NAUSET REGIONAL SCHOOLS OPERATING OVERRIDE**

**ARTICLE NO. 5:** To see if the Town will vote to raise and appropriate the sum of \$647,720 to defray the Nauset Regional School District charges and expenses, for the Fiscal Year ending June 30, 2024, provided however that such appropriation shall be expressly contingent upon approval by the Town at a Regular or Special Election to authorize such sums to be raised outside the limits of General Laws Chapter 59 Section 21C, paragraphs (g) and (m) (Proposition 2½ so called), or to take any other action relative thereto.

(Nauset Regional School Committee) (Majority Vote Required)

**TOWN OPERATING BUDGET**

**ARTICLE NO. 6:** To see what sums the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, for the purposes of supporting the offices, departments, boards, and commissions of the Town of Brewster for Fiscal Year 2024, including authorization for lease purchases of up to five years, as follows:

	EXPENDED	APPROPRIATED	REQUESTED
<u>DEPARTMENT</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>
<b><u>GENERAL GOVERNMENT</u></b>			
Finance Committee	4,443	105,500	105,500
Assessors	131,261	151,782	161,716
Accounting	228,491	258,343	258,426
Treasurer/ Collector	283,123	350,727	367,127
Information Technology	332,312	410,962	438,384
Legal	143,032	168,653	172,026
Moderator	300	300	300
Planning	146,419	206,412	218,325
Select Board / Town Administration	504,271	592,355	613,872
Human Resources	126,348	165,949	175,766
Town Clerk	195,237	249,324	254,921
Public Buildings	169,059	273,639	295,125
<b><u>SUBTOTAL GENERAL GOVERNMENT</u></b>	<b>2,264,296</b>	<b>2,933,946</b>	<b>3,061,488</b>
<u>DEPARTMENT</u>			
<b><u>PUBLIC SAFETY</u></b>			
Building Department	410,856	416,157	431,967
Fire Department	3,101,671	3,123,820	3,273,347
Emergency Management	0	0	2,500
Natural Resources	422,012	483,715	515,732
Police Department	2,883,773	2,996,585	3,101,642
Sealer of Weights & Measures	9,455	9,692	9,934
<b><u>SUBTOTAL PUBLIC SAFETY</u></b>	<b>6,827,767</b>	<b>7,029,969</b>	<b>7,335,122</b>
<u>DEPARTMENT</u>			
<b><u>PUBLIC WORKS</u></b>			
Public Works	2,010,734	2,185,153	2,280,016
Snow & Ice Removal	202,119	169,179	173,410
Streetlights	3,461	5,515	5,515
<b><u>SUBTOTAL PUBLIC WORKS</u></b>	<b>2,216,314</b>	<b>2,359,847</b>	<b>2,458,941</b>
<u>DEPARTMENT</u>			
<b><u>HUMAN SERVICES</u></b>			
Council on Aging	323,486	385,337	392,572
Board of Health	260,037	284,805	315,248
Veteran's Services	101,556	120,837	101,693
Public Assistance	144,900	136,950	146,070
<b><u>SUBTOTAL HUMAN SERVICES</u></b>	<b>829,979</b>	<b>927,929</b>	<b>955,583</b>

	EXPENDED	APPROPRIATED	REQUESTED
<u>DEPARTMENT</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>
<b><u>CULTURE &amp; RECREATION</u></b>			
Brewster Ladies Library	679,092	738,034	765,424
Recreation	197,204	232,235	254,337
Parades & Events	0	1,500	1,500
<b><u>SUBTOTAL CULTURE &amp; RECREATION</u></b>	<b>876,296</b>	<b>971,769</b>	<b>1,021,261</b>
<b><u>DEPARTMENT</u></b>			
<b><u>DEBT SERVICE</u></b>			
Principal & Interest	2,401,101	3,321,898	2,957,645
<b><u>SUBTOTAL DEBT SERVICE</u></b>	<b>2,401,101</b>	<b>3,321,898</b>	<b>2,957,645</b>
<b><u>DEPARTMENT</u></b>			
<b><u>INSURANCE, UTILITIES &amp; FRINGE BENEFITS</u></b>			
General Insurance	441,220	534,482	561,201
Utilities	415,175	505,423	538,784
Fringe Benefits	4,000,285	4,515,109	5,169,307
<b><u>SUBTOTAL INSURANCE &amp; FRINGE</u></b>	<b>4,856,680</b>	<b>5,555,014</b>	<b>6,269,292</b>
<b><u>DEPARTMENT</u></b>			
<b><u>OTHER OPERATING EXPENSES &amp; ASSESSMENTS</u></b>			
Assessments	28,040	29,271	31,217
Alewives	3,300	4,350	4,350
Local Service Funding	39,843	40,000	48,000
Transfer to Capital Stabilization	225,000	187,500	250,000
Transfer to General Stabilization	0	0	0
Transfer to Housing Trust	250,000	375,000	500,000
Transfer to OPEB Trust	267,000	267,000	267,000
Transfer to Brewster Elementary Schools SPED Stabilization	0	100,000	0
Transfer to Water Quality Capital Stabilization	0	112,500	150,000
<b><u>SUBTOTAL OTHER OPERATING EXPENSE &amp; ASSESSMENTS</u></b>	<b>813,183</b>	<b>1,115,621</b>	<b>1,250,567</b>
<b><u>GRAND TOTAL OF GENERAL FUND OPERATING BUDGETS</u></b>	<b>21,085,616</b>	<b>24,215,992</b>	<b>25,309,899</b>

Or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)



**WATER DEPARTMENT ENTERPRISE FUND OPERATING BUDGET**

**ARTICLE NO. 7:** To see if the Town will vote, in accordance with G.L. c. 44, §53F1/2, to appropriate from Water Department receipts, transfer from available funds, borrow pursuant to any applicable statute, or otherwise fund the sum of **TWO MILLION EIGHT HUNDRED NINETY SEVEN THOUSAND NINE HUNDRED THIRTY TWO DOLLARS (\$2,897,932)** for Fiscal Year 2024 costs associated with the operation of the Water Department including, but not limited to acquiring professional services and equipment, personnel and maintaining facilities and operations, including authorization for lease purchases of up to five years; all expenditures to be made by the Water Department, subject to the approval of the Town Manager, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**GOLF DEPARTMENT ENTERPRISE FUND OPERATING BUDGET**

**ARTICLE NO. 8:** To see if the Town will vote, in accordance with G.L. c. 44, §53F1/2, to appropriate from Golf Department receipts, transfer from available funds, borrow pursuant to any applicable statute, or otherwise fund the sum of **FOUR MILLION THREE HUNDRED EIGHTY SIX THOUSAND EIGHT HUNDRED FIFTY FIVE (\$4,386,855)** for Fiscal Year 2024 costs associated with Golf Department related expenses including, but not limited to acquiring professional services and equipment, personnel and maintaining facilities and operations, including authorization for lease purchases of up to five years; all expenditures to be made by the Golf Department, subject to the approval of the Town Manager, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**COMMUNITY PRESERVATION ACT FUNDING**

**ARTICLE NO. 9 :** To see if the Town will vote to act on the report of the Community Preservation Committee on the Fiscal Year 2024 Community Preservation Budget and to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds for the administrative and operating expenses of the Community Preservation Committee, the undertaking of Community Preservation Projects and all other necessary and proper expenses for the year, with each item considered a separate appropriation to be spent by the Community Preservation Committee, all as set forth below:

<u>Estimated revenues</u>		<u>FY24</u>
a. Estimated FY24 tax surcharge		\$1,223,691
b. Estimated FY24 state contribution (25%)		<u>\$ 358,153</u>
c. FY24 Estimated Total:		\$1,581,844
 <u>FY24 Appropriations and Allocations</u>		
a. Historic Preservation Reserve appropriation	(10%)	\$158,184
b. Community Housing Reserve appropriation	(10%)	\$158,184
c. Open Space/Recreation Reserve appropriation	(10%)	\$158,184
d. Budgeted Reserve	(65%)	\$1,028,199
e. Administrative Expense (Budgeted Reserve)	( 5%)	\$79,092
f. Designated Reserves for Open Space		\$31,449
g. Undesignated Fund Balance (Previous Year Carryover)		<u>\$315,520</u>
h. Total		\$1,928,812

	<i>Purpose</i>	<i>Item</i>	<i>Funding Source(s)</i>	<i>Amount</i>
<b>1</b>	<b>Historic Preservation</b>			
	a. Designated Reserves for Historic Preservation	Transfer to reserve from estimated annual revenues in accordance with G.L. c.44B, §6	Fiscal Year 2024 CPA estimated annual revenues	\$158,184
	<b>Sub-total</b>			<b>\$158,184</b>
<b>2</b>	<b>Community Housing</b>			
	a. Designated reserves for Housing	Transfer to reserve from estimated annual revenues in accordance with G.L. c.44B, §6	Fiscal Year 2024 CPA estimated annual revenues	\$158,184
	<b>Sub-total</b>			<b>\$158,184</b>
<b>3</b>	<b>Open Space/Recreation</b>			
	a. Community Preservation Bonded Debt Service	Payment of debt principal and interest for the BBJ Property, and Bates Property bonds	\$158,184 from Fiscal Year 2024 CPA estimated annual revenues and \$31,449 from Designated Reserves for Open Space	\$189,633
	<b>Sub-total</b>			<b>\$189,633</b>
<b>4</b>	<b>Budgeted Reserve</b>			
	a. Administration Expense	Administration and operating expenses for Community Preservation Committee	Fiscal Year 2024 CPA estimated annual revenues	\$79,092
	b. Designated for Budgeted Reserve	Transfer to reserve from estimated annual revenues in accordance with G.L. c.44B, §6	Fiscal Year 2024 CPA estimated annual revenues	\$1,028,199
	<b>Sub-total</b>			<b>\$1,107,291</b>
<b>5</b>	<b>Undesignated Fund Balance (Previous Year Carryover)</b>			
	a. Brewster Council on Aging: Accessible Outdoor Furniture for Freemans Fields	Purchase and installation of accessible benches and picnic tables	Undesignated Balance CPA Reserves	\$9,670
	b. Brewster Town Administration: Housing Coordinator	Payroll and operating costs for Part Time Housing Coordinator position to assist public with affordable housing program	Undesignated Balance CPA Reserves	\$70,850
	c. Friends or Relatives with Autism & Related Disabilities (FORWARD): FORWARD at the Rock Phase II	8 units of affordable rental housing in Dennis for developmentally disabled adults	Undesignated Balance CPA Reserves	\$125,000
	d. Housing Assistance Corporation (HAC): 107 Main Street, Orleans Affordable Rental Housing	14 units of affordable rental housing in Orleans	Undesignated Balance CPA Reserves	\$55,000
	e. Preservation of Affordable Housing Inc. (POAH) and Community Development Partnership (CDP): Juniper Hill in Wellfleet	46 units of affordable rental housing in Wellfleet	Undesignated Balance CPA Reserves	\$55,000
	<b>Sub-total</b>			<b>\$315,520</b>
	<b>Grand Total</b>			<b>\$1,928,812</b>

For Fiscal Year 2024 Community Preservation purposes, each item is considered a separate appropriation to be spent by the Community Preservation Committee; provided however, that the above expenditures may be conditional on the grant or acceptance of appropriate historic preservation restrictions for historic resources, open space restrictions for open space reserves, and housing restrictions for community housing, running in favor of an entity authorized by the Commonwealth to hold such restrictions for such expenditures, meeting the requirements of G.L. c.184 and G.L. c.44B, Section 12, and to authorize the Board of Selectmen to convey or accept such restrictions;

And further, any revenues received in excess of the estimated receipts are transferred to their respective reserve fund balance(s) for future appropriation using the allocation formula of 10% Open Space/Recreation, 10% Housing, 10% Historical and 70% for Budgeted Reserve for CPA.

Or to take any other action relative thereto.

(Community Preservation Committee)

(Majority Vote Required)

CAPITAL AND SPECIAL PROJECTS EXPENDITURES

**ARTICLE NO. 10:** To see what sums the Town will vote to raise and appropriate, transfer from available funds, or authorize the Town Treasurer to borrow under and pursuant to Massachusetts General Laws Chapter 44, Sections 7, 7(1), or 8, or any other enabling authority, for the capital outlay expenditures listed below, including, in each case, all incidental and related costs, to be expended by the Town Manager with the approval of the Select Board, except School expenditures to be made by the School Superintendent with the approval of the School Committee; authorize leases and lease purchase agreements for more than three but not more than five years for those items to be leased or lease purchased, and further that the Town Manager with the approval of the Select Board or School Superintendent with the approval of the School Committee for school items, be authorized to sell, convey, trade-in or otherwise dispose of equipment being replaced, all as set forth below:

	Department	Item	Funding Source(s) / Appropriation or Transfer	Amount
1	Select Board			
	a. Integrated Water Resource Management Planning (IWRMP) & Implementation	Professional services and costs for preparing studies, engineering, and coordinating water resource management planning	Free Cash	\$100,000
	b. IWRMP: Captains Golf Course Fertilizer Leaching Rate Study	Professional services and costs for golf course nitrogen leaching rate study	Water Quality Stabilization	\$40,000
	c. Vesper Pond Road Betterment	Professional services and costs for project expenses related to the road betterment for the Vesper Pond neighborhood	Road Betterments Receipt Reserved for Appropriation	\$26,000
	Sub-Total			\$ 166,000
2	Facilities			
	a. Flat Roof Replacement (Spruce Hill)	Professional services and costs associated with replacing the roof at the former Historical Society building	Free Cash	\$5,000
	b. Town Hall Window Replacement	Purchase and install replacement windows and any other related costs	Free Cash	\$75,000
	Sub-Total			\$80,000

	<i>Department</i>	<i>Item</i>	<i>Funding Source(s) / Appropriation or Transfer</i>	<i>Amount</i>
3	Police			
	a. 5 Year Strategic Plan	Professional services and costs associated with developing a five-year strategic plan for the Police Department	Free Cash	\$20,000
	<b>Sub-Total</b>			<b>\$20,000</b>
4	Fire			
	a. Software & Professional Services for Developing Standard Operating Guidelines	Costs for goods, materials and professional services to purchase software and develop standard operating guidelines	Ambulance Fund	\$35,000
	<b>Sub-Total</b>			<b>\$35,000</b>
5	Natural Resources			
	a. Stony Brook Mill Retaining Wall & Fishway Improvements	Professional services and costs for repairs and improvements to the retaining wall and fishway infrastructure at Stony Brook Mill	Free Cash	\$200,000
	b. Beach & Landing Repairs and Improvements	Professional services and costs for repairs and improvements to various public beaches and public landings throughout town	Free Cash	\$30,000
	c. Wildfire Management	Professional services and costs to implement and update the Town's Wildfire Management Plan	Free Cash	\$10,000
	d. Walkers Pond Water Quality	Professional services and costs to improve water quality in Walkers Pond	Free Cash	\$50,000
	<b>Sub-Total</b>			<b>\$290,000</b>
6	Brewster Elementary Schools			
	a. Combined Technology	Ongoing information technology system and equipment improvements at Eddy & Stony Brook Elementary Schools	Free Cash	\$80,000
	b. Combined HVAC/Plumbing/Electrical Repairs	Professional services and costs for upgrades, repairs & replacement of HVAC, plumbing, and electrical systems at Eddy & Stony Brook Elementary Schools	Free Cash	\$25,000
	c. Eddy School Technology Infrastructure	Professional services and costs to upgrade and replace information technology infrastructure at Eddy Elementary School	Free Cash	\$96,000
	d. Stony Brook Outdoor Classroom	Professional services and costs to design, purchase, and build outdoor classroom space at Stony Brook Elementary School	Free Cash	\$20,000
	e. Stony Brook Firewall	Professional services and costs for upgrades to the Stony Brook Elementary School firewall system	Free Cash	\$27,000
	f. Combined Security	Professional services and costs for upgrades to security systems at Eddy & Stony Brook Elementary Schools	Free Cash	\$24,000
	g. Maintenance Pick-up Truck	Costs to purchase and equip one (1) pick-up truck	Free Cash	\$31,000

	Department	Item	Funding Source(s) / Appropriation or Transfer	Amount	
	h. Stony Brook Code Compliance (Asset Study)	Professional services and costs to conduct a code compliance study for the Stony Brook Elementary School	Free Cash	\$100,000	
	Sub-Total			\$403,000	
7 Nauset Regional School District					
	a. NRHS Annual Capital Allocation	Professional services and costs, including procuring, engineering, permitting, repairing and maintaining buildings, grounds, and equipment within the Nauset Middle School and Nauset High School	Tax Levy	\$282,748	
	Sub-Total			\$282,748	
8 Public Works					
	a. MS4 Stormwater Compliance	Professional services and costs to pay for MS4 stormwater compliance	Free Cash	\$90,000	
	b. Landfill Monitoring	Professional services and costs for regulatory landfill monitoring requirements	Free Cash	\$70,000	
	c. Dog Park Repairs & Maintenance	Professional services and costs for routine repairs and maintenance at the Brewster Dog Park	Free Cash	\$10,000	
	Sub-Total			\$170,000	
9 Water Enterprise					
	a. Distribution Infrastructure	Costs for goods, materials and professional services to maintain, repair, and upgrade the Town’s water distribution system	Water Retained Earnings	\$50,000	
	b. Buildings & Treatment Facilities	Costs for goods, materials and professional services to maintain, repair, and upgrade the Water Department’s buildings and treatment facilities	Water Retained Earnings	\$50,000	
	c. Water Meter Replacement	Costs for goods, materials and professional services to maintain and replace water meters	Water Retained Earnings	\$50,000	
	d. Tanks Exterior Painting	Professional services and costs for painting water storage tanks	Borrowing - Water Enterprise Fund	\$650,000	
	e. Hydration Station Program	Professional services and costs to purchase and install municipal hydration stations	Water Retained Earnings	\$25,000	
	Sub-Total			\$825,000	
10 Cemetery					
	a. Cemetery Improvement	Professional services and costs for improving and /or upgrading Town cemeteries	Cemetery Perpetual Care Fund	\$40,000	
	Sub-Total			\$40,000	
11 Brewster Ladies Library					
	a. IT & Telephone Equipment Upgrades	Professional services and costs to update the phone system and information technology systems	Telecomm Revolving Fund	\$10,000	
	Sub-Total			\$10,000	
GRAND TOTAL					\$2,321,748

Or to take any other action relative thereto.

(Select Board)

(Majority Vote Required, Except 2/3 for Debt)

**FREE CASH APPROPRIATIONS**

**ARTICLE NO. 11:** To see what sums the Town will vote to appropriate from available Free Cash to the following accounts:

	<i>FROM</i>	<i>TO</i>	<i>AMOUNT</i>
a	Free Cash	Capital Stabilization Fund	\$250,000
b	Free Cash	Short-term Debt	\$250,000

Or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**SPECIAL REVENUE FUND: CABLE FRANCHISE FEE ACCOUNT**

**ARTICLE NO. 12:** To see if the Town will vote to appropriate from the Cable Franchise Fee Special Revenue Fund the sum of **TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000)**, for the purpose of offsetting costs associated with providing local cable television related purposes, including, but not limited to the general public purpose of supporting and promoting public access to the Brewster cable television system; training in the use of local access equipment and facilities; access to community, municipal and educational meeting coverage; use and development of an institutional network and/or municipal information facilities; cable related personnel expenses; contracting with local cable programming services providers and/or any other appropriate cable related purposes, and including all incidental and related expenses, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**TOWN BYLAW AMENDMENT: CREATION OF COMMUNITY GARDEN AND WETLANDS PROTECTION REVOLVING FUNDS**

**ARTICLE NO. 13:** To see if the Town will vote to amend Article III of the Town bylaws to add the following new revolving funds to Chapter 21-8, consistent with MGL Ch 44 Sec 53E½, with such expenditure limits to be applicable from fiscal year to fiscal year, until such time as they may later be amended by Town Meeting, as follows:

Fund	Revenue Source	Authority to Spend	Use of Fund	Fiscal Year Spending Limit
Community Garden	Fees received for community garden programs and related services and operations	Council on Aging & Town Manager	Expenses shall be related to expenses related to operating and managing the community garden and not used for any other purposes	\$50,000
Wetlands Protection	Fees related to local administration and enforcement of the Wetlands Protections Act	Conservation Commission, with Select Board approval	Expenses shall be related to engaging consultant and technical assistance to review proposed projects, administrative or clerical expenses,	\$50,000



			salaries and/or fringe benefits of regular employees to the extent attributable to wetland protection act activities and not used for any other purposes	
Total				\$100,000

or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**FIRE UNION COLLECTIVE BARGAINING AGREEMENT**

**ARTICLE NO. 14:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be used to fund the cost items of the first fiscal year of the proposed Collective Bargaining Agreement between the Town of Brewster and International Association of Firefighters Local 3763 for a term effective July 1, 2023 through June 30, 2026, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**POLICE PATROL OFFICER COLLECTIVE BARGAINING AGREEMENT**

**ARTICLE NO. 15:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be used to fund the cost items of the first fiscal year of the proposed Collective Bargaining Agreement between the Town of Brewster and Brewster Police Union, Massachusetts Coalition of Police, Local 332, AFL-CIO, for a term effective July 1, 2023 through June 30, 2026, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**POLICE SUPERIOR UNION COLLECTIVE BARGAINING AGREEMENT**

**ARTICLE NO. 16:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be used to fund the cost items of the first fiscal year of the proposed Collective Bargaining Agreement between the Town of Brewster and the Brewster Police Superior Officers Association, New England Police Benevolent Association, Local 78, for a term effective July 1, 2023 through June 30, 2026, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**POLICE DISPATCHER UNION COLLECTIVE BARGAINING AGREEMENT**

**ARTICLE NO. 17:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be used to fund the cost items of the first fiscal year of the proposed Collective Bargaining Agreement between the Town of Brewster and the Brewster Police Public Safety Dispatchers Union, Massachusetts Coalition of Police, Local 513, AFL-CIO, for a term effective July 1, 2023 through June 30, 2026, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)



**LADIES LIBRARY UNION COLLECTIVE BARGAINING AGREEMENT**

**ARTICLE NO. 18:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be used to fund the cost items for the first fiscal year of the proposed Collective Bargaining Agreement between the Brewster Ladies Library Association and the Service Employees International Union, Local 888, Brewster Library Employees, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**SEIU COLLECTIVE BARGAINING AGREEMENT**

**ARTICLE NO. 19:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund the cost items of the first fiscal year of the proposed Collective Bargaining Agreement between the Town of Brewster and Service Employees International Union, Local 888, for a term effective July 1, 2023 through June 30, 2026, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**OPEIU COLLECTIVE BARGAINING AGREEMENT**

**ARTICLE NO. 20:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be used fund the cost items of the first fiscal year of the proposed Collective Bargaining Agreement between the Town of Brewster and Office and Professional Employees International Union, Local 6, for a term effective July 1, 2023 through June 30, 2026, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**NON-UNION PERSONNEL WAGE FUNDING**

**ARTICLE NO. 21:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund wage and salary adjustments effective July 1, 2023 for eligible and non-union employees dictated by the Compensation Plan developed pursuant to the Personnel Bylaw, Section 36-4 of the Brewster Town Code, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**SPECIAL ACT: TRANSFER CARE, CUSTODY, AND CONTROL & CHANGE USES OF WING ISLAND**

**ARTICLE NO. 22:** To see if the Town will vote to authorize the Select Board to petition the General Court for special legislation authorizing the transfer from the Select Board for public bathing and recreation purposes to the Conservation Commission for conservation and open space purposes, the parcel of land known as Wing Island, as acquired by the Town of Brewster pursuant to an Order of Taking dated July 14, 1961 and recorded on July 28, 1961, as described in a deed recorded with the Barnstable registry of deeds in book 1123, page 170, all as set forth below, and, further, to authorize the General Court to make changes of form only to such legislation without the approval of the Select Board, and, to authorize the Select Board to approve such changes that are within the public purposes of the vote taken hereunder, or to take any other action relative thereto.

SECTION 1. Notwithstanding any general or special law to the contrary, the town of Brewster is hereby authorized pursuant to the provisions of section 15A of chapter 40 of the general laws, to transfer a parcel of land from the select board for public bathing and recreation purposes to the care, custody and control of the conservation commission for conservation and open space purposes, including public bathing, subject and dedicated to the purposes of Article 97 of the Massachusetts Constitution a parcel of land shown Wing Island, as acquired by the Town of

Brewster pursuant to an Order of Taking dated July 14, 1961 and recorded on July 28, 1961, as described in a deed recorded with the Barnstable registry of deeds in book 1123, page 170.

SECTION 2. This act shall take effect upon its passage.

Or to take any other action relative thereto.

(Select Board)

(2/3 Vote Required)

**TOWN BYLAW AMENDMENT: BUILDING AND NEEDS ASSESSMENT COMMITTEE**

**ARTICLE NO. 23:** To see if the Town will vote to amend Chapter 12 of the Town bylaws to delete Article XV, Building and Needs Assessment Committee, in its entirety, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**NEW TOWN BYLAW: PROHIBITION ON SALE OF MINIATURE SINGLE USE CONTAINERS**

**ARTICLE NO. 24:** To see if the Town will vote to adopt the following ban on the sale of miniature single use containers for alcoholic beverages as a general bylaw and to insert into the Code of the Town of Brewster, Massachusetts as Chapter XX: "No person shall sell, offer for sale, or otherwise distribute alcoholic beverages in containers less than or equal to 100 milliliters within the Town of Brewster. This section shall take effect on January 1, 2024."

(Select Board)

(Majority Vote Required)

**CITIZENS PETITION: PROHIBITION ON PLASTIC FOOD CONTAINERS AND UTENSILS**

**ARTICLE NO. 25:** To see if the Town will vote to amend the Town's General Bylaw by inserting a new bylaw entitled, Plastic Reduction, as follows, and to authorize the Town Clerk to assign appropriate numbering therefor:

Chapter \_\_\_\_: Plastic Reduction

This bylaw is enacted pursuant to the general police power in order to protect the health, safety, and welfare of the inhabitants of the Town.

**Effective Date**

This Bylaw shall take effect on September 1, 2024.

**Purpose and Intent**

Plastic food containers and single-use utensils form a significant portion of the solid waste stream going into landfills. Local landfills are running out of room; our future solid waste may have to be transported hundreds of miles to a landfill at considerable cost. Plastic food containers are not recyclable, nor are they biodegradable. Once buried in our landfills, they will persist for centuries. If incinerated the toxins in plastic are linked to cancer and threaten our air quality. Appropriate alternative and sustainable products are readily available from the vendors used by local food establishments; cooperative bulk buying arrangements are possible. Thus, elimination of plastic food containers and utensils is in the best interest of the health and welfare of Town inhabitants.

**Definitions**

"Disposable Food Service Container" means single-use disposable products for serving or transporting prepared, ready-to-consume food. This includes plates, bowls, trays, hinged or lidded containers, and utensils.

"Food Establishment" means an operation that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption, as further defined in 105 CMR 590.002. Any establishment requiring a permit to operate in accordance with the State Food Code, 105 CMR 590.000 et. seq., shall be considered a Food Establishment for the purposes of this Bylaw.

“Plastic” is defined as any type of plastic resin, which may contain recycled materials, and may be sold as recyclable, biodegradable, or compostable. The material is commonly categorized in terms of #1, #2, #3, #4, #5, #6, #7; plastic as referenced includes all categories.

“Prepared Food” means any food prepared for consumption on the Food Establishment’s premises, using any cooking or food preparation technique. This does not include any raw uncooked meat, fish or eggs unless provided for consumption without further food preparation.

“Town Facility” means any building, structure, land, or park owned or operated by the Town of Brewster, its agents and departments.

“Town Facility Uses” means all persons, societies, associations, organizations, or special event promoters who require permission to use a Town Facility. Town Facility Users also includes concession contracts with the Town, Town-managed concessions, Town-sponsored events, and food services provided at the Town’s expense.

#### Prohibition

- A. Except as provided herein, Food Establishments are prohibited from dispensing Prepared Food to customers in Disposable Food Service containers and utensils made from Plastic.
- B. Town Facility Users are prohibited from dispensing Prepared Food to customers in Disposable Food Service containers made from Plastic and providing utensils made from Plastic.  
Public and private schools, educational institutions, summer camps, childcare facilities, and other childcare programs approved to participate in USDA Child Nutrition Programs are exempt.

#### Administration and Enforcement

This Bylaw is enforced by the Town Administrator, or any committee appointed by them. Any Food Establishment or Town Facility User which violates any provisions of this Bylaw shall be subject to the following penalties:

First Offense: Written warning

2<sup>nd</sup> Offense: \$150 fine

3<sup>rd</sup> Offense and Subsequent Offenses: \$300 fine

Any such fines collected shall be payable to the Town of Brewster. Each day the violation continues constitutes a separate violation. After detection of an initial violation, the designated inspection authority will be required to verify subsequent compliance until compliance with this bylaw is established. All businesses will be routinely inspected until the Town Administrator deems the inspections to no longer be required.

(Citizens Petition)

(Majority Vote Required)

#### **CITIZENS PETITION: NEW TOWN BYLAW – TOWN MEETING APPROVAL OF PROJECTS EXCEEDING \$100,000**

**ARTICLE NO. 26:** To see if the Town will vote to amend the Brewster Code by adding thereto a new Article 42-2, to read as follows:

“No improvements or alterations to land under the care, custody, and control of the Town exceeding \$100,000.00 in value may be made except by prior approval by a vote of more than a majority of Town Meeting”, or to take any other action relative thereto.

(Citizens Petition)

(Majority Vote Required)

#### COMMENT

Land under the care and custody of the Town may be presently developed, improved, or altered lawfully without a vote of Town Meeting, so long as the funds for such improvements are procured from outside sources, such as gifts or grants. This article will require Town Meeting approval before the Town may take such actions, irrespective of the source of the funding.

Select Board: Yes 0, No 5, Abs 0

Finance Committee:

Yes 1, No 6, Abs 1

**CITIZENS PETITION: CONDITIONS ON SELECT BOARD ACCEPTANCE OF ANONYMOUS GIFTS**

**ARTICLE NO. 27:** To see if the Town will vote to Amend Article 42-1 of the Brewster Code by deleting the present Article 42-1 in its entirety, and substituting therefore the following:

“The Select Board is authorized to accept or reject in whole or in part and on behalf of the Town all gifts tendered to the Town pursuant to this By-law and pursuant to G.L. c. 44 sec. 53A as amended; provided, however, that in the event of an anonymous gift exceeding \$10,000.00, the Select Board shall specify in writing, by a document approved by the Select Board and filed with the Town Clerk on or before the date of the acceptance of the gift, and made publicly available, identify any and all promises made by the Town as a condition of receipt of such gift and any condition or conditions which are attached to the acceptance of such gift; all purposes for which such gift may be used by the Town; any obligations created or imposed upon the Town as a result of the acceptance of such gift; and the value of all staff time expended by the Town prior to the date of the Select Board Meeting at which approval for such gift is sought, and all funds expended by the Town prior to such date”, or to take any other action relative thereto.

(Citizens Petition)

(Majority Vote Required)

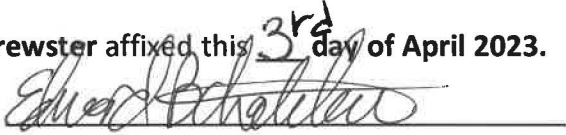
**TOWN OF BREWSTER  
ANNUAL TOWN MEETING  
MAY 1, 2023**

You are hereby directed to serve this Warrant with your doings thereon to the Town Clerk at the time and place of said meeting as aforesaid.

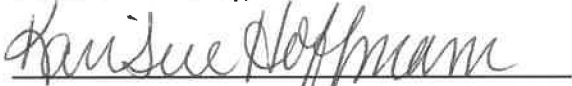
Given under our hand and Seal of the Town of Brewster affixed this 3<sup>rd</sup> day of April 2023.



David C. Whitney, Chair



Edward B. Chatelain, Vice-Chair



Kari Sue Hoffmann, Clerk



Mary W. Chaffee



Cynthia A. Bingham

I, Roland W. Bassett Jr, duly qualified Constable for the Town of Brewster, hereby certify that I served the Warrant for the Annual Town Meeting of May 1, 2023 by posting attested copies thereof, in the following locations in the Town on the 6<sup>th</sup> day of April, 2023.

Brewster Town Offices  
Brewster Ladies Library  
The Brewster General Store  
U. S. Post Office

Café Alfresco  
Brewster Pizza House  
Millstone Liquors

  
\_\_\_\_\_  
Roland W. Bassett, Jr. Constable