

**TOWN OF GREAT BARRINGTON MASSACHUSETTS
FINANCE COMMITTEE MEETING
< AGENDA >**

**TUESDAY, AUGUST 18, 2020
6:00 PM**

LOCATION: REMOTE MEETING VIA ZOOM

Please click the link below to join the Zoom Meeting:
<https://us02web.zoom.us/j/83829094607?pwd=ZDl5Y2FjVndnMVZUZFBzajhiMXJlQT09>

Or by Telephone: Dial in: **(929) 205-6099**
Meeting ID: 838 2909 4607
Password: 115599

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Great Barrington Finance Committee will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the town's website, at www.townofgb.org. For this meeting, members of the public who wish to listen to the meeting may do so in the following manner: See instructions at the top of the agenda. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the town's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

1. Call to Order
2. Roll Call Vote
3. Approval of Minutes:
4. Finance Committee member committee reports
5. Update from Town Manager
 - State Funding Update
6. Update from Finance Director
 - FY 2020 Budget Report
7. Finance Committee business:
 - Upcoming Special Town Meeting Warrant Items (Discussion/Vote)
 - Quarterly Real Estate Tax Payments
 - Wastewater Budget Request
 - CPA Plan Review (Discussion)
8. Citizen Speak Time
9. Finance Committee Member Comments
10. Media Time
11. Adjournment

Pursuant to MGL, 7C 30A sec. 20(f), after notifying the Chair of the public body, any person may make a video or audio recording of an open session of a meeting of a public body, or may transmit the meeting through any medium. At the beginning of the meeting, the Chair shall inform other attendees of any such recordings. Any member of the public wishing to speak at the meeting must receive permission of the Chair.



STATE LEADERS ANNOUNCE LEVEL FUNDING FOR MAJOR LOCAL AID ACCOUNTS

FY21 UGGA TO BE LEVEL FUNDED AT FY20 AMOUNTS FY21 CHAPTER 70 SCHOOL AID AT LEAST LEVEL FUNDED FOR ALL

July 30, 2020

After months of uncertainty regarding the size of the state's fiscal crisis, state leaders today announced a framework for protecting the two main sources of local aid in the state's fiscal 2021 state budget. According to a statement issued by A&F Secretary Michael Heffernan, the Governor and Legislature are committing to no less than level funding of Unrestricted General Government Aid and Chapter 70 education aid as the baseline amount for fiscal 2021 funding for each community.

Because of the difficulty in projecting tax collections, unanswered questions about whether the federal government will provide fiscal relief, and the unknown impact that the coronavirus will have this fall, the Legislature has enacted a bill to continue with a temporary budget through October 31. The state had previously adopted a one-twelfth budget through July, and has added a 3-month extension. This will give lawmakers and the Administration more time to gather information and shape their budget plans.

Knowing that local officials need firm information on local aid and school funding in order to finalize their municipal budgets, the state's top leaders have joined together to provide guidance to cities and towns, and the news is good for communities.

In an alert issued via the Division of Local Services, the Baker-Polito Administration announced that House and Senate leaders and the Governor would be protecting the two major local aid accounts, UGGA and Chapter 70, from cuts as they set the state's fiscal 2021 budget later this fall.

They announced that the \$1.13 billion Unrestricted General Government Aid (UGGA) program will be level funded at fiscal 2020 amounts for all communities, and that all cities and towns will receive at least level funding of their Chapter 70 education aid. Some school districts will receive school aid increases due to inflation and enrollment under the current formula. In total, Chapter 70 school aid will increase by \$107 million, bringing that account up to \$5.28 billion.

[Click here to download the topline local aid UGGA and Chapter 70 numbers for each community and school district, as released by DLS this afternoon.](#)

Local officials with questions about the numbers can email DLS at databank@state.ma.us.

The Governor-House-Senate framework closely matches the MMA's request to state leaders, which the association delivered earlier this week. MMA has asked state leaders to protect local aid from cuts by preserving aid at fiscal 2020 levels at a minimum.

[Please click here to read MMA's July 27 letter to state leaders.](#)

MMA immediately applauded the local aid framework, issuing the following statement:

"This is very welcome news for cities and towns in every corner of Massachusetts. With the state facing a budget shortfall of between \$6 billion to \$8 billion due to the COVID-19 recession, local leaders have been very concerned about the potential impact on local aid. Today, the Governor, House and Senate have demonstrated that the state-local relationship is a true partnership.

"By protecting local aid during this crisis, the state will maintain vital financial support for cities and towns. With this key financial guidance, communities can finalize their fiscal 2021 budgets, allowing them to continue their work fighting the coronavirus pandemic and delivering the essential quality-of-life services that drive our economy. This framework will benefit every resident and business in the Commonwealth, and we are deeply grateful to Governor Baker and Lt. Governor Polito, Speaker DeLeo, President Spilka, House and Senate Budget Chairs Michlewitz and Rodrigues, and their colleagues in the Legislature."

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TOWN OF GREAT BARRINGTON
FY20 BUDGET REPORT-6/30/20

P 1
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FOR 2020 12

ACCOUNTS FOR: 001 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/>							
01122 SELECTBOARD/TOWN MANAGER							
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01122 51105 SELECTBOARD	12,500	12,500	12,499.80	2,083.30	.00	.20	100.0%
01122 51108 TOWN MANAGER	120,000	120,000	120,000.00	14,656.53	.00	.00	100.0%
01122 51113 ADMINISTRATION	102,327	102,327	102,326.31	12,497.78	.00	.69	100.0%
01122 51114 COMMITTEE CLERKS	7,500	5,830	3,495.48	365.80	.00	2,334.52	60.0%
01122 51200 INTERN	2,500	2,500	1,912.50	925.00	.00	587.50	76.5%
01122 51420 LONGEVITY PAY	950	1,050	1,050.00	.00	.00	.00	100.0%
01122 52000 CONTRACTED SERVICES	20,000	20,000	20,000.00	5,000.00	.00	.00	100.0%
01122 52300 PUBLICATIONS	5,000	1,150	1,145.00	950.00	.00	5.00	99.6%
01122 53020 LEGAL FEES	55,000	120,428	120,427.06	28,064.43	.00	1.27	100.0%
01122 53070 CONSULTANTS	9,200	7,800	7,800.00	.00	.00	.00	100.0%
01122 53450 ADVERTISING	15,000	12,630	12,627.42	2,390.54	.00	2.58	100.0%
01122 54200 OFFICE SUPPLIES	4,000	4,825	4,820.85	851.80	.00	4.15	99.9%
01122 57100 TRAVEL/TRAINING	5,000	6,470	6,461.96	23.34	.00	8.04	99.9%
01122 57300 DUES & MEMBERSHIPS	5,000	4,150	4,144.60	.00	.00	5.40	99.9%
TOTAL SELECTBOARD/TOWN MANAGER	363,977	421,660	418,710.98	67,808.52	.00	2,949.35	99.3%
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01131 FINANCE COMMITTEE							
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01131 57300 DUES & MEMBERSHIPS	300	300	180.00	.00	.00	120.00	60.0%
01131 57800 RESERVE FUND	100,000	20,000	.00	.00	.00	20,000.00	.0%
TOTAL FINANCE COMMITTEE	100,300	20,300	180.00	.00	.00	20,120.00	.9%
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01135 TOWN ACCOUNTANT							
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01135 51107 TOWN ACCOUNTANT	105,000	105,000	104,999.91	12,824.42	.00	.09	100.0%
01135 51114 A/P CLERK	9,500	9,500	4,259.84	1,170.00	.00	5,240.16	44.8%
01135 53010 AUDIT/ACCTG SERVICES	25,500	74,720	25,500.00	.00	49,220.00	.00	100.0%
01135 53070 CONSULTANTS (OTHER)	2,000	2,000	1,025.00	.00	.00	975.00	51.3%
01135 57100 TRAVEL/TRAINING	2,000	2,000	.00	.00	.00	2,000.00	.0%
01135 57300 DUES & MEMBERSHIPS	300	300	80.00	.00	.00	220.00	26.7%
TOTAL TOWN ACCOUNTANT	144,300	193,520	135,864.75	13,994.42	49,220.00	8,435.25	95.6%
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01136 TECHNOLOGY							
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01136 51107 IT COORDINATOR STIPEND	6,000	6,000	6,000.00	732.77	.00	.00	100.0%

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TOWN OF GREAT BARRINGTON
FY20 BUDGET REPORT-6/30/20

P 2
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FOR 2020 12

ACCOUNTS FOR: 001 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01136 52400 REPAIRS & MAINTENANCE	17,500	9,450	9,445.88	135.00	.00	4.12	100.0%
01136 52470 REPAIRS/MAINT-GENERAL	0	19,854	12,564.00	.00	.00	7,290.00	63.3%
01136 52471 REPAIRS/MAINT-PUBLIC S	0	292	292.00	.00	.00	.00	100.0%
01136 52700 CONTRACTED SERVICES	24,000	23,929	23,929.00	.00	.00	.00	100.0%
01136 53000 SOFTWARE LICENSES	111,043	109,418	109,402.23	712.80	.00	15.77	100.0%
01136 53030 DATA SERVICES	20,085	27,556	24,803.43	3,095.87	.00	2,752.57	90.0%
01136 53400 TELEPHONE	30,000	32,275	31,116.64	2,985.51	.00	1,158.36	96.4%
TOTAL TECHNOLOGY	208,628	228,774	217,553.18	7,661.95	.00	11,220.82	95.1%
01141 ASSESSORS							
01141 51106 PRINCIPAL ASSESSOR	82,875	76,975	72,000.00	8,793.93	.00	4,975.00	93.5%
01141 51109 BOARD OF ASSESSORS	1,200	1,200	1,200.00	600.00	.00	.00	100.0%
01141 51113 ADMIN ASSESSOR	46,785	51,685	51,645.44	6,307.84	.00	39.56	99.9%
01141 51300 OVERTIME	0	1,000	422.40	.00	.00	577.60	42.2%
01141 51420 LONGEVITY PAY	950	950	750.00	.00	.00	200.00	78.9%
01141 53010 CONTRACTED SERVICES	20,000	29,188	19,847.50	1,700.00	.00	9,340.00	68.0%
01141 54200 OFFICE SUPPLIES	2,000	2,014	1,729.19	77.75	.00	284.31	85.9%
01141 57100 TRAVEL/TRAINING	2,600	2,600	1,372.71	.00	.00	1,227.29	52.8%
01141 57300 DUES & MEMBERSHIPS	300	300	200.00	.00	.00	100.00	66.7%
TOTAL ASSESSORS	156,710	165,911	149,167.24	17,479.52	.00	16,743.76	89.9%
01146 COLLECTOR/TREASURER							
01146 51106 COLLECTOR/TREASURER	79,087	79,087	79,086.92	9,659.52	.00	.08	100.0%
01146 51107 ASST COLLECTOR	54,550	53,766	36,473.53	5,459.31	.00	17,292.77	67.8%
01146 51113 FINANCIAL CLERK	18,864	18,783	2,598.65	648.00	.00	16,184.35	13.8%
01146 51114 PARKING CLERK STIPEND	1,150	1,150	.00	.00	.00	1,150.00	.0%
01146 51300 OVERTIME	0	865	864.70	.00	.00	.00	100.0%
01146 51420 LONGEVITY PAY	750	750	.00	.00	.00	750.00	.0%
01146 53000 TAX TITLE LITIGATION	17,100	29,600	16,483.71	9,705.85	12,860.90	255.39	99.1%
01146 53010 CONTRACTUAL SERVICES	7,500	7,500	5,089.30	1,386.91	.00	2,410.70	67.9%
01146 53430 POSTAGE	20,000	20,000	19,012.99	6,964.00	.00	987.01	95.1%
01146 53800 FINANCIAL SERVICES	2,000	2,124	1,203.25	717.50	.00	921.00	56.6%
01146 54200 OFFICE SUPPLIES	10,800	10,944	4,214.66	639.33	.00	6,729.34	38.5%
01146 54202 OFFICE EQUIPMENT	1,500	1,500	637.00	.00	.00	863.00	42.5%
01146 57100 TRAVEL/TRAINING	2,465	2,465	963.09	.00	.00	1,501.91	39.1%
01146 57300 DUES & MEMBERSHIPS	175	175	80.00	.00	.00	95.00	45.7%

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TOWN OF GREAT BARRINGTON
FY20 BUDGET REPORT-6/30/20

P 5
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FOR 2020 12

ACCOUNTS FOR: 001 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01192 52700 CONTRACTED SERVICES	55,000	55,000	48,164.04	542.85	.00	6,835.96	87.6%
01192 52701 FACILITY LEASES	35,000	35,000	26,886.97	.00	.00	8,113.03	76.8%
01192 52920 TRASH REMOVAL	2,350	2,419	2,418.68	408.72	.00	.00	100.0%
01192 54300 PARKS/CMTRY SUPPLIES	4,000	6,500	6,042.24	2,083.48	.00	457.76	93.0%
01192 54500 CUSTODIAL SUPPLIES	14,000	17,000	12,298.16	1,328.67	.00	4,701.84	72.3%
01192 55200 COURTHOUSE BLDG MNTNCE	17,000	17,000	14,157.86	.00	.00	2,842.14	83.3%
01192 57300 DUES & MEMBERSHIPS	100	100	.00	.00	.00	100.00	.0%
01192 57800 RESERVE FUND TRANSFER	0	7,250	7,250.00	.00	.00	.00	100.0%
TOTAL PUBLIC BUILDINGS	701,165	689,155	572,215.28	51,471.22	12,413.78	104,525.63	84.8%

01210 POLICE DEPARTMENT

01210 51117 POLICE CHIEF	95,760	95,760	95,758.59	11,695.65	.00	1.41	100.0%
01210 51121 PATROLMEN	1,099,800	1,035,612	1,009,759.39	135,837.82	.00	25,852.61	97.5%
01210 51123 POLICE SPECIALS	54,430	54,605	54,605.15	6,243.74	.00	.00	100.0%
01210 51125 ADMINISTRATIVE ASST	43,540	43,540	43,535.77	5,317.35	.00	4.23	100.0%
01210 51131 PARKING CONTROL OFFCR	15,000	5,440	5,427.29	320.00	.00	12.71	99.8%
01210 51300 OVERTIME	145,000	223,800	225,281.95	41,609.51	.00	-1,481.95	100.7%*
01210 51410 HOLIDAY PAY	53,600	50,638	50,718.63	3,808.37	.00	-80.63	100.2%*
01210 51420 LONGEVITY PAY	5,550	5,535	5,350.00	.00	.00	184.85	96.7%
01210 51920 UNIFORM ALLOWANCE	19,125	16,875	16,875.00	.00	.00	.00	100.0%
01210 51930 TRAINING/EDUCATION	69,878	69,878	41,352.93	1,432.81	6,697.94	21,827.13	68.8%
01210 52450 EQUIPMNT MAINT/REPRS	1,635	1,135	1,135.00	.00	.00	.00	100.0%
01210 52900 CARE OF PRISONERS	1,500	1,242	925.42	29.05	.00	316.44	74.5%
01210 54200 OFFICE SUPPLIES	8,400	8,400	8,340.06	2,944.33	.00	59.94	99.3%
01210 54201 OFFICE EQUIPMENT	1,380	1,380	1,380.00	.00	.00	.00	100.0%
01210 54202 ADDTL EQUIPMENT	3,100	3,100	2,796.19	1,329.19	.00	303.81	90.2%
01210 54800 VEHICULAR SUPPLIES	14,000	14,000	14,028.34	1,994.33	.00	-28.34	100.2%*
01210 55840 UNIFORMS	13,000	13,000	13,000.00	2,142.49	.00	.00	100.0%
01210 55850 CRIME PREVENTION/AMMO	13,084	13,084	12,919.13	5,770.61	.00	164.87	98.7%
01210 55860 SUBSCRIPTIONS	1,945	1,945	1,908.08	.00	.00	36.92	98.1%
01210 57100 TRAVEL/TRAINING	26,920	30,977	30,990.26	4,833.31	.00	-13.12	100.0%*
01210 57300 DUES & MEMBERSHIPS	3,114	2,515	2,515.00	.00	.00	.00	100.0%
01210 57800 RESERVE FUND TRANSFER	0	30,000	30,000.00	8,422.18	.00	.00	100.0%
TOTAL POLICE DEPARTMENT	1,689,761	1,722,461	1,668,602.18	233,730.74	6,697.94	47,160.88	97.3%

01220 FIRE DEPARTMENT

01220 51113 CLERICAL	21,910	21,910	15,476.34	2,304.00	.00	6,433.66	70.6%
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TOWN OF GREAT BARRINGTON
FY20 BUDGET REPORT-6/30/20

P 6
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FOR 2020 12

ACCOUNTS FOR: 001 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01220 51117 FIRE CHIEF	84,660	84,660	84,659.35	10,340.14	.00	.65	100.0%
01220 51127 FIREFIGHTERS	145,000	130,000	112,767.81	19,581.52	.00	17,232.19	86.7%
01220 51129 FIRE INSPECTORS	126,000	126,000	124,441.75	18,252.34	.00	1,558.25	98.8%
01220 51300 OVERTIME	20,000	23,000	22,768.55	8,108.94	.00	231.45	99.0%
01220 51420 LONGEVITY PAY	200	200	200.00	.00	.00	.00	100.0%
01220 52450 EQUIPMNT MAINT/REPRS	44,000	60,955	58,455.56	11,695.22	.00	2,499.44	95.9%
01220 53800 HYDRANT RENTALS	105,000	109,900	109,876.88	39,835.08	.00	23.12	100.0%
01220 54200 OFFICE SUPPLIES	1,200	1,030	1,029.71	213.51	.00	.00	100.0%
01220 55810 FIREFIGHTING SUPPLIES	30,000	19,704	19,555.87	5,720.20	.00	148.50	99.2%
01220 55811 FIRE PREVENTION	1,000	939	939.31	.00	.00	.00	100.0%
01220 57100 TRAVEL/TRAINING	7,000	7,827	5,064.34	1,138.39	2,750.00	12.27	99.8%
01220 57300 DUES & MEMBERSHIPS	1,500	1,345	1,345.00	.00	.00	.00	100.0%
TOTAL FIRE DEPARTMENT	587,470	587,470	556,580.47	117,189.34	2,750.00	28,139.53	95.2%
01230 COMMUNICATIONS/EMERG MGMT							
01230 52450 EQUIPMENT MAINT/RPRS	10,000	10,000	8,664.82	.00	.00	1,335.18	86.6%
01230 52700 CONTRACTED SERVICES	10,877	10,877	10,762.07	500.00	.00	114.93	98.9%
01230 54200 OFFICE SUPPLIES	350	350	348.77	31.98	.00	1.23	99.6%
01230 58500 ADDITIONAL EQUIPMENT	5,800	5,800	5,281.31	2,497.19	.00	518.69	91.1%
TOTAL COMMUNICATIONS/EMERG MGMT	27,027	27,027	25,056.97	3,029.17	.00	1,970.03	92.7%
01241 BUILDING INSPECTOR							
01241 51107 BUILDING INSPECTOR	65,410	65,410	65,409.82	7,989.08	.00	.18	100.0%
01241 51108 ASST INSPECTOR	50,225	50,225	50,225.08	6,134.47	.00	-.08	100.0%*
01241 51113 CLERK	37,420	37,420	37,419.11	4,570.28	.00	.89	100.0%
01241 51420 LONGEVITY PAY	1,050	1,050	1,050.00	.00	.00	.00	100.0%
01241 52000 CONTRACTED SERVICES	3,500	3,532	3,532.08	3,500.00	.00	.00	100.0%
01241 52411 PROPERTY SECURITY/SAFTY	2,400	2,400	.00	.00	.00	2,400.00	.0%
01241 54200 OFFICE SUPPLIES	2,462	2,430	2,089.15	.00	.00	340.77	86.0%
01241 57100 TRAVEL/TRAINING	4,400	4,400	1,914.80	255.88	.00	2,485.20	43.5%
01241 57300 DUES & MEMBERSHIPS	300	300	295.00	.00	.00	5.00	98.3%
TOTAL BUILDING INSPECTOR	167,167	167,167	161,935.04	22,449.71	.00	5,231.96	96.9%
01292 ANIMAL CONTROL OFFICER							
01292 51107 ANIMAL CONTROL OFFCR	11,000	11,000	11,000.08	1,269.24	.00	-.08	100.0%*

08/13/2020 15:58
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TOWN OF GREAT BARRINGTON
FY20 BUDGET REPORT-6/30/20

P 7
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FOR 2020 12

ACCOUNTS FOR: 001 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01292 53000 PROFESSIONAL SERVICES	500	500	.00	.00	.00	500.00	.0%
01292 55800 OTHER SUPPLIES	200	200	.00	.00	.00	200.00	.0%
01292 57100 TRAVEL/TRAINING	770	770	.00	.00	.00	770.00	.0%
01292 57300 DUES & MEMBERSHIPS	50	50	.00	.00	.00	50.00	.0%
TOTAL ANIMAL CONTROL OFFICER	12,520	12,520	11,000.08	1,269.24	.00	1,519.92	87.9%
01300 EDUCATION							
01300 53210 BHRSD ASSESSMENT	16,730,161	16,730,161	16,730,161.00	4,182,540.25	.00	.00	100.0%
TOTAL EDUCATION	16,730,161	16,730,161	16,730,161.00	4,182,540.25	.00	.00	100.0%
01422 DPW-HIGHWAY							
01422 51110 DPW SUPERINTENDENT	87,340	87,340	87,338.46	10,623.34	.00	1.54	100.0%
01422 51112 ASST TOWN MANAGER	0	7,000	6,713.75	967.78	.00	286.25	95.9%
01422 51113 ADMINISTRATIVE ASST	39,000	39,000	38,999.78	4,763.33	.00	.22	100.0%
01422 51115 TREE WARDEN	7,500	7,500	7,500.00	1,250.00	.00	.00	100.0%
01422 51120 HGHWY SUPERINTENDENT	73,055	73,055	73,051.57	8,922.24	.00	3.43	100.0%
01422 51134 MECHANIC	51,985	59,985	53,389.44	7,301.12	.00	6,595.56	89.0%
01422 51135 WOKRING FOREMAN	64,940	64,940	64,934.08	7,930.88	.00	5.92	100.0%
01422 51136 LABORER/DRIVER	155,955	155,955	155,678.40	19,046.40	.00	276.60	99.8%
01422 51138 RECYCLING CENTER STAFF	16,185	16,185	15,019.38	1,988.71	.00	1,165.62	92.8%
01422 51139 EQUIPMENT OPERATORS	176,445	176,445	174,869.29	21,358.08	.00	1,575.71	99.1%
01422 51300 SNOW & ICE OVERTIME	70,108	70,108	56,780.86	.00	.00	13,327.14	81.0%
01422 51301 OVERTIME	9,800	11,800	11,994.23	3,594.46	.00	-194.23	101.6%*
01422 51420 LONGEVITY PAY	5,550	5,550	3,431.25	.00	.00	2,118.75	61.8%
01422 52110 STREET LIGHTS	135,000	135,000	115,883.20	16,469.31	5,837.62	13,279.18	90.2%
01422 52115 SEWER/WATER	1,000	1,000	592.05	.00	.00	407.95	59.2%
01422 52120 GAS	6,000	6,000	4,746.90	259.17	.00	1,253.10	79.1%
01422 52410 BLDG&GRNDS MAINT/RPRS	6,000	0	.00	.00	.00	.00	.0%
01422 52450 EQUIPMENT MAINT/REPRS	65,000	86,000	71,763.25	6,150.64	255.00	13,981.75	83.7%
01422 52490 STREET MAINT/REPAIRS	87,000	87,000	65,669.01	9,184.45	.00	21,330.99	75.5%
01422 52700 CONTRACTED SERVICES	51,000	26,478	23,313.60	6,187.50	.00	3,164.40	88.0%
01422 52701 TRASH HAULING	39,000	45,862	45,861.84	6,715.53	.00	.00	100.0%
01422 52702 HAZ WASTE COLLECTION	8,000	8,000	5,802.07	.00	.00	2,197.93	72.5%
01422 52740 CLOTHING & UNIFORMS	10,800	19,970	18,986.25	4,458.58	.00	983.68	95.1%
01422 52900 LICENSES	500	1,000	820.00	60.00	.00	180.00	82.0%
01422 53050 ENGINEERING-LANDFILL	14,000	14,000	11,483.58	11,483.58	716.42	1,800.00	87.1%

08/13/2020 15:58
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TOWN OF GREAT BARRINGTON
FY20 BUDGET REPORT-6/30/20

P 8
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FOR 2020 12

ACCOUNTS FOR: 001 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01422 53810 TREE SERVICES	92,500	92,500	82,816.62	6,385.00	.00	9,683.38	89.5%
01422 54200 OFFICE SUPPLIES	1,000	2,000	1,797.72	118.97	.00	202.28	89.9%
01422 54810 GASOLINE & DIESEL FUEL	96,000	96,000	71,184.08	26,176.32	.00	24,815.92	74.2%
01422 55300 PUBLIC WORKS SUPPLIES	31,900	36,900	30,182.60	2,139.99	.00	6,717.40	81.8%
01422 55700 SNOW & ICE SUPPLIES	150,000	150,000	109,443.98	2,219.20	.00	40,556.02	73.0%
01422 57100 INSTATE TRAVEL	2,500	1,638	64.55	42.30	.00	1,573.61	3.9%
01422 57300 DUES & MEMBERSHIPS	200	400	240.00	.00	.00	160.00	60.0%
01422 58541 REMEDIATION-HWY GARAGE	34,000	34,000	.00	.00	.00	34,000.00	.0%
TOTAL DPW-HIGHWAY	1,589,263	1,618,611	1,410,351.79	185,796.88	6,809.04	201,450.10	87.6%
01424 DPW-STREET LIGHTS							
01424 52110 STREET LIGHTS	0	4,534	4,533.73	.00	.00	.00	100.0%
TOTAL DPW-STREET LIGHTS	0	4,534	4,533.73	.00	.00	.00	100.0%
01491 DPW-CEMETERY/PARKS							
01491 58400 PARKS IMPROVEMENTS	0	38,000	31,050.03	.00	2,799.00	4,150.97	89.1%
TOTAL DPW-CEMETERY/PARKS	0	38,000	31,050.03	.00	2,799.00	4,150.97	89.1%
01511 BOARD OF HEALTH							
01511 51129 HEALTH AGENT	51,250	51,250	45,725.37	6,259.55	.00	5,524.63	89.2%
01511 51130 HEALTH INSPECTOR	48,425	48,425	26,076.00	.00	.00	22,349.00	53.8%
01511 51131 ANIMAL INSPECTOR	1,000	1,000	881.72	114.51	.00	118.28	88.2%
01511 52700 CONTRACTED SERVICES	13,875	13,875	7,447.00	2,311.75	.00	6,428.00	53.7%
01511 57100 TRAVEL/TRAINING	3,400	3,400	913.64	27.71	.00	2,486.36	26.9%
01511 57300 DUES & MEMBERSHIPS	300	300	100.00	.00	.00	200.00	33.3%
01511 57800 SUPPLIES	2,870	2,870	699.55	568.47	.00	2,170.45	24.4%
TOTAL BOARD OF HEALTH	121,120	121,120	81,843.28	9,281.99	.00	39,276.72	67.6%
01528 COMMUNITY SERVICES							
01528 57800 HUMAN SERVICES	35,000	0	.00	.00	.00	.00	.0%

08/13/2020 15:58
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TOWN OF GREAT BARRINGTON
FY20 BUDGET REPORT-6/30/20

P 9
glytdbud

FOR 2020 12

ACCOUNTS FOR: 001 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01528 57801 VISITNG NURSE ASSOC.	0	1,000	1,000.00	1,000.00	.00	.00	100.0%
01528 57803 BREIN CENTER	0	1,000	1,000.00	1,000.00	.00	.00	100.0%
01528 57805 ELIZABETH FREEMAN CENT	0	4,000	4,000.00	4,000.00	.00	.00	100.0%
01528 57806 GREENAGERS	0	1,000	1,000.00	1,000.00	.00	.00	100.0%
01528 57807 BERK SOUTH COMM CTR	0	5,500	5,500.00	5,500.00	.00	.00	100.0%
01528 57808 CONSTRUCT	0	3,500	3,500.00	3,500.00	.00	.00	100.0%
01528 57810 GT BARRINGTON LAND CON	0	2,000	2,000.00	2,000.00	.00	.00	100.0%
01528 57812 RR STREET YOUTH	0	5,000	5,000.00	5,000.00	.00	.00	100.0%
01528 57813 VOLUNTEERS IN MEDICINE	0	5,000	5,000.00	5,000.00	.00	.00	100.0%
01528 57814 ELDER SERVICES	0	1,000	1,000.00	1,000.00	.00	.00	100.0%
01528 57817 BERK CTR FOR JUSTICE	0	1,000	1,000.00	1,000.00	.00	.00	100.0%
01528 57818 COMM HEALTH PRGRM	0	5,000	5,000.00	5,000.00	.00	.00	100.0%
TOTAL COMMUNITY SERVICES	35,000	35,000	35,000.00	35,000.00	.00	.00	100.0%
01541 COUNCIL ON AGING							
01541 51106 COA DIRECTOR	54,925	54,925	54,921.42	6,707.90	.00	3.58	100.0%
01541 51107 ASSISTANT DIRECTOR	21,910	21,910	15,651.72	2,304.00	.00	6,258.28	71.4%
01541 51115 CUSTODIAN	9,000	9,000	7,894.58	964.22	.00	1,105.42	87.7%
01541 51200 COORDINATOR(P/T)	9,360	9,360	532.00	.00	.00	8,828.00	5.7%
01541 51420 LONGEVITY PAY	500	500	200.00	.00	.00	300.00	40.0%
01541 52450 EQUIPMENT MAINT/REPAIR	3,000	3,000	888.25	.00	.00	2,111.75	29.6%
01541 52700 ELDERLY TRANSPORTATION	45,000	45,000	45,000.00	.00	.00	.00	100.0%
01541 53810 ACTIVITIES	7,950	8,070	3,978.50	.00	.00	4,091.50	49.3%
01541 54200 OFFICE SUPPLIES	2,500	2,500	1,262.29	118.99	.00	1,237.71	50.5%
01541 57100 TRAVEL/TRAINING	1,400	1,400	1,142.00	.00	.00	258.00	81.6%
01541 57300 DUES & MEMBERSHIPS	450	450	450.00	.00	.00	.00	100.0%
TOTAL COUNCIL ON AGING	155,995	156,115	131,920.76	10,095.11	.00	24,194.24	84.5%
01543 VETERAN AFFAIRS							
01543 52710 VETERANS SERVICES	5,000	6,300	7,010.16	2,243.81	.00	-710.16	111.3%*
01543 57700 VETERANS BENEFITS	100,000	98,700	86,856.22	5,879.68	.00	11,843.78	88.0%
01543 57701 VETERANS DISTRICT	33,100	33,100	33,008.22	.00	.00	91.78	99.7%
TOTAL VETERAN AFFAIRS	138,100	138,100	126,874.60	8,123.49	.00	11,225.40	91.9%
01610 LIBRARIES							
01610 51143 HEAD LIBRARIAN	62,375	62,375	62,370.65	7,617.74	.00	4.35	100.0%

08/13/2020 15:58
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TOWN OF GREAT BARRINGTON
FY20 BUDGET REPORT-6/30/20

P 10
glytdbud

FOR 2020 12

ACCOUNTS FOR: 001 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01610 51145 ASST LIBRARIANS	93,400	93,400	93,397.76	11,407.36	.00	2.24	100.0%
01610 51146 LIBRARY CLERKS	276,830	276,830	217,233.13	17,052.33	.00	59,596.87	78.5%
01610 51420 LONGEVITY PAY	1,600	1,600	1,600.00	.00	.00	.00	100.0%
01610 52400 EQUIPMENT MAINT & REPA	2,050	2,432	2,431.48	.00	.00	.52	100.0%
01610 54200 OFFICE SUPPLIES	10,045	9,663	6,691.40	1,041.51	.00	2,971.60	69.2%
01610 55800 NONPRINT MATERIALS	34,850	35,237	34,682.20	11,473.75	121.90	432.64	98.8%
01610 55860 BOOKS/SUBSCRIPTIONS	76,875	76,875	76,223.33	13,640.62	49.75	601.92	99.2%
01610 55861 PROGRAMMING SUPPLIES	3,075	3,075	2,440.46	1,034.89	.00	634.54	79.4%
01610 57100 TRAVEL/TRAINING	1,600	1,600	291.40	.00	.00	1,308.60	18.2%
01610 57300 DUES & MEMBERSHIPS	1,010	1,010	936.00	.00	.00	74.00	92.7%
TOTAL LIBRARIES	563,710	564,097	498,297.81	63,268.20	171.65	65,627.28	88.4%
01650 PARKS & RECREATION							
01650 52400 MAINTENANCE & REPAIRS	3,000	3,000	1,647.77	198.30	.00	1,352.23	54.9%
01650 54201 PARK IMPROVEMENTS	11,000	6,223	6,223.31	525.00	.00	.00	100.0%
01650 54501 RECREATIONAL PROGRAMS	750	1,135	.00	.00	.00	1,135.31	.0%
01650 54502 PARK SUPPLIES	5,000	5,000	3,842.66	.00	.00	1,157.34	76.9%
01650 57803 LAKE MANAGEMENT	4,000	4,000	2,250.00	2,250.00	.00	1,750.00	56.3%
01650 57805 YOUTH PROGRAMMING	70,000	75,162	75,162.00	18,738.57	.00	.00	100.0%
01650 57810 WASTE MANAGEMENT	5,000	5,000	3,977.50	417.50	.00	1,022.50	79.6%
TOTAL PARKS & RECREATION	98,750	99,521	93,103.24	22,129.37	.00	6,417.38	93.6%
01691 VARIOUS BOARDS/COMMISSIONS							
01691 52400 HISTORICAL COMMISSION	7,470	12,270	6,982.30	1,500.00	.00	5,287.70	56.9%
01691 57800 AGRICULTURAL COMMISSIO	2,000	2,000	797.00	797.00	.00	1,203.00	39.9%
01691 57810 DUBOIS COMMITTEE	5,000	5,000	5,000.00	.00	.00	.00	100.0%
01691 57820 SUSTAINABILITY COMM	1,000	1,000	350.00	.00	.00	650.00	35.0%
TOTAL VARIOUS BOARDS/COMMISSIONS	15,470	20,270	13,129.30	2,297.00	.00	7,140.70	64.8%
01693 CELEBRATIONS							
01693 57800 CELEBRATIONS	10,000	10,000	3,426.25	426.25	.00	6,573.75	34.3%
01693 57810 BAND PROGRAMS	4,000	4,000	4,000.00	.00	.00	.00	100.0%

08/13/2020 15:58
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TOWN OF GREAT BARRINGTON
FY20 BUDGET REPORT-6/30/20

P 11
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FOR 2020 12

ACCOUNTS FOR: 001 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL CELEBRATIONS	14,000	14,000	7,426.25	426.25	.00	6,573.75	53.0%
01752 DEBT SERVICE							
01752 59100 LONG TERM PRINCIPAL	1,270,000	1,270,000	1,270,000.00	905,000.00	.00	.00	100.0%
01752 59120 LONG TERM INTEREST	286,150	286,150	286,150.00	85,525.00	.00	.00	100.0%
01752 59130 SHORT TERM INTEREST	95,000	95,000	81,329.70	.00	.00	13,670.30	85.6%
01752 59150 DEBT ISSUANCE COSTS	10,000	10,000	1,425.00	1,425.00	.00	8,575.00	14.3%
TOTAL DEBT SERVICE	1,661,150	1,661,150	1,638,904.70	991,950.00	.00	22,245.30	98.7%
01820 STATE ASSESSMENTS							
01820 56380 BRPC ASSESSMENT	5,660	5,660	5,660.26	.00	.00	.00	100.0%
TOTAL STATE ASSESSMENTS	5,660	5,660	5,660.26	.00	.00	.00	100.0%
01911 RETIREMENT							
01911 51750 MEDICARE	69,300	69,300	63,322.07	4,107.80	.00	5,977.93	91.4%
01911 51760 RETIREMENT FUND	787,660	787,660	787,654.00	.00	.00	6.00	100.0%
TOTAL RETIREMENT	856,960	856,960	850,976.07	4,107.80	.00	5,983.93	99.3%
01945 INSURANCE							
01945 51710 WORKERS COMPENSATION	37,500	55,158	54,560.04	295.00	.00	598.00	98.9%
01945 51740 HEALTH/LIFE INSURANCE	1,602,000	1,583,000	1,162,215.04	-20,801.87	.00	420,784.96	73.4%
01945 51741 DEDUCTIBLES	10,250	8,500	4,395.00	.00	.00	4,105.00	51.7%
01945 57400 GENERAL INSURANCE	130,000	135,500	134,525.52	.00	.00	974.48	99.3%
01945 57425 PUBLIC SAFETY INS	75,000	72,894	72,303.20	487.55	.00	591.26	99.2%
01945 59610 ALLOCATION FROM WW	-158,000	-158,000	-158,000.00	.00	.00	.00	100.0%
TOTAL INSURANCE	1,696,750	1,697,053	1,269,998.80	-20,019.32	.00	427,053.70	74.8%
TOTAL GENERAL FUND	28,336,693	28,511,625	27,259,737.92	6,097,534.40	98,770.01	1,153,117.42	96.0%
TOTAL EXPENSES	28,336,693	28,511,625	27,259,737.92	6,097,534.40	98,770.01	1,153,117.42	

August 2020

From: Bill Ingram

Subject: Sludge Hauling Account - Request for Increase

The FY21 sludge hauling account (60442-52800) is budgeted at \$164,000 (no change/increase from FY20).

However, the recently awarded Synagro bid increased the price of sludge hauling per wet ton from \$110.75 to \$127.35 (an increase of 15%). A 15% rate increase to the amount originally budgeted in FY21 is an additional \$24,600. This additional amount is needed to have enough revenues to cover this increased cost for FY21.

Also, I recognize that the total amount spent on hauling in through the end of FY20 was under-budget, the amount of sludge hauling has been increasing since January (possibly related to Covid), and I want to be prepared for the possibility that it will continue to increase over the course of the coming year. Thus, I am concerned that the amount/volume of sludge required for hauling could increase anywhere between 5%-15% from that seen in FY20, which could add up to an additional \$24,600 to the cost of hauling, for a combined/total possible increase of \$49,200.

Worth noting is that with the anticipated increased demand/usage is also increased revenue. However, we do need to be prepared for these anticipated increased expenses.

I understand that there is a special town meeting coming up. Thus, I am requesting an additional \$50,000 to supplement the sludge handling account. This supplement should be adequate to handle any increases in sludge processing due to increases in solids receiving because of the pandemic.

William Ingram

Wastewater Superintendent

413-528-0650

bingram@townofgb.org

Town of Great Barrington

Wastewater Treatment Plant

[100 Bentley Road](#)

[Great Barrington MA 01230](#)

EXECUTIVE SUMMARY

DATE: July 23, 2020

TITLE: Quarterly Tax Billing

BACKGROUND: Historically, the Town has billed and collected real estate and personal property taxes on a semi-annual basis (November and May). In more recent years, this has presented a financial strain on the Town's cash flow. There are significant payments that the Town must make in advance of the tax bills being mailed. This includes the quarterly school assessment of nearly \$4.5 million.

FISCAL IMPACT: A quarterly tax payment system will provide taxpayers with the ability to make four smaller payments versus two large payments. This will also provide the Town with a more evenly distributed level of income throughout the fiscal year. The Town will reduce the possibility of costly short-term borrowing in anticipation of tax revenue and will increase investment income. We anticipate that the cost impact to the Town will be minimal.

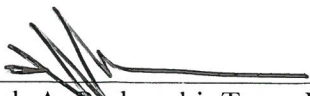
RECOMMENDATION: Recent conversations with both the Department of Revenue and the Town audit firm have resulted in a strong recommendation to transition to quarterly tax billing. Currently, there are less than 20% of all cities and towns in Massachusetts on semi-annual billing. The Finance team also agrees with this recommendation. With the approval of the Selectboard, the Town would bring this forward at the Special Town Meeting on September 15th with the intent of implementing this for Fiscal Year 2022.

PREPARED AND REVIEWED BY:


Susan M. Carmel, Finance Director/Town Accountant


Karen D. Fink, Treasurer/Collector

APPROVED:


Mark A. Pruhenski, Town Manager

Date: 7-23-20



TOWN OF GREAT BARRINGTON MASSACHUSETTS

COMMUNITY PRESERVATION COMMITTEE

COMMUNITY PRESERVATION PLAN

INTRODUCTION

The Town of Great Barrington Community Preservation Committee ("Committee") is pleased to present the 2019-2020 Town of Great Barrington *Community Preservation Plan* ("Plan"). This Plan describes the Community Preservation Act ("CPA"); reviews the allowable uses of CPA funds; summarizes the open space and recreation, affordable housing, and historic preservation needs and priorities of the Town; and, guides applicants seeking CPA funds.

The Community Preservation Act (CPA) was adopted by the voters of Great Barrington in 2012. The CPA (Massachusetts General Law Chapter 44B) is a tool that communities use to fund projects that preserve open space and historic resources, create affordable housing, and develop outdoor recreational facilities. The CPA also provides for a significant annual contribution of State funds to each participating municipality.

The Town of Great Barrington formed the Committee to implement the CPA law locally. By law, the Committee administers the community preservation fund, writes and adopts a Community Preservation Plan based on community input, receives proposals from the community for expenditures from the fund, and recommends projects to Town Meeting to be considered for funding. Town Meeting then votes to appropriate the CPA funds for the projects it approves. The Committee is comprised of nine members: two citizens-at-large and one member each from the Conservation Commission, Historical Commission, Parks Commission, Housing Authority Board, Planning Board, Select Board, and Finance Committee. The names of the members and the boards they represent are listed on the CPC page of the town website, www.townofgb.org.

This Plan was developed by the Committee after conferring with the town's Master Plan, soliciting feedback from Town boards and during public meetings held by the Committee. This Plan was discussed and approved at a public hearing on August 6, 2019. Annually hereafter, the Plan will be reviewed and discussed at a public hearing and amended if necessary.

ALLOWABLE SPENDING PURPOSES OF CPA FUNDS

This section is intended to guide both the CPC and applicants on the allowable uses of CPA funds, which are spelled out in the CPA statute, MGL Chapter 44B. The following activities may be funded by CPA:

Great Barrington Community Preservation Plan 2019-2020

	OPEN SPACE	HISTORIC RESOURCES	RECREATIONAL LAND	COMMUNITY HOUSING
Activities (refer to Glossary for definitions)	Land to protect existing and future well fields, aquifers and recharge areas, watershed land, agricultural land, grasslands, fields, forest land, wetland, river, stream, lake and pond frontage, land to protect scenic vistas, land for wildlife or nature preserve, and land for recreation use.	Building, structure, vessel, real property, document or artifact listed on the state register of historic places or determined by the local historic preservation commission to be significant in the history, archeology, architecture or culture of the city or town.	Land for active or passive recreational use including, but not limited to, the use of land for community gardens, trails, and noncommercial youth and adult sports, and the use of land as a park, playground or athletic field. Does not include horse or dog racing or the use of land for a stadium, gymnasium or similar structure.	Housing for low and moderate income individuals and families, including low or moderate income seniors. Moderate income is less than 100%, and low income is less than 80%, of US HUD Area Wide Median Income.
ACQUISITION Obtain property interest by gift, purchase, devise, grant, rental, rental purchase, lease or otherwise. Only includes eminent domain taking as provided by G.L. c. 44B	Yes	Yes	Yes	Yes
CREATION To bring into being or cause to exist. <i>Seideman v. City of Newton</i> , 452 Mass. 472 (2008)	Yes		Yes	Yes
PRESERVATION Protect personal or real property from injury, harm or destruction	Yes	Yes	Yes	Yes
SUPPORT Provide grants, loans, rental assistance, security deposits, interest-rate write downs or other forms of assistance directly to individuals and families who are eligible for community housing, or to entity that owns, operates or manages such housing, for the purpose of making housing affordable				Yes, includes funding for community's affordable housing trust
REHABILITATION AND/OR RESTORATION Make capital improvements, or extraordinary repairs to make assets functional for intended use, including improvements to comply with federal, state or local building or access codes or federal standards for rehabilitation of historic properties	Yes if acquired or created with CPA funds	Yes	Yes	Yes if acquired or created with CPA funds

Chart adapted from "Recent Developments in Municipal Law", Massachusetts Department of Revenue, October 2012.

Minimum Annual Allocations

CPA requirements and this Plan will guide the Committee's actions and funding recommendations. Pursuant to MGL Chapter 44B, each fiscal year the community must, at a minimum, spend or reserve a minimum of 10% of its annual CPA funds for each of the CPA's three main purposes: open

space and recreation, historic preservation, and community housing. CPA funds that are not expended in one year may be banked and carried over to subsequent years. The remaining 70% of funds may be allocated to any one or a combination of the allowable uses at the discretion of the Committee and subject to the approval of Town Meeting. Up to 5% of the annual CPA funds may be used for the CPC's costs to administer the CPA program.

Local or Regional Projects

CPA funds may be spent anywhere in Massachusetts, meaning communities are not confined to expending funds only within their jurisdiction. For example, this flexible provision allows a community to purchase land surrounding its water supply even if located in another city or town. CPA funding may also support inter-community cooperation on regional housing needs, allowing development in one community that serves several towns. Notwithstanding, the Committee will generally view local projects more favorably than regional projects.

Maintenance

CPA funds cannot be used for routine maintenance of existing facilities. For example, communities cannot use CPA funds for maintenance of a park (mowing the lawn or emptying trash barrels) or for maintenance of an historic building (cleaning the common areas or paying for utilities).

No Supplanting of Existing Funding

CPA funds may only augment municipal funds, not replace existing funding. In other words, CPA funds may not be appropriated to pay for project costs that have already been appropriated from another source. Any CPA eligible costs for a project that are identified in a municipality's capital improvement program are eligible for funding under the CPA, assuming the municipality has not made a prior funding commitment to pay for such costs.

FUNDING PROCESS

The Town Manager, town boards, committees and departments, civic organizations and nonprofits, residents, businesses, and property owners may bring proposals for funding to the Committee. The Committee will give favorable consideration to those proposals that are eligible CPA activities; that best meet the guidelines of this Plan; and that are consistent with the goals of other applicable town plans and studies, such as the Master Plan or Open Space and Recreation Plan.

The Committee does not have the power to appropriate funds for particular projects, only to make recommendations to Town Meeting voters. ***Under the law, the power to appropriate CPA funds is reserved solely for Town Meeting voters, acting only upon the recommendations of the Committee.*** Voters at Town Meeting may vote for or against projects recommended by the Committee, or may approve projects recommended by the Committee with reduced CPA funding. Project funding cannot be increased by Town Meeting voters, nor can new projects be proposed and funded at Town Meeting.

The Committee will strive to take a town-wide and long-range perspective in evaluating projects. The Committee is dedicated to a transparent process through which organizations and citizens may gain access to CPA funds for projects that will enhance Great Barrington. Applicants should note that the Committee may choose to recommend to Town Meeting that some or all of the CPA funds

be “banked” for future projects or opportunities that are likely to become “ripe” for funding in the not too distant future.

Those seeking CPA funding will follow a two-step application process; the application due dates are set forth in the application forms. In the first step, applicants submit a brief project description to allow the Committee to determine if the project is eligible for CPA funding. If the Committee determines the project fits the eligibility requirements, the applicant will be invited to proceed to the second step of submitting a full application. The Committee will review the full application at public meetings, make its decisions no later than the end of February, coordinate with the Finance Committee and Selectboard as they develop the Town budget, and transmit its recommendations to Town Meeting. All recommendations must be approved by Town Meeting in order to receive funding. Applicants whose projects are being recommended to Town Meeting are expected to attend Town Meeting (usually the first Monday of May).

Applicants should be aware that the Committee may withhold some or all funds until applicable permits and approvals are in place. Successful applicants must enter into an agreement or contract with the Town governing the terms of payment and project timeline. The Committee may also require performance or completion bonds and may withhold funds for nonperformance.

Recent and Future CPA Funding

A total of \$3.6 million in CPA funding has been awarded to projects since the inception of CPA in Great Barrington, for an average of approximately \$700,000 per year. These CPA funds have been distributed almost evenly among the CPA categories as follows: affordable housing 36%, historic preservation 35%, and open space and recreation 29%. For future funding rounds, available funds will be approximately \$600,000 per year, from which, as stated previously, at least 10% must be reserved or spent on each of the CPA’s purposes.

PROJECT SELECTION CONSIDERATIONS

Projects shall clearly demonstrate how they are consistent with this Plan and, when appropriate, consistent with other town and state plans such as the Master Plan, Open Space and Recreation Plan, or Housing Needs Study.

Depending on the eligibility and strength of applications, the Committee may recommend partial funding, full funding, or choose to not recommend an application. The Committee will use the following criteria to evaluate applications.

Town Projects

Generally, Town-sponsored projects which would otherwise have to be funded through the capital budget will be viewed favorably. For example, repairs to a Town-owned historic building for community benefit would be preferred over repairs to a historic building that is not publicly owned or used. **For the Fiscal Year 2021 funding round (which opens during the fall of 2019 and will be voted at the May 2020 Town Meeting), the Committee will give highest priority to projects on Town-owned property.**

Public Benefit

CPA projects shall benefit the public. All applicants must clearly demonstrate how the project will benefit the public, such as by providing public access or incorporating educational components into

their project. (Please note that CPA funds generally cannot be used to fund educational materials and in some projects public access may not be desirable or possible.)

Leveraging (Use of Multiple Funding Sources)

CPA funds may be used as matching monies for state and federal grant programs that require a local match. CPA funds may also be used as matching or seed monies to acquire grants from private organizations or individuals. Projects may use other funds to supplement CPA and those that leverage additional funds from sources other than CPA will be viewed more favorably than those that do not.

Multiple Community Preservation Purposes

Projects that serve more than one of the purposes of the CPA will be viewed more favorably than those that do not. For example, a project that creates affordable housing in a preserved historic building with a new riverfront recreational resource would meet all three of the purposes of the CPA.

Community Input and Support

Projects that can demonstrate that they have been developed through a participatory process in which the public has had the opportunity to provide input will be viewed more favorably than those that have not had public input. Evidence of public/community support (i.e., with unique letters) is strongly encouraged.

Project Team

Applicants should demonstrate the relevant experience of their team, including project managers, engineers, contractors, and other associated personnel.

Viability of Applicant

All applicants must demonstrate that they have the staff and other resources necessary to see the proposed project successfully through to completion.

AFFORDABLE HOUSING

Recent studies have shown the town needs more affordable housing. The housing stock in Great Barrington is generally expensive, limited in supply, and old. Using data from the 2013 Master Plan and the Census, the following is a summary of local affordable housing needs:

The metric of measuring whether housing is “affordable” is if a household spends not more than 30 percent of their household income on housing costs (leaving other income available for other things like food, transportation, education, savings, entertainment, and so on). By that definition, much of Great Barrington’s housing is unaffordable. According to the 2013-2017 US Census American Community Survey 5-year estimates, nearly one-third of households in Great Barrington spend more than 30 percent of their household incomes on housing costs. In downtown and its surrounding neighborhoods, this number is lower—less than a quarter of households—but, in the Housatonic village area, more than two-thirds of all households spend over 30 percent of their income on housing. Furthermore, while both owners and renters are “cost burdened” spending more than 30 percent of their income on housing, generally renters are harder hit than owners.

In general, the need and demand for accessible, one-level affordable living for seniors is growing as the population ages.

Over half of all homes in Great Barrington are valued at over \$300,000, and the median *sales* price over the last 12 months (as reported in July 2018) was \$338,800. That amount is well beyond the reach of a typical moderate-income household. For example, the most recent CPA area median income for a family of four in Great Barrington is \$72,900. This is the “moderate income” level according to CPA housing rules. A household with that income, assuming they had roughly \$1,000 of other monthly debt (such as car payments or student loans) and that they could muster a \$30,000 down payment, could only afford a home priced at \$225,000.¹

Housing demand also remains high, which tends to increase prices. According to 2013-2017 Census estimates, rental and homeowner vacancy rates are both less than two percent. And, nearly half of all housing units were built 80 years ago—old homes tend to be more expensive to heat and maintain.

CPA housing funds may be spent to serve the needs of households earning at or below 100 percent of the area median income as determined by the US Dept. of HUD. However, given the deep cost burdens in Great Barrington, the greatest needs are for those households earning 80 percent or less of the area median income. Additionally, new subsidized housing units for this level of income or less are eligible to be counted on the state’s Subsidized Housing Inventory.

The Town has had some success in proactively meeting these housing needs. In recent years, the Town has utilized CDBG funds to conduct a housing rehabilitation program for low- and moderate-income homeowners. Unfortunately, that program has ended, and there has been much more need than there is money. Additionally, local nonprofit organizations have recently developed or permitted more than 127 new units of affordable rental housing, all with the support of CPA funding.² Forest Springs is already occupied, and the three others are due to be occupied within the next one to four years; the waiting lists are already very long.

Also, the Town has created a Municipal Affordable Housing Trust Fund in order to preserve and create affordable housing. Housing Trusts have the ability to leverage additional funds, use other town resources, including land, and partner with local nonprofits in order to carry out its mission, and the most successful Housing Trusts are supported with annual grants of CPA funds. The Trust has made two downpayment assistance loans to date, allowing low-moderate income households to buy a home in town.

To address Great Barrington’s housing needs, the Committee’s affordable housing funding priorities for the coming year are to:

1. Honor its commitment to grant \$250,000 to the 910 Main Street project in FY21
2. Analyze the Town’s affordable housing needs
3. Create more affordable rental and homeownership housing, preferably in a manner that will ensure affordable units throughout the town, not just in a few large projects
4. Preserve threatened affordable housing resources and rehabilitate existing affordable housing units
5. Ensure long term affordability

¹ This is assuming an annual income of \$72,900, down payment of \$30,000, other monthly debt of \$1,000, and a 30-year mortgage at 3.92 percent. The monthly mortgage payment would be approximately \$1,200 (including taxes but not utilities).

² 11 at Forest Springs, 31 new at Bostwick Gardens, 45 at 100 Bridge Street, and 40 at 910 Main Street

The Committee also strongly encourages affordable housing projects that:

- Ensure that development contributes to the viability and character of our village centers
- Direct development and growth into the village centers
- Facilitate improvement of existing structures, redevelopment of previously built sites, and new development
- Encourage infill in developed areas
- Create a variety of housing types
- Promote and provide pedestrian connections, sidewalks and crosswalks, walking trails, bike paths and parks, when possible to connect housing to downtown, commercial, civic, cultural, educational, and recreational activities
- Use high quality construction and include “green” building materials and “green” technologies and efficiency/conservation measures to reduce occupants’ operating costs and environmental impacts
- Have stable and proven management capability
- Include a long-term maintenance plan (CPA funds are not eligible for maintenance)
- Include mixed use or multiple uses that are desired or needed in the particular location
- Provide housing that is harmonious in design and style with the surrounding neighborhood
- Encourage mixed-income projects in which a variety of unit sizes accommodate a diversity of ages and family sizes among its residents
- Give priority to local residents and/or employees of local businesses to the extent permitted by law
- Provide a permanent restriction to preserve the affordability of the housing unit(s) (required if the land are acquired with CPA funds)
- All projects are encouraged to utilize the services of local or regional businesses and nonprofit organizations

HISTORIC PRESERVATION

Great Barrington’s historic legacy and cultural resources are important contributors to our quality of life and economy. They are essential to our small town feeling and sense of place, and are vital elements of our tourism sector. Recognizing this, the Town has granted CPA historic funds to projects like the preservation of the former St. James Church, the Mahaiwe Theater, funding to fix the roof on Town Hall and the Mason library cupola, the Housatonic School, the restoration of the Newsboy Monument, and restoration of the Wheeler Farmstead.

Historic resource preservation helps Great Barrington be a more sustainable community. It reuses existing buildings and directs growth pressures to locations where infrastructure already exists, allowing for the conservation of important landscapes. It creates jobs and increases property tax revenue and tourism. It preserves important educational opportunities and resources.

Historic resources have other benefits as well. For example, cemeteries have historic significance in their own right, and they double as accessible open space which many people use for walking and contemplation. Historic mill buildings already are home to small businesses, and may in the future provide opportunities for housing units.

Many historic resources, including town-owned buildings and structures are in need of preservation, rehabilitation and/or restoration. These include Town Hall, Mason and Ramsdell libraries, the former Housatonic elementary school, the Southern Berkshire courthouse (the former Dewey elementary school), as well as historic structures including the Castle Street tunnel under the railroad tracks, the former trolley shelter at Belcher Square, and monuments.

Additionally, despite the successful completion of phase 1 of the Historical Commission's research, there remains a need to identify and document historic resources throughout Great Barrington.

The Committee and all projects are bound by the CPA law, which states that historic funds may be spent only on resources that are on the state register of historic places, or which have been determined by the Historical Commission to be significant to Great Barrington's history, culture, architecture or archeology. All CPA-funded historic projects must comply with the US Secretary of the Interior's standards for the treatment of historic properties.

To address the needs of Great Barrington's historic resources, the Committee's historic preservation funding priorities for the coming year are to:

1. Preserve, rehabilitate and/or restore Town-owned historic buildings and structures
2. Identify and document historic resources throughout town, and develop a historic preservation action plan that recommends National Register listings and prioritizes preservation projects
3. Preserve buildings in a Local Historic District
4. Preserve buildings and sites that are listed in the National Register of Historic Places including designated National Historic Landmarks
5. Preserve artifacts, documents or other records that are significant to the history and culture of the town

The Committee also strongly encourages historic preservation projects that:

- Preserve a threatened historic resource
- Include a long-term maintenance plan (CPA funds are not eligible for maintenance)
- Be endorsed by the Great Barrington Historical Commission and/or Historic District Commission
- Allow for public access to the historical asset

OPEN SPACE AND RECREATION

Great Barrington's natural resources, including its agricultural land, water bodies and waterways, and scenic landscapes are as important to the character and legacy of the Town as its historic resources. Significant tracts of town are permanently preserved, and most residents live within a short walk of a park, playground or open space resource.

Recent CPA projects have included farmland preservation, the creation of new trails or improving existing trails and connectivity between open space resources, and the preservation of unique resources like Lake Mansfield and the Housatonic River Walk. But significant needs remain, as documented by the 2013 Master Plan and the Open Space and Recreation Plan. These include improving opportunities for recreation for people of all ages and abilities, rehabilitation of existing open space and park assets, farmland preservation, cleanup and accessibility of the Housatonic

River, management of invasive species, outdoor recreation, and conservation of ecologically important areas, such as those illustrated in BioMap II, the Conservation Assessment and Prioritization System (CAPS) program and the Master Plan (see maps of Priority Conservation Areas and Unique and Scenic Features).

The 2013 Master Plan and the 2013 Open Space and Recreation Plan identify the following needs and goals:³

- Serve the changing needs of our community, including an aging and less mobile population, as well as people who are seeking low impact and heart health exercise
- Connect neighborhoods and village centers to community resources
- Create additional greenways (walking and biking trails) and “blueways” (paddling trails)
- Create new open space and recreational resources
- Create access to, and increase recreational use of, the Housatonic River
- Protect biodiversity, habitat, and natural resources
- Conserve agricultural land and agricultural soil
- Support community gardens and community supported agriculture

To address these needs, the Committee’s open space and recreation funding priorities for the coming year are to:

1. Support projects that preserve and rehabilitate/restore Town-owned open spaces, parks and recreational assets
2. Support existing and the development of long-envisioned recreation connections

The Committee also strongly encourages open Space and recreation projects that:

- Preserve and/or connect open space or recreation resources
- Include a long-term maintenance plan (CPA funds are not eligible for maintenance)
- Protect resources that are identified as conservation priorities by local, regional, and state planning documents
- Provide recreation opportunities
- Provide for a demonstrated community open space or recreational need and be accessible for a variety of ages and abilities
- Protect and/or connect scenic views and resources
- Provide connections and links of recreation resources and habitat areas
- Provide vital ecosystem services such as water quality and floodplain protection
- Provide an easement or other restriction to preserve natural resources
- Protect and/or connect the special places and features of our community, such as historic treasures, natural resources, farms, and open space—all that contribute to Great Barrington’s distinctive character
- Include public access where appropriate

³ This year, 2019, the Town is in the process of updating the 2013 Open Space and Recreation Plan,

GLOSSARY

From the text of the Community Preservation Act (MGL Ch. 44B, sec. 2)

“Acquire”, obtain by gift, purchase, devise, grant, rental, rental purchase, lease or otherwise.

“Acquire” shall not include a taking by eminent domain, except as provided in this chapter.

“Annual income”, a family’s or person’s gross annual income less such reasonable allowances for dependents, other than a spouse, and for medical expenses as the housing authority or, in the event that there is no housing authority, the department of housing and community development, determines.

“Capital improvement”, reconstruction or alteration of real property that: (1) materially adds to the value of the real property, or appreciably prolongs the useful life of the real property; (2) becomes part of the real property or is permanently affixed to the real property so that removal would cause material damage to the property or article itself; and (3) is intended to become a permanent installation or is intended to remain there for an indefinite period of time.

“Community housing”, low and moderate income housing for individuals and families, including low or moderate income senior housing.

“Community preservation”, the acquisition, creation and preservation of open space, the acquisition, creation and preservation of historic resources and the creation and preservation of community housing.

“Community preservation committee”, the committee established by the legislative body of a city or town to make recommendations for community preservation, as provided in section 5.

“Community Preservation Fund”, the municipal fund established under section 7.

“CP”, community preservation.

“Historic resources”, a building, structure, vessel real property, document or artifact that is listed on the state register of historic places or has been determined by the local historic preservation commission to be significant in the history, archeology, architecture or culture of a city or town.

“Legislative body”, the agency of municipal government which is empowered to enact ordinances or by-laws, adopt an annual budget and other spending authorizations, loan orders, bond authorizations and other financial matters and whether styled as a city council, board of aldermen, town council, town meeting or by any other title.

“Low income housing”, housing for those persons and families whose annual income is less than 80 per cent of the areawide median income. The areawide median income shall be the areawide median income as determined by the United States Department of Housing and Urban Development.

“Low or moderate income senior housing”, housing for those persons having reached the age of 60 or over who would qualify for low or moderate income housing.

“Maintenance”, incidental repairs which neither materially add to the value of the property nor appreciably prolong the property’s life, but keep the property in a condition of fitness, efficiency or readiness.

“Moderate income housing”, housing for those persons and families whose annual income is less than 100 per cent of the areawide median income. The areawide median income shall be the areawide median income as determined by the United States Department of Housing and Urban Development.

“Open space”, shall include, but not be limited to, land to protect existing and future well fields, aquifers and recharge areas, watershed land, agricultural land, grasslands, fields, forest land, fresh and salt water marshes and other wetlands, ocean, river, stream, lake and pond frontage, beaches, dunes and other coastal lands, lands to protect scenic vistas, land for wildlife or nature preserve and land for recreational use.

“Preservation”, protection of personal or real property from injury, harm or destruction.

“Real property”, land, buildings, appurtenant structures and fixtures attached to buildings or land, including, where applicable, real property interests.

“Real property interest”, a present or future legal or equitable interest in or to real property, including easements and restrictions, and any beneficial interest therein, including the interest of a beneficiary in a trust which holds a legal or equitable interest in real property, but shall not include an interest which is limited to the following: an estate at will or at sufferance and any estate for years having a term of less than 30 years; the reversionary right, condition or right of entry for condition broken; the interest of a mortgagee or other secured party in a mortgage or security agreement.

“Recreational use”, active or passive recreational use including, but not limited to, the use of land for community gardens, trails, and noncommercial youth and adult sports, and the use of land as a park, playground or athletic field. “Recreational use” shall not include horse or dog racing or the use of land for a stadium, gymnasium or similar structure.

“Rehabilitation”, capital improvements, or the making of extraordinary repairs, to historic resources, open spaces, lands for recreational use and community housing for the purpose of making such historic resources, open spaces, lands for recreational use and community housing functional for their intended uses, including, but not limited to, improvements to comply with the Americans with Disabilities Act and other federal, state or local building or access codes; provided, that with respect to historic resources, “rehabilitation” shall comply with the Standards for Rehabilitation stated in the United States Secretary of the Interior’s Standards for the Treatment of Historic Properties codified in 36 C.F.R. Part 68; and provided further, that with respect to land for recreational use, “rehabilitation” shall include the replacement of playground equipment and other capital improvements to the land or the facilities thereon which make the land or the related facilities more functional for the intended recreational use.

“Support of Community housing”, shall include, but not be limited to, programs that provide grants, loans, rental assistance, security deposits, interest-rate write downs or other forms of assistance directly to individuals and families who are eligible for community housing, or to an entity that owns, operates or manages such housing, for the purpose of making housing affordable.

REFERENCES

Community Preservation Act: Massachusetts General Laws Chapter 44B, as amended by St. 2012, c. 139, §§ 69-83. See <http://www.communitypreservation.org/content/text-legislation>.

Great Barrington CPA Bylaw. See http://www.townofgb.org/Pages/GBarringtonMA_CPC/index.

2013 Great Barrington Master Plan. See http://www.townofgb.org/Pages/GBarringtonMA_MsterComm/Index

2013 Housing Needs Assessment: Great Barrington, MA – Sheffield, MA, prepared by the Berkshire Regional Planning Commission, November 6, 2013. Available at Great Barrington Planning Dept.

Other useful information:

Bio Map II. See <https://maps.massgis.state.ma.us/dfg/biomap2.htm>

Conservation Assessment and Prioritization System (CAPS). See <http://www.umass.edu/landeco/research/caps/data/iei/iei.html>

Massachusetts Cultural Resource Information System (MACRIS). See <http://mhc-macris.net/>

Community Preservation Coalition. See <http://www.communitypreservation.org/>