

#### TOWN OF DUDLEY

# MAY 20, 2024 ANNUAL TOWN MEETING WARRANT

#### COMMONWEALTH OF MASSACHUSETTS

Commonwealth of Massachusetts

Worcester, ss

To either of the Constables of the Town of Dudley, in said County,

## Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Dudley, qualified to vote in elections and town affairs, to meet in the *Connie Vanco-Galli Auditorium* at the Shepherd Hill Regional High School, 68 Dudley Oxford Road, in said Dudley on **Monday, May 20, 2024, and/or Tuesday, May 21, 2024,** (if needed), and other such times as may be voted, if needed at 7:00 P.M. then and there to take action on the following articles:

**ARTICLE 1: (Board of Selectmen) Town Reports** -To see if the Town will vote to receive the reports of the several Town Officers and all Committees, or take any other action relative thereto.

ARTICLE 2: (Board of Selectmen) Hear Committee Recommendations- To hear and act on the recommendations of the Board of Selectmen and the Finance, Appropriation, and Advisory Committee, or take any other action relative thereto.

**ARTICLE 3: (Board of Selectmen) FY 2025 Budget** - To see if the Town will vote to determine the sums of money the Town will raise and appropriate, borrow, or transfer from available funds to defray the charges and expenses of the Town and provide for a reserve fund (s),

determining the compensation for elected offices and including debt and interest for the ensuing fiscal year beginning on July 1, 2024, or take any other action relative thereto.

GENERAL FUND	2025 BUDGET
SELECTMEN	10.101
ADMINISTRATION	12,101
F.A.A.C.	562,804
TOWN ACCOUNTANT	20,000
INFO TECH EXPENSES	134,890 93,146
BOARD OF ASSESSORS	196,947
TOWN TREASURER includes Treasurer/Collector Salary of \$103,577	4,165,852
MUNICIPAL EXPENSES	227,503
TOWN CLERK includes Town Clerk Salary of \$77,658	192,569
CONSERVATION COMM.	777
PLANNING BOARD	50,570
POLICE DEPARTMENT	1,878,987
FIRE DEPARTMENT	1,513,077
BOARD OF HEALTH	88,701
BUILDING INSPECTOR	42,665
HIGHWAY DEPARTMENT	787,802
RECYCLING CENTER	174,000
VETERANS SERV.	201,053
LIBRARY	390,935
TOTAL GENERAL FUND:	10,734,379
SCHOOLS	
D-C REGIONAL	12,240,879
BAY PATH	1,172,948
TOTAL SCHOOLS	13,413,827
TOTAL GF + SCHOOLS:	24,148,206
STATE ASSESSMENTS (from Cherry Sheet) (RMV, Air Pollution, Regional Transit)	53,746

Sub Total:	24,201,952
ENTERPRISE FUNDS	
SEWER FUND (0060)	1,883,553
WATER DEPARTMENT (0061)	2,932,540
TOTALS	4,816,094
TOTAL TOWN BUDGET WITH STATE ASSESSMENTS (includes Enterprise):	29,018,045
TOTAL TOWN BUDGET W/O STATE ASSESSMENTS:	28,964,299
GENERAL FUND BUDGET <b>REVENUE</b> SOURCES	
Taxation Real (Real property, personal property taxes)	16,257,338
New Growth	150,000
Debt Exclusions	1,010,386
State Aid & Reimbursements	2,314,791
Free Cash	27,130
Stabilization Fund	717,487.91
Capital Stabilization Fund	433,150.31
Local Receipts	<u>3,445,995</u>
	24,356,278
*Water&Sewer Indirect Fees: \$212,149 from Water&Sewer User Fees/Charges	
Sewer Funding: from Sewer Fees/User Charges/Retained Earnings: \$1,883,553	
Water Funding: from Water Fees/User Charges/Retained Earnings: \$2,932,540	
W/S Budget: \$4,603,944.56 + Indirect Fees \$212,149 to General Fund	4,816,093.56
GRAND TOTAL FUNDING SOURCES	29,172,373
TOTAL BUDGET <b>EXPENSES</b>	
Town Budget with State Assessments	29,018,045
CHERRY SHEET OFFSET (STATE OF MASS. LIBRARY CHARGE TO TOWN)	34,328
OVERLAY (For Abatements, Exemptions, etc.)	120,000
TOTAL BUDGET	29,172,373

**ARTICLE 4: (Town Accountant) – Authorize Revolving Funds –** To see if the town will vote to establish Fiscal Year 2025 spending limits for the revolving funds set forth in Chapter 34834-5, Authorized Revolving Funds of the Town's General Bylaws, as follows, or take any other action relative thereto:

Revolving Fund	Annual Spending Limit
Animal Care	\$15,000
Arrest Warrant Services	\$10,000
Board of Health Education Programs	\$1,000
Cemetery Fees -BOS	\$15,000
COA Meals	\$5,000
Cruiser Use @ Police Details	\$50,000
Electric Charging Stations	\$10,000
Fire Outside Details	\$60,000
Fire Penalties/Violations	\$7,500
Firearms Permit Services	\$20,000
Genealogy Service – Town Clerk	\$5,000
Gift Shop	\$2,000
Hometown Heroes	\$10,000
Highway Cleanup	\$50,000
Gifts to Town	\$50,000
Hazardous Material Collection	\$9,000
Inspectors – Fuel, Gas, Plumbing, Wire	\$80,000
Library Lost Books	\$5,000
Municipal Hearings – BOS	\$2,000
Planning Documents	\$1,000
Regulatory Compliance	\$100,000
Tax Title Fees	\$75,000
Monitor Testing – Former Dump	\$75,000 \$2,000
Veterans Brick/Memorial	\$6,000 \$3,000
Website Expenses	\$3,000

ARTICLE 5: - (Water/Sewer Commissioners) - To see if the Town will transfer from Sewer Retained Earnings ACCT# 0060 000 3590 0001 Three Hundred Thousand and Zero Cents (\$300,000.00) for the payment of Webster \$80,000.00 for Webster True-up for FY 2022 and \$220,000.00 for Webster True-up for FY2023, or take any other action relative thereto.

**ARTICLE 6: - (Water/Sewer Commissioners) -** To see if the Town will transfer from Water Retained Earnings ACCT# 0061 000 3590 0001 Four Thousand Three Hundred and Eighty and

Zero Cents (\$4380.00) for unpaid bills from FY2023, or take any other action relative thereto.

**ARTICLE 7: - (Treasurer/Collector) -** To see if the Town will appropriate from free cash the amount of (Ten Thousand Three Hundred Eighty-Two Dollars and Twenty-Five Cents) (\$10,382.25) for unpaid bill to Boston Mutual from FY 2023, or take any other action relative thereto.

**Article 8: (Police Department) Police Vehicle -** To see if the Town will vote to appropriate the sum of Fifty-Four Thousand Five Hundred and Ninety-Six Dollars and Zero Cents (\$54,596.00) from free cash to pay for the purchase of a police vehicle, or take any other action relative thereto.

ARTICLE 9: – (Treasurer/Collector & Town Clerk) – Annual Increases - To see if the Town will vote to transfer the sum of Four Thousand One Hundred and Forty-Three Dollars and Zero Cents (\$4,143.00) from free cash to budget line item 0001-145-5110-0000 to fund salary increase for the Treasurer/Collector for Fiscal Year 2025 and Three Thousand Five Hundred and Sixty-six Dollars and Zero Cents (\$3,566.00) from free cash to budget line item 0001-161-5110-0000 to fund salary, increase for the Town Clerk for Fiscal Year 2025, or take any other action relative thereto.

**ARTICLE 10: - (Town Administrator) Fund Employee Merit Pool-** To see if the Town will vote to transfer the sum of Twenty Thousand Seventy-One Dollars and Thirty-Two Cents (\$20,071.32) from free cash to fund merit-based increases for non-union employees, or take any other action relative thereto.

ARTICLE 11: - (Board of Selectmen) – Mandatory Dam Inspections – To see if the Town will vote to appropriate Thirty Thousand Three Hundred and Four Dollars and Zero Cents (\$30,304.00) from free cash for the purposes of performing four Regulatory I Dam Inspections and Reporting requirements in accordance with 302 CMR 10.00 and MGL Chapter 253, or take any action relative thereto.

ARTICLE 12: (Planning Board) - Shared Driveway Standards - To Establish Design Standards for Shared Driveways To see if the Town will vote to amend the Dudley Zoning Bylaw, Section 7.01.00, Driveway / Curb Cut Permit, Subsection IV.F by deleting the strikethrough language and inserting the following underlined language including design standards for construction of shared driveways, and to change the special permit granting authority from the Zoning Board of Appeals to the Planning Board for more than two lots, or take any other action relative thereto.

- F. One driveway can be used for two (2) houses. Only by a special permit from the Board of Appeals Planning Board can more than two houses use the same driveway. Each shared driveways shall meet the following design standards:
  - 1. The distance of the shared driveway measured from the street line to the point where

the shared driveway splits into individual driveways shall not exceed a distance of five hundred (500) feet, unless the Highway Superintendent or Planning Board, as the case may be, after referral to the Fire Department for comment, makes a determination that said driveway will provide safe access for fire, police and emergency vehicles.

- 2. The shared driveway shall lie entirely within the boundaries of the lots to which it provides access and shall be separated from any other lots to which access is not being provided by an appropriately landscaped buffer area at least twenty (20) feet in width.
- 3. The shared driveway shall have a minimum cleared width of twenty (20) feet, and a minimum travel way of sixteen (16) feet.
- 4. The roadway surface shall have a minimum of four (4) inches of graded gravel, placed over a properly prepared base, graded and compacted to drain from the crown. The driveway shall be paved for the first fifty (50) feet in order to prevent erosion onto the street.
- 5. The grade of each shared driveway where it intersects with the public way shall not exceed six percent (6%) for a distance of fifty (50) feet whether upgradient or downgradient from the street.
- 6. The shared driveway shall not disrupt existing drainage patterns or cause material to enter the traveled way of a public street. The applicant shall submit a grading plan showing existing and proposed conditions to demonstrate compliance with this requirement.
- 7. The applicant shall submit proposed documents to the Highway Superintendent or Planning Board as the case may be, demonstrating that, through easements, restrictive covenants, or other appropriate legal devices, the maintenance (including snow removal), repair and liability for the shared driveway and all public utilities shall remain perpetually the responsibility of the private parties and their successors in interest.
- 8. The shared driveway shall never be used to satisfy frontage requirements.
- 9. An application for a shared driveway shall include a plan showing the driveway serving the premises, stopping sight distances in each direction with the adjoining roadway, and existing and proposed topography at two-foot contour intervals. This information may be shown on a site plan, an Approval Not Required Plan, or any other plan of the lots to which access is to be provided by the shared driveway.

## ARTICLE 13: - (Board of Selectmen) Quinebaug Rail Trail - Acquisition of Land

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, or otherwise, fee, leasehold, easement, license or any other interests in real property, in, on, over, across, under and along all or any portion of the land, premises, easements, or right-of-

way in Dudley on, under, over, or adjacent to <a href="Inactive">Inactive</a> MassDOT Railroad Right-of-Way, known as Southbridge Secondary Railroad Line, mile post(s) Webster TL to Thompson, CT TL/Southbridge TL to Thompson, CT TL, with an area of proposed occupancy of 20,500 linear feet, shown on the plan on file with the Town Clerk, as it may be amended, for purposes of establishing, constructing, operating, improving, and maintaining a multi-use trail for transportation, open space, and active recreation purposes, including access thereto, and for all other purposes for which rail trails are used in the Commonwealth, on such terms and conditions as the Board of Selectmen deems to be in the best interest of the Town; and further, to see if the Town will vote to raise and appropriate, or transfer from available funds, One Hundred Dollars and Zero Cents (\$100.00) from free cash, including all costs and expenses related thereto, and/or accept gifts for these purposes; and further, to authorize the Board of Selectmen to take such actions and execute such documents and agreements as are necessary to effectuate the purpose of this article, or take any other action relative thereto.

ARTICLE 14: - (Board of Selectmen) – Waterline Easement – To see if the Town will vote to authorize the Board of Selectmen to acquire, by purchase, gift, and/or eminent domain, a permanent utility [water line] easement in, on, under, along and across Eagle Drive, as shown on a plan entitled "Rocky Hill Estates", dated August 1, 1989 prepared by Para Land Surveying, Southbridge, MA, Plan Book 623, Plan 67 a copy of which is on file with the Assessors' Office, or take any other action relative thereto.

**ARTICLE 15: - (Dudley Historical Commission) – Historical Commission –** To see if the town will vote to amend the use of town owned property known as the Dye House Property located on Ardlock Place, Assessor Map 117, Lot 076 with a total of 7.41 acres to be used for a municipal parkland, and further for the Dudley Historical Commission to name it Centennial Park for the Tri-Centennial of Dudley, or take any other action relative thereto.

**ARTICLE 16:** — (**Police Department**) — **Solicitors Bylaw** — To see if Town will adopt the following bylaw to regulate soliciting and canvasing in the Town of Dudley or take any other action relative thereto:

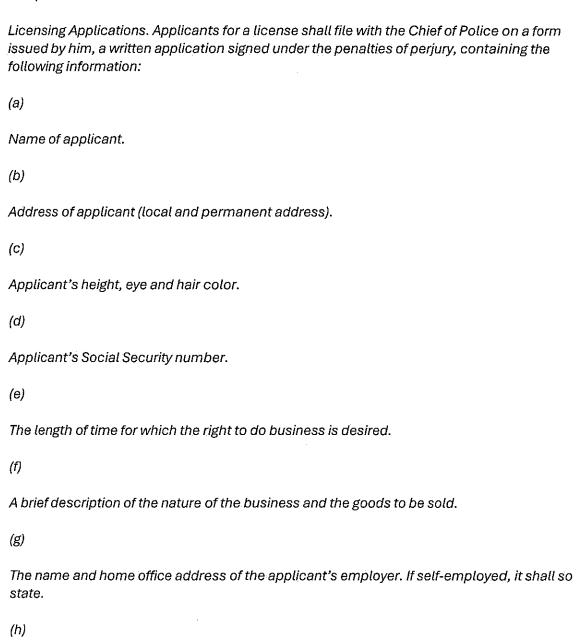
Chapter XX-Section 1.1.

Application of Section. It shall be unlawful for any solicitor or canvasser as defined in this By-law to engage in such business within the Town of Dudley without first obtaining a license therefore in compliance with the provisions of this By-law. The provisions of this By-law shall not apply to any person engaged in the pursuit of soliciting for charitable, benevolent, fraternal, religious or political activities, or for any other noncommercial purposes, nor to any person exempted by any other General Law, nor shall this By-law be construed to prevent persons having established customers to whom they make periodic deliveries from calling upon such prospective customers to solicit an order for future periodic deliveries.

Chapter XX-Section 101.2.

Definitions. A solicitor or canvasser is defined as any person, who, for himself, or for another person, firm or corporation, travels by foot, automobile or any other type of conveyance from place-to-place, from house-to-house, taking or attempting to take orders for the sale or lease of goods, wares, merchandise or services, or taking or attempting to take contributions for any purpose including without limiting, the selling, distributing, exposing for sale or soliciting orders for magazines, books, periodicals or other articles of a commercial nature, the contracting of all home improvements, or for services to be performed in the future whether or not such individual has, carries or exposes for retail sale a sample of the subject of such sale, whether or not he is collecting advance payment on such retail sales.

Chapter XX-Section -101.3.



A photograph of the applicant, which picture shall be submitted by the applicant via print or

digital copy.

*(i)* 

A statement as to whether the applicant has been convicted of any crime or misdemeanor within ten years of the date of application, except violations of the motor vehicle law, and nature of the offense.

*(i)* 

If operating a motor vehicle: the year, make, color, model, license plate number, registration number, state of registration, vehicle's owner and address.

(k)

At the time of filing the application, each applicant shall pay the necessary fee to the Town of Dudley via check or money order payable to the town of Dudley. The fee for the application is ten (10) dollars and should be valid for one year.

Chapter XX-Section -101.4.

Procedure for Processing Applications. Upon receipt of the application, the Chief of Police shall investigate the applicant's reputation and whether the applicant may present any threat or risk to public safety.

After an investigation of the applicant's morals and integrity, the Chief of Police shall, not later than fourteen days from the submission of a completed application, approve or disapprove the application and notify the applicant of his decision. In the event that the application is approved, a license shall be issued. Any applicant shall have the right to appeal to the town manager. An applicant requesting a renewal of a license must apply in person for such license renewal, and provide such material as required by the chief of police.

Chapter XX-Section -101.5.

Form of License. Such license, when issued, shall contain the signature of the issuing officer and shall show the name, address and photograph of said licensee, the date of issuance and the length of time the same shall be operative, as well as the license number. The Chief of Police shall keep a record of all licenses issued for a period of 6 years. Solicitors and canvassers shall be issued an identifying form which they are required to possess at all times while engaging business in the Town of Dudley.

Chapter XX-Section -101.6.

Enforcement. The police officers of the Town of Dudley shall enforce this By-law. No license shall be transferred.

The Chief of Police may revoke or suspend a license issued under this section as set forth in Chapter XX-Section 101.10.

Each license issued under the provisions of this By-law shall continue in force for 6 months from the date of its issue, or for such lesser period of time as may be set forth in such license, unless sooner revoked.

An applicant requesting a renewal of a license must apply in person for such license renewal, and provide such material as required by the Chief of Police.

Chapter XX-Section -101.7.

Hours of Operation. It shall be unlawful for any person to peddle or solicit before the hour of 8:30 A.M. of any day, or after the hour of 7:30 P.M. of any day except by appointment.

Chapter XX-Section -101.8.

Conduct Prohibited. It shall be unlawful for any peddler or solicitor or any person pretending to be a peddler or solicitor for the purpose of peddling or soliciting or pretending to peddle or solicit to ring a bell or knock at any building whereon there is painted, affixed or otherwise displayed to public view any sign containing any or all of the following words, to wit: "NO PEDDLERS", "NO SOLICITORS" or "NO AGENTS" or which purports to prohibit peddling or soliciting on the premises.

It shall be unlawful for any peddler or solicitor to represent by words, writing or action that he is some other peddler or solicitor, that he is a partner, employee or agent of any peddler or solicitor when in fact he is not the partner, agent or employee of such peddler or solicitor, or that he is the employee, representative, agent or partner of any person, when in fact he is not the employee, representative, agent or partner of such person.

Chapter XX-Section -101.9.

Exceptions. The provisions of this By-law shall not apply to salesmen or agents for wholesale houses, or firms who solicit orders from or sell to, retail dealers for resale, or to manufacturers for manufacturing purposes, or to bidders for public works or supplies or to any person engaged in solicitation for charitable, religious, fraternal, service and civic, or other non-commercial purposes.

Chapter XX-Section -101.10.

Revocation of Licenses/Permits. Permits issued pursuant to this By-law may be revoked by the Chief of Police of the Town of Dudley, after notice and hearing for any of the following causes:

(a)

Fraud, misrepresentation, or any false statements made to the police department in furnishing the information required in Section 1 of this By-law.

(b)

Any violation of this By-law.

(c)

Conviction of the permit holder of any felony or crime involving morals, embezzlement and crimes of this nature.

(d)

Conducting the soliciting or peddling in an unlawful manner or in such a manner as to constitute a breach of the peace or to be a menace to the health, safety or general welfare of the people of the Town of Dudley.

Chapter XX-Section -101.11.

Penalties for Violations. Every person violating any provision of this Bylaw is guilty of a misdemeanor and shall be punished by a fine. Every violator of any provision of this By-law shall be guilty of a separate offense for every day such violation shall continue and shall be subject to the penalty imposed by this section for each and every separate offense. This by-law may be enforced through non-criminal disposition in accordance with G.L. c.40, §21D and Chapter XX-Section-102.10 of the By-laws.

Chapter XX-Section -102.10.

Enforcement and Penalties. The provisions of this section may be enforced by any police officer of the Town of Dudley, by any means available including, but not limited to, disposition pursuant to MGL Chapter 40, Sections 21 and 21D.

Each day a violation continues shall be a separate violation/ offense subject to another fine. The enforcement of this Bylaw by non-criminal disposition as described herein shall be added to the list of Bylaws so enforced and designated in these Bylaws.

(a)

First offense within a 24-month period – \$50.00

(b)

Second offense within a 24-month period – \$100.00

(c)

Third and subsequent offenses within a 24-month period – \$300.00

**ARTICLE 17:** – (**Police Department**) – **Noise Bylaw** – To see if Town will adopt the following bylaw to regulate unnecessary, excessive, and annoying noise in the Town of Dudley which either annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of reasonable persons of normal sensitivities or take any other action relative thereto:

**Section 1.** Unlawful Noise Prohibited. It shall be unlawful for any person or persons to create, assist in creating, continue or allow to continue any excessive, unnecessary, or unusually loud noise which either annoys, disturbs, or endangers the reasonable quiet, comfort, repose, or health or safety of others within the Town of Dudley. The following acts are declared to be loud, disturbing, injurious, unnecessary, and unlawful noises in violation of this section, but this enumeration shall not be exclusive, namely:

- a. ELECTRONIC SOUND PRODUCING DEVICES/MUSICAL INSTRUMENTS. The playing of any electronic sound producing device or musical instrument(s) or loudspeakers, in such a manner or with volume, between the hours of 9 p.m. and 7 a.m. on Sunday, Monday, Tuesday, Wednesday or Thursday or between the hours of 11 p.m. and 7 a.m. on Friday or Saturday, as to annoy or disturb the reasonable quiet, comfort or repose or identified persons in any dwelling, hotel, or any other type of residence, or in any office or building in the vicinity.
- b. **DEVICES TO ATTRACT ATTENTION.** The use of any horn, drum or other instrument or device of any kind for the purposes of attracting attention by the creation of noise and such noise annoys or disturbs the reasonable quiet, comfort or repose of identified persons. This section shall not apply to any person while participating in a school band or duly licensed parade or who has been duly authorized to engage in such activity by the Town of Dudley.
- c. RADIO, ELECTRONIC DEVICES AND TELEVISION. The placing of any radio or similar device, loud speakers, tape recorders or other electronic sound-producing devices, (amplified or not) in such a manner or with such volume at any time or place, so as to disturb the reasonable quiet, comfort or repose of persons.
- d. SHOUTING AND WHISTLING. Yelling, shouting, hooting, whistling or otherwise making any other unusually loud noises on public streets or the making of any such unusually loud noise at any time or place so as to disturb the reasonable quiet, comfort or repose of persons.
- e. **ANIMAL AND BIRD NOISE**. Prohibit owners from keeping animals or birds that make frequent or continued noise at any time or place so as to disturb the reasonable quiet, comfort or repose of persons.

**Section 2.** Commercial Activity Generating Noise. The following uses and activities are determined to generate or involve excessive and/or unreasonable noise are prohibited:

- a. Operation of earthmoving or other heavy equipment or vehicles, jack hammering, use of power tools between the hours of 9:00 p.m. and 7:00 a.m.
- b. Idling of any diesel-engine-equipped vehicle having a gross vehicle weight in excess of 15,000 pounds or equipment between the hours of 9:00 p.m. and 7:00 a.m.
- c. Operation of any wood/brush chipper, pneumatic-powered equipment or tool, hammer, chainsaw, landscape equipment between the hours of 9:00 p.m. and 7:00 a.m.

apply or be enforced against:

- a. Emergency vehicles, Equipment and Snow Removal. Any police, fire, ambulance or other emergency vehicle, or emergency generator or equipment, engaged in emergency related response and/or activity and any vehicles or equipment actively engaged in snow, disaster-related debris or ice removal upon any public or private property.
- b. Highway and Utility Maintenance and Construction. Necessary excavation in or repairs of bridges, streets, or highways, or any public utility installation by or on behalf of the Town, or any public utility agency of the Commonwealth of Massachusetts.
- c. Public Address. The reasonable use of amplifiers or loudspeakers for public addresses which are commercial in nature, and otherwise operating under a permit or license issued pursuant to applicable law, or activity otherwise constitutionally protected.
- d. Noise caused by Agricultural, Farm-related, or Forestry-related Activities. Defined in M.G.L. Chapter 128, Section 1A, as amended from time to time, including but not limited to the operation of farm equipment, sawmills, harvesting equipment, noises from farm animals and the like.
- e. Parades, public gatherings, or events, for which appropriate permits or licenses have been issued or which are constitutionally protected.
- f. Noise caused by lawful activities related to hunting and fishing.

**Section 4.** Penalties. Any person who violates this by-law shall be punished by a warning for the first offense; \$100 fine for the second offense and \$300 fine for the third and subsequent offenses. Each such act which either continues or is reported more than (1/2) hour after notice of violation of this bylaw shall be a separate offense and shall be prosecuted as a separate offense. This bylaw shall be enforced by the Police Department, Building Inspector and Board of Health.

**ARTICLE 18: – (Citizen Petition) –** Term limits. You will only have the right to hold public positions to two terms. You can only work in different departments in Dudley for 15 years. There will be no lifetime positions. Those who exceed the limit must resign.

**ARTICLE 19: – (Citizen Petition) –** When paying taxes we expect the city to clear the snow and sand during winter. Private and public streets.

**ARTICLE 20: – (Citizen Petition) –** After age of 65, Dudley Town Residents Real Estate Taxes On A Primary Home Will Be Reduced by 50%.

**ARTICLE 21:** – (Citizen Petition) – Only registered people can vote. Be a USA citizen. You must present ID with photo before voting. Trying to cheat - I year in prison. All calculating machines will be destroyed. You must vote in person. Votes will be counted on the same day.

ARTICLE 22: - (Citizen Petition) - To reduce Dudley Town Real Estate Taxes by 20%.

ARTICLE 23: - (Citizen Petition) - To override proposition 2 ½ you need 75% of all registered voters.

**ARTICLE 24:** – (Citizen Petition) – Audit Committee – To see if the town will vote to amend the Town of Dudley Bylaws, by adding a new section labeled ("Permanent Audit Committee") with the following text:

(\*Exact placement within bylaws to be determined by Town Clerk)

#### Purpose:

To establish a Permanent Audit Committee in the Town of Dudley in order to ensure the highest levels of integrity, financial transparency, and accountability within the town. They will work independently from the Board of Selectmen and Town Administrator to select the town's Auditor pursuant to MGL c. 44 s.40 and/or GL c 41, s.53. They shall be legally empowered to have access to any and all public and financial records and receipts of the town.

## Membership; appointments.

The Audit Committee, which shall serve without compensation, shall consist of three (3) members. The Board of Selectmen shall appoint (1) one member, the Finance, Appropriation and Advisory Committee (FAA) Committee shall appoint (1) one member and the Town Moderator shall appoint (1) one member.

Members cannot be existing elected or appointed officials or current employees of the town.

The Audit Committee should be composed of individuals having financial expertise and independence from the day-to-day operations of the Town.

The committee shall elect a Chairperson annually from its membership. The initial terms of the appointment shall be three years for the Moderator's appointment, two years for the Select Board appointment and one year for the Finance Advisory Committee appointment.

Whenever a vacancy shall occur in the membership of the Committee, by reason of death,

resignation, inability to act or any other reason, the vacancy occurring in the committee shall be filled by the appropriate appointing body for the balance of the unexpired term.

#### Meetings

The Committee shall meet and organize in July of each year, and shall elect from its membership a

chairperson, who shall serve for one year or until their sooner vacating of office, at which time the remaining members shall elect a new chair. The Committee shall meet at least two (2) times each year, one of which must be held within thirty (30) days of receiving the annual audit reports, and otherwise at its discretion.

## **Duties and Responsibilities:**

Specific duties shall include,

- a. Responsible for selecting an independent town auditor every 3 years and the scope of services for that independent auditor pursuant to MGL c. 44 s.40 and/or GL c 41, s.53.
- b. Review the annual financial statements and reports prepared by the independent auditor and make recommendations with respect thereto.
- c. Report to the Town on findings, recommendations and corrective action taken during the preceding 12 months.
- d. Make recommendations for areas of operations where expanded scope audits or reviews of the internal controls may be appropriate.
- e. Review and make recommendations with respect to the Town's financial management practices and controls.
- f. Ensure independence of the auditor, while enhancing accountability and proper stewardship over public funds.
- g. Review and make recommendations to the Board of Selectmen and the Town with respect to the Town's Public Records policies and compliance with The State of MA Public Records Laws (MGL 950 CMR 32.00).
- h. Serve as a resource for town employees and residents to report suspected financial irregularities or public records compliance deficiencies..
- i. When called upon, by either/or the Board of Selectman, the Treasurer, the Accountant, the FAA or Town Administrator, the Audit Committee may act as an objective resource as an intermediary &, if conflicts arise between any other town departments in regard to accounting and financial issues and report back to the Selectmen their findings.

## **Funding of Town Auditor:**

The Town Administrator shall include in the annual budget a sum of money sufficient to satisfy the estimated cost of hiring & conducting the audit as presented by the Audit Committee to the Board of Selectmen & FAA.

We are hereby directed to serve this warrant by posting attested copies thereof, at the Dudley Municipal Center and on the Town of Dudley website and by posting notice of availability of the Warrant on one (1) Cable Access Channel.

Warrant to be posted at least seven (7) days before holding of said meeting. Hereof, fail not, and make do return of this warrant with your doing thereon, to the Town Clerk at the time of holding of said meeting.

Given under our hands this both day in May in the year Two Thousand Twenty-Four.

Kerry J. Cyganiewicz, Chairman

John J. Marsi, Vice-Chairman;

Mark A. Landry, Clerk: \_\_\_\_

Steven Sullivan, Selectman:

Jason Johnson, Selectman:

I have notified and warned the inhabitants of the Town of Dudley by posting attested copies of the same at the Dudley Municipal Center on the  $7^{+1}$  of  $10^{-1}$  2024. I also observed it posted on the Town's Website and notice of availability on the Dudley Cable Access Channel on the  $7^{+1}$  of  $10^{-1}$  2024.

Thereby making my return to the Dudley Town Clerk on the  $\frac{7+h}{1}$  of  $\frac{h}{1}$  2024.

Jonathad Ruda

Constable, Town of Dudley