



TOWN OF FAIRHAVEN

JOINT meeting of the SELECT BOARD and FINANCE COMMITTEE

FAIRHAVEN TOWN CLERK
RCUD 2024 MAR 18 PM 12:00

Agenda March 20, 2024 6:30 p.m. Town Hall – 40 Center Street – Fairhaven

On March 24, 2023, the bill to extend Open Meeting Law regulations governing remote participation has passed MA legislation and been signed by the Governor. This bill will allow remote and hybrid meeting options for public bodies through March 31, 2025.

*Pursuant to an amendment to Town Bylaw Chapter 50 § 13,
all government meetings are available through web/video conference and are recorded.*

A. MINUTES:

1. Approve the Joint Select Board and Finance Committee Minutes of March 13, 2024

B. ACTION ITEM/BUDGET REVIEW:

1. IT Department
2. School Department
3. Capital Budget items
4. Other budget items
5. Review FY25 Requested Budget Draft #3
6. Warrant Articles

C. NEWS AND ANNOUNCEMENTS

ADJOURNMENT

Subject matter listed in the agenda consists of those items that are reasonably anticipated (by the Chair) to be discussed. Not all items listed may be discussed and other items not listed (such as urgent business not available at the time of posting) may also be brought up for discussion in accordance with applicable law.

<https://us06web.zoom.us/j/89485993911?pwd=OFd5MzJyVnBxQkIxLzdOcFRlYVM0OT09>

Log on or call 1-929-205-6099, Webinar ID: 894 8599 3911, Passcode: 330130

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Joint Meeting of the Select Board and Finance Committee

March 20, 2024

Documents for 3/20/24:

- A. Item A-1. Minutes of joint meeting 3/13/24**
- B. Item B-2. School Budget Document**
- C. Item B-4. Other Budget items**
 - General Fund-Free Cash, Retained Earnings
- D. Item B-5. FY25 Requested Budget Draft**
- E. Item B-6. Warrant Articles, draft 3**
 - Article 4: Bill of Prior Year, bill copies

Requests in Process:

- Legal invoices summary, attorney rates, additional department fee analysis



Fairhaven Select Board & Finance Committee Joint Meeting Minutes March 13, 2024

Select Board Members Present: Chair Leon Correy, Vice-Chair Charles Murphy Sr., Select Board member Keith Silvia, Select Board member Robert Espindola, Town Administrator Angie Lopes Ellison, Assistant Town Administrator of Finance Anne Carreiro.

Finance Committee Members Present: Chair Padraic Elliott, Vice-Chair Claire Millette, Robert Grindrod, Peter Gardner, James Souza, Pattie Pacella, Chris Fidalgo, Linda Gallant and David Patterson

Not Present: Select Board Clerk Stasia Powers, Finance Committee member Stephen Levesque

Mr. Correy called to order the Select Board meeting at 6:32 p.m.

Mr. Elliott called to order the Finance Committee meeting at 6:32 p.m.

A moment of silence was observed for Jeff Szynal

MINUTES

Select Board Motion: Mr. Espindola motioned to accept the February 28, 2024 joint Select Board and Finance Committee minutes. Mr. Silvia seconded. The motion passed unanimously (4-0-0).

Finance Committee Motion: Ms. Millette motioned to accept the February 28, 2024 joint Select Board and Finance Committee minutes. Mr. Fidalgo seconded. The motion passed unanimously (9-0-0).

Finance Committee Motion: Ms. Millette motioned to accept the March 6, 2024 Finance Committee minutes. Mr. Souza seconded. The motion passed unanimously (9-0-0).

BUDGET REVIEW

Ms. Ellison and Ms. Carreiro reviewed the packet materials for the meeting. Ms. Carreiro will be preparing the FY25 budget document with comments indicating cuts, tonight's copy is draft #3. Department Heads met March 12th and made additional cuts to be reflected in draft #4.

Brief discussion on the trash fee, when the school budget document will be available, other department fees and potential impact to local receipts total, examples of what is considered "non-departmental," Special Revenue Fund is referred to as SRF and it is monies set aside for future use.

Other discussion ensued regarding gift account use and recent social media posts that inaccurately describe the use of gift accounts. Ms. Carreiro explained the process and that gift accounts have historically been used within the department they are from going back to Executive Secretary Osuch. Gift account funds do not go to the general fund, for example, the Animal Shelter gift account funds stay within the Animal Control department for expenses of that department only.

Overlay and the process to hold money for Appellate Tax Board (ATB) cases that if won would be paid from the overlay account.

Ms. Ellison reviewed the list of warrant article requests and the highlighted colors (yellow for bylaws, blue for citizens petitions).

FY2025 BUDGET – PLANNING DEPARTMENT

Planning and Economic Development Director Paul DiGiuseppe reviewed the Planning Department budget line

items, Community Preservation Committee (CPC) project appropriate list and answered questions about reductions, contracted services, proposed articles, grant fund writer purpose, categories of CPC appropriations.

Mr. DiGiuseppe explained the need for zoning bylaw updates to align with the Master Plan that was approved at a prior Town Meeting.

FY2025 BUDGET – MARINE RESOURCES DEPARTMENT

Harbormaster Tim Cox reviewed the Marine Resources Department budget line items and answered questions about shellfish propagation, recent shellfishing shutdowns, analysis of fees, upcoming Marine Resources Committee meeting, partnership with New Bedford escorting the wind turbines out of the harbor and the revenue generated for the Town. Mr. Cox was asked about New Bedford/Fairhaven bridge meetings, he advised that individual Town departments have not been met with but that he has attended some of the public meetings held to date.

FY2025 BUDGET – POLICE DEPARTMENT

Chief Michael Myers and Captain Daniel Dorgan reviewed the Police Department and Animal Control budget line items, Capital requests and answered questions. Chief Myers was congratulated on his upcoming retirement and thanked for his years of service.

Budget questions included overtime calculation, personnel count and number of positions, process of the future regional dispatch agreement with Holbrook, gas, hybrid vehicles, number of boats and surplus process of vehicles including boats.

Animal Control has put forth a bylaw article to align the current bylaw with Massachusetts General Law.

The Select Board and Finance Committee asked for the following:

- Presentations to support articles and help explain requests
- General fund summary
- Warrant articles in draft warrant book
- What the FY24 Net School Spending % was
- An explanation of Net School Spending and how it is calculated

The next joint meeting will be **Wednesday, March 20, 2024** at Town Hall.

Finance Committee adjourned at 9:03pm

The Select Board adjourned at 9:03pm

Respectfully submitted on behalf of the Select Board Clerk (ah)

Approved on ____ 2024



FAIRHAVEN PUBLIC SCHOOLS

Integrity • Ambition • Perseverance



FISCAL YEAR 2025 DRAFT BUDGET School Committee Budget July 1, 2024 – June 30, 2025

School Committee Members:

Colin Veitch, Chair
Erik Andersen
Stephanie Pickup

Brian Monroe, Vice Chair
Donna McKenna
Nicole Pacheco

Superintendent of Schools:

Tara M. Kohler

March 13, 2024

Budget Approval Process and Contact Information

| | |
|---|-------------------|
| Capital Budget Project Requests | November 30, 2023 |
| Budget Discussion: East Fairhaven Elementary School | December 4, 2023 |
| Budget Discussion: Elizabeth Hastings Middle School | December 7, 2023 |
| Budget Discussion: LeRoy L. Wood Elementary School | December 7, 2023 |
| Budget Discussion: Fairhaven High School & Athletics | December 7, 2023 |
| Budget Discussion: School Business Office | December 8, 2023 |
| School Committee Meeting: FY25 Draft Budget Timeline | December 13, 2023 |
| Budget Discussion: Town Hall | December 22, 2023 |
| Budget Discussion: Student Services Department | January 2, 2024 |
| Budget Discussion: LeRoy L. Wood Elementary School | January 9, 2024 |
| School Committee Meeting: Draft Budget Presentation | January 10, 2024 |
| School Committee Meeting: FY25 Budget Updates/Discussion | February 7, 2024 |
| Budget Discussion: Town Hall | February 13, 2024 |
| Budget Discussion: Town Hall | February 20, 2024 |
| Budget Discussion: Town Hall | February 27, 2024 |
| Budget Discussion: Town Hall | March 5, 2024 |
| Budget Discussion: Town Hall | March 12, 2024 |
| School Committee Meeting: Recommended FY25 School Budget | March 13, 2024 |
| Budget Discussion: Town Hall | March 19, 2024 |
| School Committee/Select Board/Finance Committee Joint Hearing | March 20, 2024 |
| Budget Discussion: Town Hall | March 26, 2024 |
| School Committee: Public Hearing | March 27, 2024 |
| Budget Discussion: Town Hall | April 2, 2024 |
| Budget Discussion: Town Hall | April 9, 2024 |
| Budget Discussion: Town Hall | April 16, 2024 |
| Budget Discussion: Town Hall | April 23, 2024 |
| Budget Discussion: Town Hall | April 30, 2024 |
| School Committee Meeting: Vote | Spring 2024 |
| Annual Town Meeting | May 4, 2024 |

Copies of the budget document are available at the Fairhaven Public School’s website (www.fairhavenps.org). For additional information or clarification, please feel free to contact us for assistance at:



Fairhaven Public Schools Administrative Building
Phone: 508-979-4000

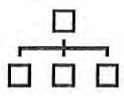


FAIRHAVEN PUBLIC SCHOOLS

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Organizational Information Summary

ORGANIZATIONAL SECTION



The organizational section of the budget is intended to provide the reader with an overview of the structure of the Fairhaven Public Schools as well as our core values and guiding principles. This section includes FPS governance, organizational structure and the budget design process.

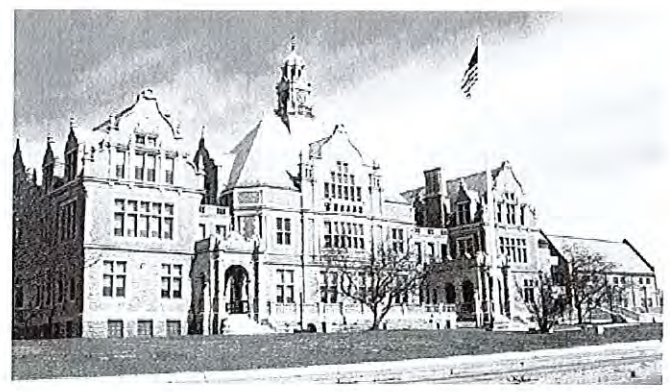
Town of Fairhaven



The Town of Fairhaven was settled in 1653 and incorporated in 1812. It is governed by the Selectmen - Representative Town Meeting form of government and is located in Southeastern Bristol County. Fairhaven is located approximately 50 miles south of Boston, Massachusetts and 35 miles east of Providence, Rhode Island.

Fairhaven encompasses 12.53 square miles of land including 1.7 miles of coastline and is bordered by the Towns of Acushnet, Mattapoisett, and the city of New Bedford. The Town of Fairhaven has a representative Town Meeting form of government with a five (5) member Select Board.

Fairhaven has a population of approximately 15,837. Based on 2022 data, the average assessed residential value is \$394,058 and the average median household income is \$86,676. The average single-family tax bill \$3,834.



Legal Autonomy

Fairhaven Public School District is a department of the Town of Fairhaven. As it is not an independent entity, the school district does not have the authority to levy taxes, issue bonds, or incur debt. Additionally, surplus funds in the general fund account as of June 30th are returned to the Town and may not be held as a positive fund balance.

Information about Fairhaven Public School District



Fairhaven Public Schools includes two (2) elementary schools, one (1) middle school, and one (1) high school. In Fairhaven, our elementary schools houses grade preK-5, our middle school houses grades 6-8, and our high school serves grades 9-12 for students in Fairhaven and Acushnet. Resident elementary students are assigned to their neighborhood school.

FPS Enrollment as of October 1, 2023:

| School | Grades Served | Enrollment |
|---|---------------|--------------|
| East Fairhaven School | PreK-5 | 305 Students |
| LeRoy Wood School | PreK-5 | 435 Students |
| Elizabeth Hastings Middle School | 6-8 | 428 Students |
| Fairhaven High School | 9-12 | 591 Students |
| Subtotal Enrollment: 1,759 Students | | |
| Out of District | Varied | 16 |
| Total Fairhaven Public Schools Enrollment: 1,775 Students | | |

Elementary School

Elementary School students generally attend the school in the district zone in which they live unless they are participating in a program outside of their home school or are reassigned due to redistricting. Each elementary school has one (1) principal, one (1) assistant principal, and one (1) adjustment counselor.

Elizabeth Hastings Middle School

Students from both the East Fairhaven and LeRoy Wood Schools transition to EHMS as they enter grade six (6). The middle school has one (1) principal, one (1) Assistant Principal, one (1) adjustment counselor, and two (2) guidance counselors.

Fairhaven High School

All Fairhaven students are eligible to attend Fairhaven High School. Additionally, students from Ford Middle School in Acushnet, MA have the opportunity to attend FHS as part of the Tuition Agreement between the Fairhaven and Acushnet School Districts. FHS has one (1) principal, two (2) assistant principals, two (2) guidance counselors, two (2) adjustment counselors, and one (1) Director of College and Career Readiness.

Fairhaven School Committee



The School Committee is a legislative body comprised of six (6) members elected to three-year terms. All members serve without compensation. The School Committee has the authority to select and evaluate the superintendent, review and approve the budget, and establish goals and policies for the district consistent with the federal, state, and local laws as well as regulations set forth by the Department of Elementary and Secondary Education.



Members

Mr. Colin Veitch, Chair
Mr. Brian Monroe, Vice Chair
Mrs. Donna McKenna, Member
Mr. Erik Andersen, Member
Mrs. Stephanie Pickup, Member
Mrs. Nicole Pacheco, Member

Student Advisors to the School Committee

Elizabeth DaCunha, Class of 2024
Finley Reynolds, Class of 2025

School Committee Meetings are held on the second and fourth Wednesday of each month with the exception of singular meetings in the months of November, December, February, and April. Meetings are posted on the Town of Fairhaven website as well as on the Fairhaven Public Schools website under the "School Committee" tab. Meetings can be viewed via Zoom and Fairhaven Public Television.

Building Projects Underway: Fairhaven High School Phase I

There is significant deterioration to the large gables on the east and west wings. The gables are suffering from water infiltration in numerous areas. There is also an ominous gap over the head of the third-floor windows, which appears to be caused by the oxidation of steel lintels inside the masonry wall. The building was constructed at a time when curtain wall systems were being invented and is a combination of masonry load-bearing walls with curtain-frame-like aspects. This phase has been proposed to deconstruct one of these gables to garner full comprehension of the wall build-up, the extent of deterioration, and a method for remediation.

In April of 2021, a lift survey was performed of the major exterior wall surfaces and accessible roof areas. The observations from that lift survey have been incorporated into the individual partial exterior elevation drawings that were originally created in the 2010-2011 Building Conditions Survey and updated for the 2016 5-Year Exterior Major Improvements Plan. These updated partial exterior elevation drawings have been included in this report.

These sheets should be used for referencing proposed repair work to existing stone and brick masonry only. In the original 2011 Master Plan, it was noted that the southeast and southwest gables were deteriorating due to the rusting and expansion of embedded steel. The district's architectural consultant proposes disassembling and rebuilding these two gables.

The southeast gable should be disassembled and explored first, prior to any work done on the southwest gable. An excerpt from the 2010-2011 report has been reproduced below, which summarizes the overall issues here. "In summary, the exterior of Fairhaven High School was constructed from materials carefully selected for their aesthetic appeal and durability. At the time of construction, however, there did not yet exist standardized time-tested details for incorporating steel elements into masonry construction. The designers and builders underestimated the degree that the steel would be adversely affected by water infiltration. The steel is set too far forward within the masonry, and it is only protected by a coat of shop paint. There are no flashings or waterproofing agents applied over the steel and there are no gaps between the steel and the masonry that would have minimized the impact of expansion due to the corrosion of the steel. These problems are typical for large masonry buildings constructed in the first decades of the 20th century. In the locations where the steel jacking is the most advanced, the required repairs will entail removing the masonry to gain access to the steel and then rebuilding it with new flashing detailing to protect the steel in the future. In locations where the steel jacking is not advanced, preventative steps are required to halt, or at least slow down, the rate of deterioration. These preventative measures will, at the minimum, entail repointing open mortar joints and repairing defective flashing, roof tiles, bricks, and window frames. Additional preventative measures, such as cathodic protection of the steel and the selective application of water repellents, should be evaluated. The displacement of the masonry due to the expansion of corroded steel is a localized problem that has resulted not only in the cracking of the bricks, limestone, and mortar joints located directly above and below the steel elements but also in the deterioration of the same materials in the walls that run perpendicular to the gables. The cracking in the perpendicular walls appears to be related to the pressure exerted on those walls by the displacement of the masonry at the upper portion of the gable." The southeast gable is the most noticeably impacted by the steel oxidation, or 'rust jacking,' and is the first candidate for disassembly, steel repairs, and reconstruction. The next priority is the small gable on the east side of the auditorium block. Given the significant investment in reconstruction, we recommend an experimental treatment of the southwest gable with cathodic protection – basically arresting further deterioration by setting up electric current in the steel beam, creating a galvanic reaction. The total estimated cost of Phase I priorities is \$2,274,000. Architectural Services Request for Qualifications is underway and set to be determined by the end of March 2024.

Building Projects Underway: LeRoy L. Wood School Playground Surface Replacement

The playground surface is a critical component of any outdoor recreational space, providing a safe environment for children to play and explore. Over time, however, wear and tear can compromise its safety and functionality, necessitating replacement. Playground surface replacement involves removing the existing surface material, assessing the substrate, and installing a new surface that meets current safety standards and offers improved

durability. By investing in playground surface replacement, communities can enhance the safety, accessibility, and overall enjoyment of their outdoor recreational spaces, providing children with a vibrant and secure environment to play and thrive. A contract was awarded in December 2023 with construction beginning May 2024. The total cost of the project is: \$298,896. This project is being funded through the Bristol County Commissioner's ARPA funding.

Budget Architecture



Historically, the Fairhaven budget process begins with the district's standard architecture that builds on Level Service needs with Strategic Plan and Other Critical Needs to reach a complete budget request to submit to the School Committee in approximately February on each year. Through careful financial planning, maximizing federal revenue sources, and maintaining spending restraints, the Town of Fairhaven and Fairhaven Public Schools are entering the fiscal year 2025 in a more challenging financial position than expected. We are mindful that the Town is still working on policies and projections for FY25.

A budget is an estimate of funds needed to cover planned expenses in a fiscal year. Staffing and special education are the two segments of the budget that can have significant variability between initial budget proposal and close out of the fiscal year. The district spends significant time and effort in recruiting candidates for each position. The actual salary for the hired individual may vary from the budgeted amount. Although there is turnover throughout the year in our teaching assistants and paraprofessional positions, most teacher positions are filled and salaries known by mid-August. Therefore, a re-set to the budget in the winter is appropriate. These budget changes include personnel changes (budget versus actual); and student needs, both in terms of general and special education. As part of this process, the district updates the budget across types of expenses (Salary and Other Compensation and Expenses) and across the four categories (Instruction, Administration, Operations, and Student Services). The FY'24 Adjusted Budget is the basis for building the FY'25 Voted Budget. The Fairhaven Public Schools District Administration will report any facility improvements or safety concerns to be considered funded before the end of the fiscal year.

Chapter 70 funding for FY24 brought in an additional \$600,000 and this year is expected to add an additional \$30/student. For FY25, we should be mindful that some changes could occur with Acushnet tuition.

Comparable Community Data



Fairhaven Public Schools has, like many other public schools, emphasized the use of data to drive decision-making.

Per Pupil Expenditure (In-District Only):

The Per Pupil Expenditure (PPE) is calculated for each district based on the submission of data contained in the End-of-Year (EOY) report. The table below is a comparison of PPE amounts for our comparable communities.

| Topic Org Name | 2022 | | | Enrollment (2022-23 school year) | | | |
|-------------------|-----------|--------------------------|--------------------------|----------------------------------|------|-----------|-------|
| | Region | \$/In-district per pupil | Relative District Wealth | Total Enrollment (2022-23) | EL % | Low Inc % | SWD % |
| Abington | Southeast | 15,676 | 60.4% | 2,138 | 11.0 | 34.4 | 17.8 |
| Bourne | Southeast | 21,395 | 117.0% | 1,554 | 1.5 | 35.1 | 21.2 |
| Carver | Southeast | 17,793 | 54.8% | 1,525 | 2.2 | 31.0 | 18.9 |
| Fairhaven | Southeast | 15,680 | 63.1% | 1,826 | 1.4 | 39.0 | 18.1 |
| State | | 19,554 | | 913,735 | 12.1 | 42.3 | 19.4 |
| Swansea | Southeast | 15,016 | 61.6% | 1,988 | 0.6 | 28.6 | 14.4 |
| Westport | Southeast | 17,581 | 115.8% | 1,446 | 1.7 | 34.5 | 20.4 |

As indicated in the above table, the Per Pupil Expenditure for Fairhaven ranks in the bottom third of our comparable communities ranking above only the Swansea and Abington Public School Districts. The Per-Pupil costs are driven by staff salaries; programs and course offerings; successful in-district special education programs; and collaboration with the Town on joint services.

Additional Comparable Community Data can be found in other data resources including:

- Massachusetts Department of Elementary and Secondary Education (MA DESE)
 - Spending Comparisons: <https://www.doe.mass.edu/finance/statistics/>
 - Chapter 70 Funding: <https://www.doe.mass.edu/finance/chapter70/default.html>
 - Circuit Breaker: <https://www.doe.mass.edu/finance/circuitbreaker/default.html>
 - Accountability Data: <https://www.doe.mass.edu/DataAccountability.html>

District Leadership



The Administrative Center Team includes the Superintendent, Assistant Superintendent, Business Manager, and a Director of Student Services.



Superintendent:
Tara M. Kohler
tkohler@fairhavenps.net

Assistant Superintendent:
Mark L. Balestracci
mbalestracci@fairhavenps.net

Business Manager:
Nicole V. Potter
npotter@fairhavenps.net

Director of Student Services:
Tanya L. Dawson
tdawson@fairhavenps.net

Compliance Statement

The Fairhaven Public School system does not and shall not discriminate on the basis of race, color, religion, creed, gender identity, age, national origin, ancestry, ethnicity, disability, pregnancy/parenting status, marital status, sexual orientation, homelessness, veteran or military status, or political affiliation in any of its programs, activities, employment practices, provision of and access to programs and services, as well as selection of volunteers, vendors and employers recruiting at the Fairhaven Public Schools. The following person has been designated as the District Contact: Tanya Dawson, Director of Student Services; 508-979-4000.

AP/ Coordinator of Teaching & Learning Tracy Higgins
Assistant Director of Student Services Nicole McNeil

Department Leads: English Language Arts Dr. Stephen Boucher
 Mathematics Scott Francis
 Science Dr. David Welty
 Special Education Angela Allaire

Department Coaches: English Language Learners Melissa Duarte
 Fine Arts Christine Neville
 Health & Physical Education Christopher Foster
 Music Molly McNulty
 World Language Kevin Beaulieu

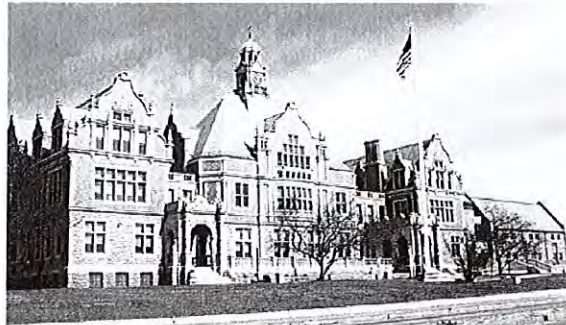
Directors: Information Technology Director for the
 Fairhaven Public School District & Town of Fairhaven Steven Rosa

School Leadership



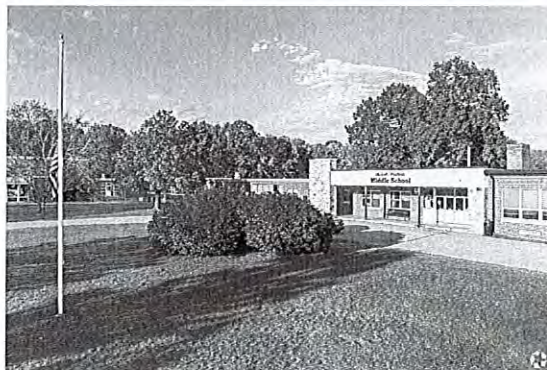
In addition to the Central Office Administration team, the District Leadership team includes Principals, Assistant Principals, Department Leads and Coaches. Below is a listing of the District Leaders:

Fairhaven High School



Principal: Mr. Andrew Kulak
Assistant Principal: Ms. Nicole Giannandrea
Assistant Principal: Mr. Andrew Davey

Elizabeth Hastings Middle School



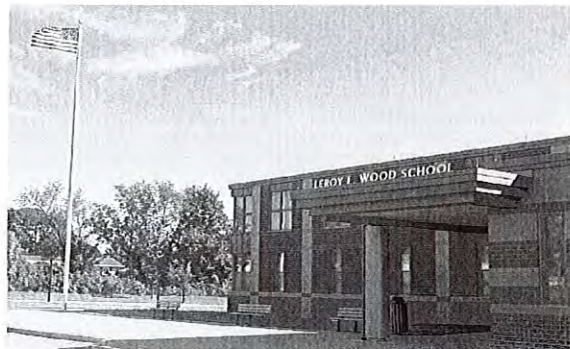
Principal: Mr. Kyle Alves
Assistant Principal: Mr. Jeremy Kennefick

East Fairhaven School



Principal: Mrs. Wendy Weidenfeller
Assistant Principal: Mrs. Amy Silva

LeRoy Wood School



Principal: Mrs. Pamela Pacheco
Assistant Principal: Mr. Derek Galvam



FAIRHAVEN PUBLIC SCHOOLS
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District Budget

Theory of Action for Budget Development

If the Fairhaven Public School District strategically allocates its human and financial resources to support high level learning for all, creating safe and supportive learning environments, and provides a professional community centered around a common mission, then our students will graduate from high school ready for college or career opportunities.

Our budget is developed with the educational programs of the district as a top priority. Our administrative team conducts a full-scale analysis of data and utilizes that information to develop our Goals for District Improvement. It allows us to take a critical look at all available resources and sets a clear path for what we must do. Programs that fall into alignment with the District Improvement Plan may be expanded or enhanced; while programs that do not, may be reduced or eliminated. Our budget process, in alignment with our District Improvement process, serves as a reflection of our core values and beliefs for student learning.

Blueprint for District Improvement

A core value within the mission of the Fairhaven Public Schools is to ensure high level learning for all children. The essential components necessary for the achievement of high level learning for all children is a highly effective teacher that delivers instruction within an optimal class size setting. Our educational program is our formal process to ensure high-levels of learning for all children. The school department budget is a policy statement that drives the educational program. It is the tool that provides the support and resources to our mission. We have begun the work of Planning for Success to have a 3-5 year roadmap for our District.

Profile of a Learner

The Fairhaven Public School District in partnership with our school community provides opportunities for all of our students to become independent, productive, and successful contributors to a global society. The Fairhaven Public Schools, in collaboration with the Fairhaven Community, has developed a district-wide Profile of a Learner. The Profile of a Learner consists of five key characteristics that all FPS graduates will be able to demonstrate proficiency in.

The Five Characteristics or “5 C’s” of our FPS Profile of a Learner are:

- Collaboration**
- Communication**
- Creativity**
- Critical Thinking**
- Civic Participation**

Core Values

The implementation of our district's vision for all of our graduates states our shared beliefs regarding the purpose of our schools, the role of our adults, and the fundamental principles and practices around teaching and learning.

1. We strive to provide a **safe and supportive learning** environment and the **climate, conditions, and culture** so that all students have the opportunity to achieve the stated vision of our graduates.
2. We strive to promote the proper **mindsets** to our students so that they may excel in life. The cornerstones of which are **ambition, perseverance, and integrity**.
3. We strive to provide an **educational program** delivered by a consistent **system of teaching and learning** supported by a **continuum of student services** so that all students are ready for the next grade, school, college, career, and life.
4. We strive to place the people, structures, and systems in position to provide the **resources and to support** the vision of our graduates.
5. We strive to **forge strategic partnerships** that promote collaborative planning to identify and advance opportunities for cooperation between town departments, neighboring municipalities, and community organizations, to examine possible areas of collaboration and partnership so as to improve efficiency and effectiveness of the services that we provide.
6. We strive to give students **opportunities to explore College and Career Options** throughout their experience in the Fairhaven Public School District and to create pathways that ensure their readiness to be successful upon graduation from High School.

Safe and Supportive Environment

- A physically safe environment for learners and adults.
- Policies and processes that ensure the safety of learners and adults.
- A safe, positive, respectful, and inclusive culture that ensures equity and honors diversity in identity and thought.
- Policies and protocols that define and support respectful treatment of all members of the school community.

Climate Conditions, and Culture

- Decisions that are made in the best interest of students.
- Decisions that are based upon the integrity of the institution and not on the special interest of the individual.
- Our educators are our greatest assets.
- Our educators are highly effective with a mindset for growth.
- Our educators are responsible for all learners and all learning.
- Our educators possess a spirit of continuous improvement.
- Our educators constructively utilize the time and structures provided for ongoing formal and informal collaboration.
- Our district supports our educators in maintaining expertise in their content area and in content-specific instructional practices.
- Our district values our educators as collaborative problem solvers, curriculum creators, and co-learners.
- Our district promotes intellectual risk taking and personal and professional growth.

College and Career Readiness

- Our district supports all students in the exploration and identification of college and/or career pathways.
- Our district provides students with important access to programs and information to ensure they are well-educated on their options post-high school.
- Our district provides training and resources for students, staff and families to ensure equity and access to the college and career process/experience.
- Our district provides real-world experiential learning opportunities for FPS students during the school day.
- Our district builds and fosters strong relationships with our local businesses and community partners.

Student Engagement

- Our district is committed to providing unique and innovative course offerings and programs that are reflective of highly engaging learning opportunities for all students.
- Our district values student voice and feedback to support decision-making.
- Our district continually reflects on the programs offered to students and families in order to ensure that we are providing the best and most engaging educational experience for all students.
- Our district builds and supports partnerships throughout the local and state communities to provide real-world, authentic, and engaging learning experiences inside our classrooms and beyond.

Communication

- Our district values clear, open, and transparent communication with all stakeholders.
- Our district priorities are clearly communicated to town departments and all stakeholders.
- Our district has a clear vision that is communicated to all stakeholders.
- Our district values feedback for continuous improvement and seeks it through a variety of modalities.

BUDGET BY STATE CODES

The school department budget is presented in compliance with the state classification system. This classification system enables the Commissioner to determine each school district's actual net school spending in the prior year and the estimated net school spending in the current year from information contained in the End-of-Year Pupil and Financial Report. Each school district shall report the following expenditures in the annual Department of Education End-of-Year Pupil and Financial Report in accordance with G.L. c. 72, s.3.

The following State Codes are utilized in the FY25 Budget Proposal:

1000 ADMINISTRATION: Activities which have as their purpose the general direction, execution, and control of the affairs of the school district that are system wide and not confined to one school, subject, or narrow phase of school activity.

2000 INSTRUCTIONAL SERVICES: Instructional activities involving the teaching of students, supervising of staff, and developing and utilizing curriculum materials and related services.

3000 OTHER SCHOOL SERVICES: Services other than instructional provided for students.

4000 OPERATION and MAINTENANCE OF PLANT: Housekeeping activities relating to the physical plant and maintenance activities for grounds, buildings, and equipment.

5000 FIXED CHARGES: Retirement and insurance programs, rental of land and buildings, debt service for current loans, and other recurring items, which are not generally provided for under another function.

9000 PROGRAMS WITH OTHER SCHOOL DISTRICTS: Transfers of payments to other school districts or to non-public schools for services provided to students residing in the sending city or town.

The state code classification system specifies the criteria for reporting functional categories of expenditures and gives the specific items, which should be reported under these categories. Thus, the following presentation of our FY25 Fairhaven Public School District Budget is presented in compliance with the state classification system. We present our budget that is in alignment with the annual Department of Education End-of-Year Pupil and Financial Report in accordance with G.L. c. 72, s.3.

BUDGET DEVELOPMENT PROCESS

The FY25 budget is presented utilizing the cost centers of District Leadership and Operations, Teaching and Learning (the Elementary Educational Program, the Secondary Educational Program), and Student Services. Each cost center is presented by utilizing the previously described state code system and its corresponding definition provided by the Department of Education.

The services needed to deliver the educational program to our students are presented in the salary portion of each cost center. The operational portion of each cost center shows the actual expenditures of the previous three years, the budgeted figure for the current year, and the requested figure for FY25.

The figures presented in the salary portion are presented based upon the educational program. Each component of the educational program is broken down by school, department/area, the number of personnel in each area, and the total amount of the expenditure to deliver that specific component of the salary budget. The level service projections of contractual obligations for all collective bargaining units for each current employee determines the increase to the FY25 budget figure. We itemize the base salary of each and every employee taking into consideration any step increases, lane changes, stipends, known retirements, early retirement incentives and longevity, and any other contractual obligations.

To develop the operational portion of the budget, we continue to use a zero-based philosophy, not a percentage-based increase. In October, teachers are asked to submit their budget requests to their building principal. In November, District Administration meet with building principals and present them with blank templates regarding dues and fees, supplies and materials, new equipment, replacement of equipment, teaching and instructional materials, textbooks and workbooks, and staffing requests. The operational budget development requires building principals to inventory existing items and provision for needed resources for our teachers and students.

Principals and other department heads present their requests to District Administration for consideration in the FY25 budget. District Administration ensures programmatic and educational equity in all budget decisions. The District Administration's job is to present the School Committee with a comprehensive budget request reflective of the District's core values and beliefs.

This FY25 preliminary budget recommendation from the administration to the school committee begins with the overall salary budget summary and the overall operational budget summary. The details of each cost center and educational program requests are summarize throughout the document.

OPERATIONAL BUDGET

| State Code | | FY21 Actual | FY22 Actual | FY23 Actual | FY24 Budgeted | FY25 Budgeted |
|-------------------|---|------------------------|------------------------|------------------------|--------------------------|--------------------------|
| 1000 | District Leadership & Administration | 129,713 | 218,806 | 277,278 | 201,700 | 246,200 |
| 2210 | School Leadership | 29,376 | 34,642 | 42,519 | 58,125 | 65,225 |
| 2250 | Tech/Maintenance Agreements | 5,351 | 0 | 2,780 | 6,200 | 28,975 |
| 2357 | Professional Development | 26,295 | 62,782 | 42,349 | 79,823 | 82,951 |
| 2410 | Textbooks | 44,287 | 37,924 | 99,559 | 54,905 | 56,802 |
| 2430 | Instructional Equip./General Supplies | 97,479 | 174,140 | 204,340 | 159,708 | 188,363 |
| 2440 | Other Instructional Services (Tutoring) | 99,418 | 96,088 | 92,086 | 84,450 | 89,780 |
| 2450 | Instructional Technology | 309,490 | 470,370 | 454,956 | 248,308 | 353,549 |
| 2710 | Guidance and Adjustment | 543 | 329 | 0 | 18,605 | 18,000 |
| 2800 | Psychological Services | 18,643 | 13,617 | 12,740 | 9,000 | 9,000 |
| | TOTAL INSTRUCTION | 630,882 | 889,892 | 951,329 | 719,124 | 892,645 |
| 3200 | Medical Health Services | 3,280 | 11,082 | 18,195 | 9,441 | 9,866 |
| 3300 | Transportation Services | 1,236,807 | 1,642,392 | 1,713,425 | 2,134,943 | 2,092,506 |
| 3500 | Athletics/Student Activities | 173,082 | 233,894 | 226,408 | 303,894 | 383,691 |
| 3400 | Food Service | 165,487 | 42,952 | 0 | 1,200 | 1,200 |
| 3600 | School Security | 209 | 115,354 | 3,291 | 2,000 | 35,000 |
| | TOTAL STUDENT SERVICES | 1,578,865 | 2,045,674 | 1,961,319 | 2,451,478 | 2,522,263 |
| 4110 | Custodial Services | 1,715 | 1,600 | 1,726 | 1,500 | 1,500 |
| 4120 | Heating of Buildings | 219,933 | 218,094 | 247,399 | 228,000 | 240,000 |
| 4130 | Utility Services | 357,100 | 354,147 | 266,360 | 397,750 | 402,260 |
| 4200 | Maintenance | 647,389 | 895,111 | 991,286 | 311,025 | 321,925 |
| 4225 | Building Security Equipment | 21,765 | 2,280 | 3,657 | 29,582 | 30,882 |
| 4400 | Networking and Telecommunications | 2,171 | 12,648 | 1,840 | 2,500 | 2,500 |
| | TOTAL MAINTENANCE | 1,250,073 | 1,483,880 | 1,512,268 | 970,357 | 999,067 |
| 5260 | Non-Employee Insurance | 3,390 | 3,390 | 3,390 | 3,390 | 3,390 |
| 5300 | Lease Agreements | 49,185 | 51,943 | 46,352 | 49,900 | 28,950 |
| 7100 | Capital Expenditures | 727,161 | 155,068 | 126,868 | 0 | 0 |
| 9000 | Out of District Tuitions | 1,177,789 | 1,067,477 | 1,207,809 | 1,057,447 | 1,545,753 |
| | TOTAL REQUEST | | 22,179,843 | 22,910,638 | 23,953,641 | 25,149,917 |
| | REDUCTION* | | | | -200,000 | |
| | | | | | 23,753,641 | |
| | INCREASE | | | | | 1,396,276 |
| | PERCENTAGE INCREASE | | | | | 5.88% |
| | *Override Failed to Support | | | | | As of 3/13/24 |

SALARY BUDGET

| STATE CODE | | FY 2025 REQUESTED |
|---------------|---|----------------------|
| | DISTRICT LEADERSHIP AND OPERATIONS | |
| 1000 | District Leadership and Administration | 723,273 |
| | TOTAL | 723,273 |
| | TEACHING AND LEARNING | |
| 2210 | Building Leadership/Secretarial | 1,403,279 |
| 2305 | TEACHERS CLASSROOM | |
| | Kindergarten | 595,494 |
| | Primary Grades 1-2 | 1,206,411 |
| | Intermediate Grades 3-5 | 1,807,205 |
| | Intermediate Grade 6 | 377,253 |
| | Specialists (Art, Music, Phys Ed, Inst. Tech) | 641,983 |
| | English 6 - 12 | 876,640 |
| | Social Studies/History 6 - 12 | 978,720 |
| | World Language 6 - 12 | 349,648 |
| | Mathematics 6 - 12 | 1,010,112 |
| | Science and Technology 6 - 12 | 1,105,145 |
| | Art 6 - 12 | 415,515 |
| | Music 6 - 12 | 319,158 |
| | Health and Physical Education 6 - 12 | 512,253 |
| | Media/Instructional Technology/Library | 54,283 |
| | English Language Learner | 272,227 |
| | Sick Leave | 47,100 |
| | Teacher Classroom Total | 10,569,147 |
| | TOTAL | 11,972,426 |
| | STUDENT SERVICES | |
| 2120 | Curriculum Directors/Supervisory | 259,694 |
| 2305/2330 | PROGRAM | |
| | Pre-School | 336,753 |
| | Inclusion/Reading | 1,150,031 |
| | Sub Seperate Classrooms | 664,253 |
| | Child Specific Student Support | 159,823 |
| 2320 | Speech Therapists/OT/BCBA | 361,062 |
| | Sped Program Total | 2,671,922 |
| 2330 | K-2 WIN Program | TITLE I |
| 2330 | STEP Program | 20,478 |
| | Program Total | 20,478 |
| 2440 | Tutorial/Instructional Services | 57,000 |
| 2710 | Guidance Counselors/School to Career | 464,779 |
| 2800 | Psychological Services/Social Workers | 659,008 |
| | Counseling Services Total | 1,180,787 |
| | TOTAL STUDENT SERVICES | 4,132,881 |
| 2325 | SUBSTITUTE TEACHERS | 305,000 |
| 3100 | FAMILY ENGAGEMENT CENTER | 62,424 |
| 3200 | MEDICAL HEALTH SERVICES | 324,993 |
| | INSTRUCTIONAL LEADERSHIP | |
| 2120 | Curriculum Directors/Supervisory | 53,796 |
| 3510 | Athletics | 188,104 |
| 3520 | Student Activities | 80,002 |
| | TOTAL | 321,902 |
| | SECURITY | |
| 3400 | Cafeteria Monitors | 38,151 |
| 3600 | School Security | 39,424 |
| 5550 | Crossing Guards | 22,320 |
| | TOTAL | 99,895 |
| 4110 | Custodial Services | 645,404 |
| 4220 | Maintenance of Buildings | 244,821 |
| 4400 | Technology | 78,630 |
| | TOTAL | 968,855 |

FY 2025 Salary Budget

18,911,649 +/-

DISTRICT LEADERSHIP

District and school leadership includes the School Committee, Office of the Superintendent of Schools, the Director of Student Services, and the Building Principals. District and School Leadership demonstrate effectiveness by having an established and effective team with the same set of expectations for all principals and;

- Designating administrators and/or staff with primary responsibility for conducting a continuous improvement planning cycle in the district, including monitoring progress with implementation and tracking effectiveness of planned activities
- District and School Leadership demonstrate effectiveness by exercising educational and operational leadership among administrators and program directors and;
- Facilitating teacher leadership, collaboration, supervision as well as an evaluation of school practices

1000 DISTRICT LEADERSHIP AND ADMINISTRATION - SALARY

- Salaries for School Committee Stipends, Superintendent/Assistant Superintendent and office personnel
- Salaries for Business and Finance and other District-Wide Administration, and office personnel

| AREA | STAFF CATEGORY | FTE | SALARY |
|-------|--|------------|----------------|
| ADMIN | SCHOOL COMMITTEE | STIPEND | |
| ADMIN | OFFICE OF THE SUPERINTENDENT | 4 | |
| ADMIN | DISTRICT OPERATIONS | 3.5 | |
| | TOTAL LEADERSHIP & ADMINISTRATION | 7.5 | 723,273 |

1000 - DISTRICT LEADERSHIP AND ADMINISTRATION - OPERATIONAL

| State Code | Line | Description |
|------------|-----------------------------|--|
| 1110 | SCHOOL COMMITTEE | Meeting costs; equipment; travel |
| 1210 | SUPERINTENDENT | Expenses of Superintendent and office |
| 1220 | ASSISTANT SUPERINTENDENT | Expenses of the Assistant Superintendent and office |
| 1410 | BUSINESS AND FINANCE | Expenses for Business and Finance office |
| 1430 | LEGAL FEES | School Committee representation for collective bargaining and other litigation |
| 1450 | INFORMATION MANAGEMENT/TECH | Expenses for District Information Management and Technology |

| STATE CODE | DISTRICT LEADERSHIP & ADMINISTRATION | FY21 ACTUAL | FY22 ACTUAL | FY23 ACTUAL | FY24 BUDGET | FY25 BUDGET |
|------------|--|----------------|----------------|----------------|----------------|----------------|
| 1110 | SCHOOL COMMITTEE | 5,604 | 5,890 | 6,203 | 6,000 | 6,000 |
| 1210 | SUPERINTENDENT | 18,305 | 39,182 | 53,602 | 18,100 | 18,100 |
| 1220 | ASSISTANT SUPERINTENDENT | 8,822 | 7,549 | 30,065 | 7,200 | 7,200 |
| 1410 | BUSINESS AND FINANCE | 39,818 | 54,162 | 11,287 | 4,400 | 4,400 |
| 1430 | LEGAL FEES | 34,715 | 89,349 | 109,403 | 70,000 | 100,000 |
| 1450 | INFORMATION MANAGEMENT/TECH | 22,449 | 22,674 | 66,718 | 96,000 | 110,500 |
| | TOTAL LEADERSHIP & ADMINISTRATION | 129,713 | 218,806 | 277,278 | 201,700 | 246,200 |

Educational Program

The Fairhaven Public School Educational Program ensures equity and access to a full range of educational programs and services for all learners.

The Fairhaven Public School Educational Program provides knowledge, skills, and understandings in core academic areas of student learning to all of our students.

Knowledge, skills, and understandings

- Communicate literal, interpretive, and critical understandings in clear expository, narrative, and descriptive writing.
- Write effective persuasive essays by taking a clear position, supporting that position with accurate and relevant information, organizing ideas logically and effectively, and expressing ideas with clarity and fluency.
- Speak clearly and concisely, communicating effectively and accurately in meaningful conversation, so as to defend a position and exchange information.
- Add, subtract, multiply, divide and use numbers in calculation, or educational exercises.
- Understand important mathematical concepts and procedures, and engage in complex mathematical tasks and methods to solve problems.
- Have a knowledge base in the biological, earth, and physical sciences, understanding unifying themes in the science, and applying the scientific principles and methods through research, investigations, and inquiry-based activities.
- Have a fundamental knowledge of a language other than English and understand and respect the diversity of languages and cultures.
- The Fairhaven Public School Educational Program values increasing student membership in co-curricular opportunities to create a sense of belonging in all students.

System of Teaching and Learning

- The Fairhaven Public School District's System of Teaching and Learning maximizes the allocation of structured learning time for students with highly effective educators.
- The Fairhaven Public School District's System of Teaching and Learning provides a vertically articulated curriculum and a corresponding cycle for review and renewal that are aligned with the state standards.
- The Fairhaven Public School District's System of Teaching and Learning delivers instructional practices that are designed to meet the learning needs of each student.
- The Fairhaven Public School District's System of Teaching and Learning implements quality assessments and a focused assessment protocol that informs classroom instruction and curriculum renewal, and are able to predict outcomes for statewide criterion referenced indicators.

- The Fairhaven Public School District's System of Teaching and Learning examines evidence of student learning and well-being to improve the cycle of curriculum, instruction, assessment practices and programs and services.

The essential conditions necessary for the achievement of high-level learning for all children is a highly effective teacher that delivers instruction within an optimal class size setting.

2210 - INSTRUCTIONAL LEADERSHIP - SALARY

- Salaries for principal(s) and school office staff.

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|--------|---|-----------|------------------|
| FHS | PRINCIPAL | 1 | |
| FHS | PRINCIPAL - VICE | 2 | |
| FHS | SECRETARY | 4 | |
| | TOTAL FHS LEADERSHIP | 7 | 498,142 |
| EHMS | PRINCIPAL | 1 | |
| EHMS | PRINCIPAL - VICE | 1 | |
| EHMS | SECRETARY | 2 | |
| | TOTAL EHMS LEADERSHIP | 4 | 298,678 |
| EAST | PRINCIPAL | 1 | |
| EAST | PRINCIPAL - VICE | 1 | |
| EAST | SECRETARY | 2 | |
| | TOTAL EAST LEADERSHIP | 4 | 305,960 |
| WOOD | PRINCIPAL | 1 | |
| WOOD | PRINCIPAL - VICE | 1 | |
| WOOD | SECRETARY | 2 | |
| WOOD | TOTAL WOOD LEADERSHIP | 4 | 300,499 |
| | TOTAL - SCHOOL LEADERSHIP BUILDING | 19 | 1,403,279 |

2200 - INSTRUCTIONAL LEADERSHIP - OPERATIONAL

| State Code | Line | Description |
|------------|----------------------------------|---|
| 2110 | CURRICULUM DIRECTORS SUPERVISORY | Expenditures for Curriculum Directors and Department Heads by program including Director of Student Services. |
| 2210 | SCHOOL LEADERSHIP | Expenditures, salaries, and expenses for School Leadership personnel including principal and school office staff. |
| 2250 | ADMIN. TECHNOLOGY | Expenditures for non-instructional building technology including hardware and software. |

| STATE CODE | DISTRICT LEADERSHIP & ADMINISTRATION INSTRUCTION | FY21 ACTUAL | FY22 ACTUAL | FY23 ACTUAL | FY24 BUDGET | FY25 BUDGET |
|------------|--|---------------|---------------|---------------|---------------|---------------|
| 2110 | DIRECTOR/SUPERVISORY | 5,151 | 6,478 | 6,783 | 11,050 | 14,375 |
| 2210 | SCHOOL LEADERSHIP | 24,225 | 28,164 | 35,736 | 47,075 | 50,850 |
| | | 29,376 | 34,642 | 42,519 | 58,125 | 65,225 |
| 2250 | TECH MAINT AGREEMENT | 5,351 | 0 | 2,780 | 6,200 | 28,975 |

ELEMENTARY EDUCATIONAL PROGRAM (K-5)

All elementary school students are provided the following essential components that comprise the educational program:

Provide sufficient instructional time for all students in the Core Academic Areas for Student Learning (English Language Arts, Mathematics, Science and Social Studies).

A highly effective teacher that delivers instruction within an optimal class size setting.

Each grade level is positioned side door to side door by rabbit run grade level. This allows for team teaching, differentiating instruction, and intervention blocks of time based upon level of student need as determined by student achievement data.

All Primary Grade Level Classrooms (PreK-2) are located within the same floor or level. All Intermediate Grade Level Classrooms (3 – 5) are located within the same floor or level. This structure allows for a smooth transition of effort in order to provide services to all children.

The ability to collaborate and have collegial discourse is provided via a common planning time. Each year's learning targets are derived from the previous year's targets, providing continuity among grade levels. Teachers are located in the same area in order to assure effective curricular coordination between and among all grade level teachers within the school.

All teachers in grades K-5 have scheduled planning periods per day. The advantages of this common time allows teachers to share their best practices; examine standards students are required to master; collaborate to provide students with accurate, timely, and specific feedback; plan effective units and lessons; examine student work; solve common problems of teaching; and consult with special education, and or ELL staff regarding the delivery of inclusion and support services. Planning periods are provided to classroom teachers when their students participate in the Specialty areas of Art, Music, Physical Education and Innovation classes.

East Fairhaven School

Contact Information:

Principal: Wendy Weidenfeller

Secretary: Donna Charpentier

Address: 2 New Boston Road
Fairhaven, MA 02719

Phone: (508) 979-4058



Overview:

The East Fairhaven School provides a safe, inclusive, and welcoming environment for all learners and families. EFS boasts a strong culture of collaboration with families and within the community. Guided by our core values, the East Fairhaven School embodies its school motto, "This is important. We can do it. You Won't give up on us." EFS provides a learning environment that prioritizes the "whole" learner and focuses on both the academic as well as the social and emotional needs of students. All families are encouraged to participate in their student's education and learning experience at the East Fairhaven School.

Recent Accomplishments:

- Provided 20 weeks of after-school Enrichment Programming for grades K-5
- Performed in the top 60th percentile on MCAS
- Implemented the DESSA (Devereaux Students Strengths Assessment) Universal Screener Tool
- Book Character Parade
- Veterans Day Assembly
- Monthly Cross-Grade Level Buddy Projects
- Canned Food Drive
- All School Thanksgiving Meal
- Winter Holiday Concert
- PTO Lip Sync Showcase
- PTO Bingo for Books
- PTO Spaghetti Dinner and Experience Raffle
- Science Fair
- Spring Concert
- SOLE Sisters and Band of Brothers

LeRoy Wood School

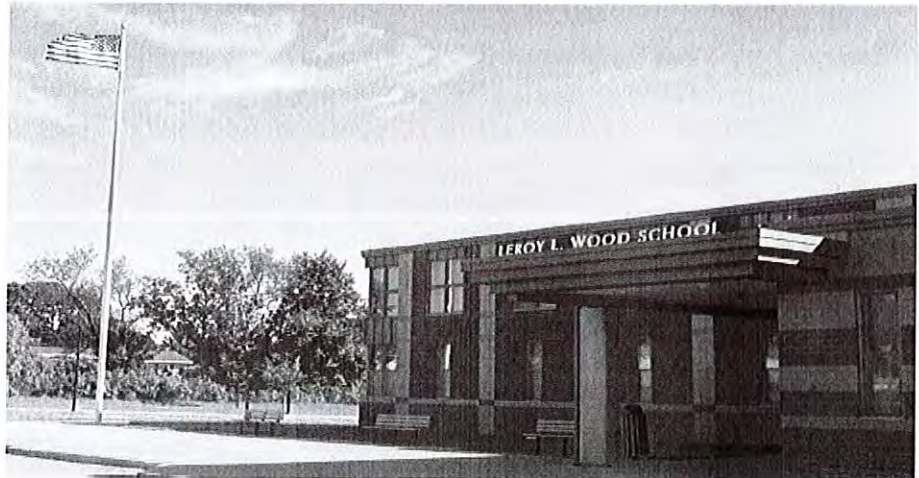
Contact Information:

Principal: Pamela Pacheco

Secretary: Erin Messier

Address: 60 Sconticut Neck Road
Fairhaven, MA 02719

Phone: (508) 979-4073



Overview:

The LeRoy Wood School provides a safe, inclusive, and welcoming environment for all learners and families. The Wood School boasts a strong culture of collaboration with families and within the community. LWS provides a learning environment that prioritizes the “whole” learner and focuses on both the academic as well as the social and emotional needs of students. All families are encouraged to participate in their student’s education and learning experience at the LeRoy Wood School.

Recent Accomplishments:

- Performed in the 75th percentile for 2023 MCAS Assessment
- Provided 20 weeks of after-school Enrichment Programming for grades K-5
- Implemented the DESSA (Deveraux Students Strengths Assessment) Universal Screener Tool
- Kindness Week
- Holiday Paint Night
- All School Thanksgiving Meal
- Winter Holiday Concert
- Spirit Week

2305 - CLASSROOM TEACHERS - SALARY

- *Expenditures for salaries of certified teachers.*

KINDERGARTEN

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|--------|------------------------------------|----------|----------------|
| EAST | KINDERGARTEN TEACHERS | 3 | |
| WOOD | KINDERGARTEN TEACHERS | 4 | |
| | TOTAL KINDERGARTEN TEACHERS | 7 | 595,494 |

PRIMARY GRADES 1-2

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|--------|------------------------------------|-----------|------------------|
| EAST | FIRST GRADE TEACHERS | 3 | |
| EAST | SECOND GRADE TEACHERS | 3 | |
| | TOTAL EAST PRIMARY TEACHERS | 6 | |
| WOOD | FIRST GRADE TEACHERS | 4 | |
| WOOD | SECOND GRADE TEACHERS | 4 | |
| | TOTAL WOOD PRIMARY TEACHERS | 8 | |
| | TOTAL PRIMARY TEACHERS | 14 | 1,206,411 |

INTERMEDIATE GRADES 3-5

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|--------|---|-----------|------------------|
| EAST | THIRD GRADE TEACHERS | 3 | |
| EAST | FOURTH GRADE TEACHERS | 3 | |
| EAST | FIFTH GRADE TEACHERS | 3 | |
| | TOTAL EAST INTERMEDIATE TEACHERS | 9 | 762,596 |
| WOOD | THIRD GRADE TEACHERS | 4 | |
| WOOD | FOURTH GRADE TEACHERS | 4 | |
| WOOD | FIFTH GRADE TEACHERS | 4 | |
| | TOTAL WOOD INTERMEDIATE TEACHERS | 12 | 1,044,609 |
| | TOTAL INTERMEDIATE TEACHERS | 21 | 1,807,205 |

ELEMENTARY SPECIALTY AREA TEACHERS

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|--------|--|----------|----------------|
| EAST | ART TEACHER | 1 | |
| WOOD | ART TEACHER | 1 | |
| | TOTAL ART TEACHERS | 2 | 168,934 |
| EAST | MUSIC TEACHER | 1 | |
| WOOD | MUSIC TEACHER | 1 | |
| | TOTAL MUSIC TEACHERS | 2 | 112,216 |
| EAST | PHYSICAL EDUCATION TEACHER | 1 | |
| WOOD | PHYSICAL EDUCATION TEACHER | 1 | |
| | TOTAL PHYSICAL EDUCATION TEACHERS | 2 | 182,579 |
| EAST | INNOVATION SPECIALIST | 1 | |
| WOOD | INNOVATION SPECIALIST | 1 | |
| | TOTAL INNOVATION SPECIALIST | 2 | 178,254 |
| | TOTAL SPECIALTY AREA | 8 | 641,983 |

K-5 Literacy Initiative

At Fairhaven Public Schools, we believe that strong early literacy skills lead to future literacy success. Our K-5 teachers and staff began implementing flexible literacy groups in the fall of 2019. We call these flexible literacy groups, What I Need-WIN time. We are excited for the opportunities this model provides for students to work with our teachers to accelerate their growth as readers and writers.

What is flexible grouping?

Flexible grouping is a term that describes a variety of ways to group students for the purpose of delivering specific instruction to maximize growth for individual learners. Our entire team of teachers, assistants, and small group interventionists collaborate to implement flexible grouping as part of our overall literacy instruction.

How are flexible groups determined?

In the beginning of the year, we administer reading assessments to gather up-to-date literacy information on each student to form our groups. The information is reviewed by our assessment team to place students in the appropriate group based on the results. Each group experience provides specific instructional strategies designed to improve each student’s literacy skills.

What does it look like?

Students begin in their homeroom classroom with a whole group activity to activate their brains for learning. Students then transition to their WIN Groups, which may be in a different classroom, to work with a teacher or staff member on targeted literacy skills. WIN Groups include all students. In addition to WIN time, students spend approximately 70 minutes of whole group and small group instruction with their homeroom teacher.

How is progress monitored?

Each teacher monitors the progress of individual students during daily center-based activities. Students will be reassessed at the end of the WIN intervention cycle (6-8 weeks), and may be re-grouped accordingly. Even if the student works with a different teacher during centers, the information about his or her progress will be shared with homeroom teachers throughout the 6-8 week time period.

How is this funded?

The Student Opportunity Act (SOA) was created to help close learning gaps. Fairhaven has prioritized literacy programs and improving class size goals. This increase in funding comes in the form of an increase to our Chapter 70 funding.

LITERACY PARAPROFESSIONALS

- *Salaries for Paraprofessionals supporting Literacy.*

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|----------|--|-------------|----------------|
| DISTRICT | K-2 PARAPROFESSIONALS | 4 | |
| DISTRICT | INTERVENTIONIST | 2 | |
| DISTRICT | ASST PRINCIPAL FOR TEACHING & LEARNING | 1 | |
| | TOTAL | 7 | 281,506 |
| | GRANT OFFSET | TITLE I (7) | 281,506 |
| | TOWN BUDGET AMOUNT | 0 | 0 |

SECONDARY EDUCATIONAL PROGRAM (6 – 12)

The recommended program of study that Massachusetts high school students need in order to be prepared for college and a career consists of units. A *unit* represents a full academic year of study or its equivalent in a core academic area.

The Educational Program at the Secondary Level (6 – 12) provides sufficient instructional time in the Core Academic Areas for Student Learning (English Language Arts, Mathematics, Science and Technology, History/Social Science, and World Language). A highly effective teacher delivers this subject matter within a class size that adheres to the district’s class size goals. In addition to core academic areas, there are also exploratory/elective programs available at all grade levels.

| SUBJECT | UNITS | DESCRIPTION |
|------------------------|-------|--|
| ENGLISH LANGUAGE ARTS | 4 | English 9-12; may include AP in Sophomore, Junior and/or Senior year |
| MATHEMATICS | 4 | This Academic Pathway should conclude with the completion of Geometry through Algebra II; may include AP in Junior and/or Senior year |
| SCIENCE | 3 | The Board of Higher Education admissions standards require three (two lab-based) physical and natural science units; may include AP in Sophomore, Junior, and/or Senior year |
| HISTORY/SOCIAL STUDIES | 3 | The Academic Pathway should conclude with World History and US History I and II; may include AP in Freshman, Sophomore, Junior and/or Senior year |
| WORLD LANGUAGE | 2 | Two units of the same language. |

Academic Pathways (Grades 6 – 12)

The following is an example of the implementation of an Academic Pathway in the area of History/Social Science at the secondary level:

What is the flow of coursework beginning with the end in mind based upon completion of the History/Social Science Program of Studies?

- History/Social Science 3 Units
- The Academic Pathway should conclude with World History and US History I and II
- Each course will flow from the accomplishment of grade or course specific benchmarks within a content area and looking backwards to ensure success.

When does the academic pathway begin?

- Academic Pathways are organized into sequenced units of study that serve as the detailed road map ensuring that all students achieve the desired outcome.
- The Academic Pathway for History/Social Science shows the sequence of study for coursework in Grades 6 – 12:
 - Grade 6 Geography, Grade 7 Ancient Civilizations, Grade 8 World History, Grade 9 World History, Grade 10 US History, and Grade 11 US History.

Elizabeth Hastings Middle School

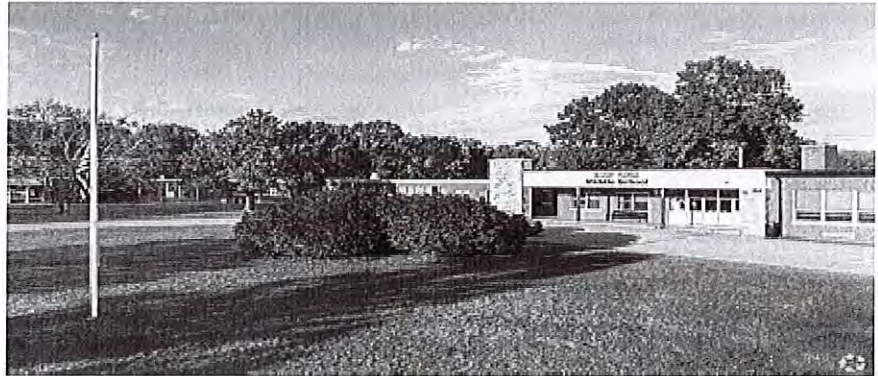
Contact Information:

Principal: Kyle Alves

Secretary: Theresa Sinko

Address: 30 School Street
Fairhaven, MA 02719

Phone: (508) 979-4063



Overview:

The Elizabeth Hastings Middle School provides a safe, inclusive, and welcoming environment for all learners and families. EHMS boasts a strong culture of collaboration with families and within the community. Guided by our core values, the Elizabeth Hastings Middle School strives to foster and maintain a culture of kindness, respect, inclusivity, and achievement. EHMS provides a learning environment that prioritizes the “whole” learner and focuses on both the academic as well as the social and emotional needs of students. All families are encouraged to participate in their student’s education and learning experience at the Elizabeth Hastings Middle School.

Recent Accomplishments:

- EHMS was named a Unified Champion School by the Massachusetts Special Olympics for its Unified athletics program
- Implemented new support programming for students needed both intervention and/or enrichment during the school day
- Provided Middle School Athletics program for Spring Season (flag football and co-ed volleyball)
- Provided 20 weeks of after school enrichment programming for students in grades 6-8
- All students participated in Rachel’s Challenge presentation
- FHS Girls Up club sponsored a STEM program for all grade 8 students
- College and Career Programing Implemented for students in grades 6-8, including the MefaPathway program
- Implemented the DESSA (Deveraux Students Strengths Assessment) Universal Screener Tool

Fairhaven High School

Contact Information:

Principal: Andrew Kulak
Secretary: Tina Lafountain
Address: 12 Huttleston Avenue
Fairhaven, MA 02719
Phone: (508) 979-4063



Overview:

The Fairhaven High School provides a safe, inclusive, and welcoming environment for all learners and families. FHS boasts a strong culture of collaboration with families and within the community. Guided by our core values, the Fairhaven High School strives to foster and maintain a culture of kindness, respect, inclusivity, innovation, and achievement. FHS provides a learning environment that prioritizes the “whole” learner and focuses on both the academic as well as the social and emotional needs of students. All families are encouraged to participate in their student’s education and learning experience at the Fairhaven High School.

Recent Accomplishments:

- CollegeBoard Advanced Placement Honor Roll for increased access and participation in AP Programs
- Recognized as Unified Champion School by the Massachusetts Special Olympics for unified athletics
- Recipient of MyCAP (My Career and Academic Planning Grant) to support student college and career programming
- FHS Football team won the Division VI MIAA Super Bowl Championship
- Provided 20 weeks of after school enrichment programming for students in grades 9-12
- Participated in the MyCAP planning grant
- Provided a new Innovation Pathway model for students in the area of Business
- Implemented the DESSA (Deveraux Students Strengths Assessment) Universal Screener Tool

2305 - CLASSROOM TEACHERS - SALARY

• Expenditures for salaries of certified teachers.

SIXTH GRADE

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|--------|----------------------------|----------|----------------|
| EHMS | SIXTH GRADE TEACHERS | 6 | |
| | TOWN BUDGET REQUEST | 6 | 377,253 |

ENGLISH LANGUAGE ARTS

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|--------|-------------------------------|-----------|----------------|
| FHS | ENGLISH TEACHERS | 7 | |
| EHMS | ENGLISH TEACHERS | 4 | |
| | TOTAL ENGLISH TEACHERS | 11 | 876,640 |

HISTORY/SOCIAL STUDIES

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|--------|-------------------------------|-----------|----------------|
| FHS | HISTORY TEACHERS | 8 | |
| EHMS | HISTORY TEACHERS | 4 | |
| | TOTAL HISTORY TEACHERS | 12 | 978,720 |

WORLD LANGUAGE

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|--------|--------------------------------------|----------|----------------|
| FHS | WORLD LANGUAGE TEACHERS | 4 | |
| | TOTAL WORLD LANGUAGE TEACHERS | 4 | 349,648 |

MATHEMATICS

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|--------|-----------------------------------|-----------|------------------|
| FHS | MATHEMATICS TEACHERS | 8 | |
| EHMS | MATHEMATICS TEACHERS | 4 | |
| | TOTAL MATHEMATICS TEACHERS | 12 | 1,010,112 |

SCIENCE/TECHNOLOGY

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|--------|-------------------------------|-----------|------------------|
| FHS | SCIENCE TEACHERS | 9 | |
| EHMS | SCIENCE TEACHERS | 5 | |
| | TOTAL SCIENCE TEACHERS | 14 | 1,105,145 |

VISUAL ARTS

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|--------|---------------------------|----------|----------------|
| FHS | ART TEACHERS | 4 | |
| EHMS | ART TEACHER | 1 | |
| | TOTAL ART TEACHERS | 5 | 415,515 |

MUSIC

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|----------|-----------------------------|----------|--------|
| DISTRICT | MUSIC TEACHER | 1 | |
| FHS | MUSIC TEACHERS | 2 | |
| EHMS | MUSIC TEACHER | 1 | |
| | TOTAL MUSIC TEACHERS | 4 | |

HEALTH/PHYSICAL EDUCATION

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|--------|---------------------------------|----------|--------|
| FHS | PHYSICAL EDUCATION TEACHERS | 2 | |
| FHS | HEALTH TEACHER | 1 | |
| EHMS | PHYSICAL EDUCATION TEACHERS | 2 | |
| EHMS | HEALTH TEACHER | 1 | |
| | TOTAL PE/HEALTH TEACHERS | 6 | |

LIBRARY/MEDIA

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|--------|------------------------------------|-------------|----------------|
| FHS | MEDIA PRODUCTION | 1 | |
| FHS | LIBRARY/MEDIA CENTER/ELA | 1 | |
| EHMS | MEDIA PRODUCTION | 1 | |
| | TOTAL LIBRARY/MEDIA TEACHER | 3 | 169,497 |
| | GRANT OFFSET | COMCAST (2) | 115,214 |
| | TOWN BUDGET REQUEST | 1 | 54,283 |

ENGLISH LANGUAGE LEARNER

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|----------|-----------------------------------|-----|---------|
| DISTRICT | ENGLISH LANGUAGE LEARNER TEACHERS | 3 | 272,227 |

INSTRUCTION - OPERATIONAL

| State Code | Line | Description |
|------------|--|--|
| 2356 | PROFESSIONAL DEVELOPMENT (INSTRUCTIONAL STAFF) | Expenditures for teachers and instructional support staff to participate in professional development, both inside and outside the district, including stipends, reimbursements to take courses, registration fees, and cost of publications. |
| 2358 | PROFESSIONAL DEVELOPMENT (OUTSIDE PROVIDERS) | Expenditures for vendors who provide professional development to instructional staff. |
| 2410 | ACADEMIC TEXTBOOKS | Expenditures for Textbooks and Related Software/Media/Materials including consumable workbooks, materials, and accessories, provided as an integrated package as well as printed manuals used to support direct instructional activities. |
| 2415 | OTHER INSTRUCTIONAL MATERIALS (LIBRARIES) | Expenditures of Other Instruction Materials including books and other materials excluding textbooks, for use in school libraries or classroom libraries. |
| 2420 | INSTRUCTIONAL EQUIPMENT | Expenditures for Instructional Equipment science lab equipment irrespective of unit cost. Also includes lease/purchase of equipment used to produce instructional material. |
| 2430 | GENERAL CLASSROOM SUPPLIES | Expenditures for paper, pens, pencils, crayons, chalk, paint, toner printer cartridges, calculators, etc. |

| STATE CODE | INSTRUCTION | FY21 ACTUAL | FY22 ACTUAL | FY23 ACTUAL | FY24 BUDGET | FY25 BUDGET |
|------------|-------------------------|---------------|----------------|----------------|----------------|----------------|
| 2356 | PD INSTRUCTIONAL | 22,648 | 25,614 | 28,947 | 57,750 | 57,750 |
| 2358 | PD PROVIDERS | 3,647 | 37,168 | 13,402 | 22,073 | 25,201 |
| | | 26,295 | 62,782 | 42,349 | 79,823 | 82,951 |
| 2410 | ACADEMIC TEXTBOOKS | 43,405 | 36,293 | 99,040 | 51,605 | 53,652 |
| 2415 | OTHER INSTRUCT MATL. | 882 | 1,631 | 519 | 3,300 | 3,150 |
| | | 44,287 | 37,924 | 99,559 | 54,905 | 56,802 |
| 2420 | INSTRUCTIONAL EQUIPMENT | 15,593 | 13,262 | 50,804 | 15,953 | 21,453 |
| 2430 | CLASSROOM SUPPLIES | 81,886 | 160,878 | 153,536 | 143,755 | 166,910 |
| | | 97,479 | 174,140 | 204,340 | 159,708 | 188,363 |

2451 - INSTRUCTIONAL TECHNOLOGY - OPERATIONAL

| State Code | Line | Description |
|------------|------------------------------------|---|
| 2451 | CLASSROOM INSTRUCTIONAL TECHNOLOGY | Expenditures such as computers, servers, networks, scanners, digital cameras, etc. used in the classroom or computer laboratories. |
| 2453 | OTHER INSTRUCTIONAL HARDWARE | Expenditures for Other Instructional Hardware including computers, servers, networks, scanners, digital cameras, etc. used in school libraries and media centers. |
| 2455 | INSTRUCTIONAL SOFTWARE | Expenditures for Instructional Software including the cost of programs and licenses. |

| STATE CODE | TECHNOLOGY | FY21 ACTUAL | FY22 ACTUAL | FY23 ACTUAL | FY24 BUDGET | FY25 BUDGET |
|------------|------------------------|----------------|----------------|----------------|----------------|----------------|
| 2451 | INSTRUCTIONAL HARDWARE | 181,041 | 337,123 | 253,258 | 169,140 | 228,155 |
| 2453 | INSTRUCTIONAL OTHER | 0 | 5255 | 41586 | 800 | 800 |
| 2455 | INSTRUCTIONAL SOFTWARE | 128,449 | 127,992 | 160,112 | 78,368 | 124,594 |
| | | 309,490 | 470,370 | 454,956 | 248,308 | 353,549 |

| STATE CODE | EQUIPMENT LEASE | FY21 ACTUAL | FY22 ACTUAL | FY23 ACTUAL | FY23 BUDGET | FY25 BUDGET |
|------------|-----------------|-------------|-------------|-------------|-------------|-------------|
| 5300 | COPIER LEASES | 49,185 | 51,943 | 46,352 | 49,900 | 28,950 |

Special Education/Student Services

Background

Special Education is a federally mandated program for students with disabilities and is regulated through the Individuals with Disabilities Education Act (IDEA), a federal law, and Massachusetts regulation 603 CMR 28.0. Eligible students ages 3-22 receive specialized educational services that meet the legal standards of a Free and Appropriate Public Education (FAPE) in the least restrictive environment (LRE). Each student receiving specialized instruction has an Individualized Educational Program (IEP) that identifies the type of disability as well as the types of services and specially designed instruction the individual student requires to make effective progress within the general education setting. IEPs are developed by a team process and are legally binding documents that must be fully adhered to by both the school and student/family.

Special Education Population by Year:

| School Year | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2024 |
|----------------------------------|-----------|-----------|-----------|-----------|
| District % of Students on an IEP | 18.7 % | 18.9% | 19.4% | 18.5% |

FPS provides multiple “in district” programs to support meeting the needs of our students with disabilities. FPS provides the following programs:

- Learning Center (LC) Pre-K-2 at the East Fairhaven School
- Learning Center (LC) Grades K-5 Social and Emotional Needs)
- Empowered Program (EP) at Elizabeth Hastings Middle School
- Empowered Program (EP) at Fairhaven High School
- EHMS Skills Program
- FHS Skills Program

FPS has tuition agreements with outside placements for students with needs that are unable to be met through district-based programming. Our partners include:

- Southeastern Massachusetts Educational Collaborative (SMEC)

STUDENT SERVICES

Fairhaven Public Schools strives to ensure all students receive the appropriate support to achieve their academic, social and emotional success. Fairhaven Public Schools provides students with disabilities specially designed education services to support the development of the student's individual educational potential in the least restrictive environment. In Fairhaven, we deliver services with fidelity and have highly qualified personnel working with our students.

Our students are provided individualized services that meet their personal, social, emotional, academic, and college and career needs. Students that receive specialized services include but are not limited to those identified as English Language Learners and students with 504 Accommodation Plans. Our students are provided with a continuum of services so that their needs are met. We are proud of the continuum of student services that is defined for our district.

2120 - CURRICULUM DIRECTORS SUPERVISORY – SALARY

- Salaries for Department Heads at the district level
- Salaries for Director of Special Education and other managers responsible for delivery of student instruction programs at district level and office staff
- Expenditures for salaries of certified teachers.

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|---------------|---|----------|----------------|
| SPED DISTRICT | DIRECTOR OF STUDENT SERVICES | 1 | |
| SPED DISTRICT | ASST. DIR. STUDENT SERVICES/COORDINATOR OF STUDENT SERVICES | 1 | |
| SPED DISTRICT | SECRETARY | 1 | |
| SPED DISTRICT | SECRETARY | 1 | |
| | TOTAL SUPERVISORY | 4 | 296,925 |
| | GRANT OFFSET | (IDEA) 1 | 37,231 |
| | TOWN BUDGET REQUEST | 3 | 259,694 |

STUDENT SERVICES - OPERATIONAL

| State Code | Line | Description |
|------------|--|---|
| 2440 | OTHER INSTRUCTIONAL SERVICES | Expenditures for Other Instructional Services including field trips and distance learning. |
| 2710 | GUIDANCE AND SCHOOL ADJUSTMENT COUNSELORS (SACS) | Expenses related to Guidance Counselors and School Adjustment Counselors |
| 2720 | TESTING & ASSESSMENT | Expenses and materials used for testing and assessing students. |
| 2800 | PSYCHOLOGICAL SERVICES | Expenses for psychological evaluation, counseling, and other services provided by a licensed mental health professional (Psychologists, LICSWs) |

| STATE CODE | STUDENT SERVICES | FY21 ACTUAL | FY22 ACTUAL | FY23 ACTUAL | FY24 BUDGET | FY25 BUDGET |
|------------|------------------------------|----------------|----------------|----------------|----------------|----------------|
| 2440 | OTHER INSTRUCTIONAL SERVICES | 99,418 | 96,088 | 92,086 | 84,450 | 89,780 |
| 2710 | GUIDANCE AND SACS | 543 | 329 | 0 | 4,305 | 3,700 |
| 2720 | TESTING AND ASSESSMENT | 0 | 0 | 0 | 14,300 | 14,300 |
| 2800 | PSYCHOLOGICAL SERVICES | 18,643 | 13,617 | 12,740 | 9,000 | 9,000 |
| | | 118,604 | 110,034 | 104,826 | 112,055 | 116,780 |

EARLY CHILDHOOD/PRESCHOOL PROGRAM

There are three (3) early childhood preschool special education classrooms servicing the district. There are two (2) inclusion preschool classrooms and one (1) substantially separate early childhood preschool classroom. Three certified preschool teachers and four paraprofessionals (one is ABA trained) are needed to service this program.

The capacity of each inclusion preschool is fifteen (15) students; seven (7) special education students and eight (8) peer partner students. The capacity of the substantially separate preschool classroom is nine (9) students.

PRESCHOOL PROGRAM - SALARY

- *Salaries for Teachers and Paraprofessionals working in the Early Childhood/Preschool Program.*

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|------------|--------------------------------|----------|----------------|
| ELEMENTARY | PRESCHOOL TEACHERS | 3 | |
| ELEMENTARY | PARAPROFESSIONALS - PRESCHOOL | 3 | |
| ELEMENTARY | PARAPROFESSIONAL - PRESCHOOL | 1 | SPED EC GRANT |
| | TOTAL PRESCHOOL PROGRAM | 7 | 360,649 |
| | GRANT OFFSET | EC (1) | 23,896 |
| | TOWN BUDGET REQUEST | 6 | 336,753 |

SPECIAL EDUCATION INCLUSION PROGRAM

For students whose IEP's prescribe services through an Inclusion model (Full or partial), special education services are delivered primarily by certified, licensed special education teachers. A collaborative partnership between a certified special education teacher and a highly qualified special education paraprofessional provides consultative, collaborative, and co-teaching services to identified and assigned grade level students.

At the elementary level, four (4) inclusion teachers with the assistance of counterpart special education paraprofessionals serve the needs of all identified elementary students requiring inclusive services.

At the secondary level, eight (8) certified, special education teachers and (9) counterpart special education paraprofessionals serve the needs of all identified middle school and high school students requiring inclusive services.

Special education teachers identified for inclusion will be provided with a dedicated partner paraprofessional. This team of two will deliver all inclusion services to all identified students on an Individual Education Plan. All identified highly effective special education personnel must be utilized primarily to deliver direct services to identified special education students only. We will prioritize the scheduling of special education teachers and the identified special education paraprofessionals needed to deliver direct services to identified special education students only. The partner paraprofessional shall be utilized solely for the purpose of special education inclusion services. The special education inclusion teacher will develop a weekly service schedule in collaboration with their partner paraprofessional.

Resource and Pull-Out Special Education Services: In addition, for specific services addressed in a partial inclusive setting, resource and pull-out special education services are also supported and delivered based on a student's identified need by assigned certified, special education personnel identified above. This service also supports students requiring a substantially separate ELA and/or substantially separate Math section. Groupings are non-categorical and based on the needs of each individual student.

Specialized Instructional Support Class: Additionally, At EHMS, as part of their daily schedule to service identified students, certified, Special Education teachers provide Instructional Support Class (ISC) sections in grades 6 - 8. Paraprofessional services support the small group, differentiated instruction as needed.

At FHS, as part of their daily schedule to support identified students, certified, Special Education teachers provide Instructional Support Class (ISC) sections in grades 9 - 12. Paraprofessional services support the small group, differentiated instruction as needed.

PHONETIC BASED READING SERVICES

Currently Phonetic Based Reading Services are provided to identified students in grades K-8. As part of the district’s powerful teaching and learning practices, Fairhaven Public Schools maintains a focus on Literacy grades K-2. By the end of grade 2 and beyond, students with an identified disability may require phonetic based reading services to support their focus on literacy, language, and reading skills across all content areas. Currently, there are four (4) Special education teachers at the elementary and middle school who are certified and trained in phonetic based reading approaches. Program guidelines and requirements regarding service delivery include homogenous student groupings (by what level students are at) with either daily small group instruction or individual instruction. For maximum results and progress, service delivery must be provided consistently upon identification of the student's need. Students receiving this remediation service should move through the specialized program within 3 years of starting the program. Phonetic Based Reading will be provided as prescribed to identified students.

Ramp up to Literacy: At the end of Grade 8, students are assessed on their I-Ready scores. The bottom stanine of students are identified and enrolled into a grade 9 Ramp up to Literacy section at FHS, taught by a certified ELA teacher and a certified Special Education Teacher. In Grade 10, the same roster of Grade 9 Ramp up to Literacy students stay together to receive their Grade 10 Bridge, Inclusion ELA class delivered by the same two teachers.

INCLUSION AND PHONETIC BASED READING PROGRAM - SALARY

| SCHOOL | STAFF CATEGORY | FTE | SALARY | |
|--------|--------------------------------|-----------|------------------|------------------|
| EAST | INCLUSION TEACHERS | 2 | | |
| EAST | PARAPROFESSIONALS | 3 | | |
| WOOD | INCLUSION TEACHERS | 2 | | |
| WOOD | PARAPROFESSIONALS | 3 | | |
| EHMS | INCLUSION TEACHERS | 3 | | |
| EHMS | PARAPROFESSIONALS | 3 | | |
| FHS | INCLUSION TEACHERS | 4 | | |
| FHS | PARAPROFESSIONALS | 4 | | |
| | TOTAL INCLUSION PROGRAM | 24 | | 1,296,442 |
| | GRANT OFFSET | (IDEA) 2 | | 146,411 |
| | TOWN BUDGET REQUEST | 22 | 1,150,031 | |

SPECIAL EDUCATION CHILD SPECIFIC SUPPORT

Child Specific Paraprofessionals provide student support services that are needed for specific students identified by their IEP as requiring intensive, on- going adult support throughout the day at all levels (PreK-12).

CHILD SPECIFIC SUPPORT - SALARY

- *Salaries Paraprofessionals working as Child Specific supports.*

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|--------|--------------------------------|----------|----------------|
| EAST | PARAPROFESSIONALS | 2 | |
| EHMS | PARAPROFESSIONALS | 1 | |
| FHS | PARAPROFESSIONALS | 3 | |
| | TOTAL PARAPROFESSIONALS | 6 | 159,823 |

SPECIAL EDUCATION SUBSTANTIALLY SEPARATE PROGRAMS

SUBSTANTIALLY SEPARATE PROGRAM

There are two (2) substantially separate ASD/Cognitive classrooms in the district. Two Special Education certified Teachers, holding an Autism Endorsement, service these substantially separate programs. The programs are currently located in two classrooms (K-2; 3-5) at the East Fairhaven School. There is one ABA Assistant, RBT certified, for the program, and two ABA trained paraprofessionals in each (4 total) room required to support the students in this program in addition to a float para between the classrooms for ABA services.

Related service staff including: BCBA, Speech and Language Pathologist, Occupational Therapist/COTA, Physical Therapist/PTA, Teacher of the Deaf, Teacher of the Visually Impaired, and School Adjustment Counselor (LICSW) support the students of this program and provide consultative services to the program staff. The projected number of students for capacity within this program is 12-14 students in each classroom.

SUBSTANTIALLY SEPARATE PROGRAM - SALARY

- *Salaries Paraprofessionals working in the Autism/Cognitive Program.*

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|------------|--------------------------------|----------|----------------|
| EAST | RESOURCE TEACHER | 2 | |
| ELEMENTARY | RESOURCE PARAPROFESSIONALS | 6 | |
| | TOTAL RESOURCE PROGRAMS | 8 | 354,973 |
| | GRANT OFFSET | IDEA (1) | 51,698 |
| | TOWN BUDGET REQUEST | 7 | 303,275 |

SUBSTANTIALLY SEPARATE PROGRAM

There were two (2) substantially separate behavioral based/social emotional classrooms in the district for over a decade. Due to not receiving an override in FY24, we had to apply for a waiver and only service one classroom. This budget is reinstating the two (2) classrooms as follows. Two Special Education certified teachers service this substantially separate behavioral based/social emotional program. This program would return to be located at the Leroy Wood School. There is one Behavioral Assistant, RBT certified, for the program, and two ABA trained paraprofessionals in each room (4 total) required to support the students in this program.

Related service staff including: BCBA, School Adjustment Counselor (LICSW, LMHC), Speech and Language Pathologist, and Occupational Therapist /COTA, support the students of this program and provide consultative services to the program staff. The projected number of students for capacity within this program is 12-14 students.

SUBSTANTIALLY SEPARATE PROGRAM - SALARY

- *Salaries Paraprofessionals working in the Behavior and Social Emotional Programs.*

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|------------|--------------------------------|----------|----------------|
| WOOD | RESOURCE TEACHER | 2 | |
| ELEMENTARY | RESOURCE PARAPROFESSIONALS | 4 | |
| | TOTAL BEHAVIOR PROGRAMS | 7 | 288,272 |
| | GRANT OFFSET | IDEA (1) | 91,156 |
| | TOWN BUDGET OFFSET | 5 | 197,116 |

SUBSTANTIALLY SEPARATE PROGRAM

There are two (2) substantially separate Life Skills classrooms in the district. Two (2) Special Education certified Teachers, holding an Autism Endorsement, service these substantially separate programs. The program services middle school level students (grades 6-8), located in the Elizabeth Hastings Middle School, and then as they transition into Fairhaven High School for 9th grade through graduation/completion. There are three ABA trained paraprofessionals required to support the students in this program.

Related service staff including: BCBA, School Adjustment Counselor (LICSW, LMHC), Guidance Counselor, Speech and Language Pathologist, Occupational Therapist / COTA, Physical Therapist / PTA, and Teacher of the Visually Impaired, support the students of this program and provide consultative services to the program staff. The projected number of students for capacity within this program is 12 - 14 students.

SUBSTANTIALLY SEPARATE PROGRAM - SALARY

- *Salaries for Teachers and Paraprofessionals working Life Skills Programs.*

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|--------|-----------------------------------|----------|----------------|
| EHMS | LIFE SKILLS TEACHER | 1 | |
| EHMS | PARAPROFESSIONALS | 2 | |
| FHS | LIFE SKILLS TEACHER | 1 | |
| FHS | PARAPROFESSIONALS | 2 | |
| | TOTAL LIFE SKILLS PROGRAMS | 6 | 255,018 |
| | GRANT OFFSET | IDEA (1) | 91,156 |
| | TOWN BUDGET REQUEST | 5 | 163,862 |

SPECIAL EDUCATION RELATED SERVICES

SPEECH, OCCUPATIONAL & BCBA THERAPISTS - SALARY

- Salaries for speech therapists, occupational therapists, and BCBA therapist.

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|----------|------------------------------|----------|----------------|
| DISTRICT | SPEECH THERAPISTS | 2 | |
| DISTRICT | SPEECH THERAPISTS ASSISTANTS | 2 | |
| DISTRICT | OCCUPATIONAL THERAPIST | 1 | |
| EAST | OCCUPATIONAL THERAPIST ASST. | 1 | |
| DISTRICT | BCBA THERAPIST | 1 | |
| | TOTAL THERAPISTS | 7 | 494,484 |
| | GRANT OFFSET | IDEA (2) | 133,422 |
| | TOWN BUDGET AMOUNT | 5 | 361,062 |

IN SCHOOL SUSPENSION PARAPROFESSIONALS - SALARY

- Salaries for In School Suspension paraprofessionals.
- Paraprofessionals (1) provide services for STEP (ISS) and student supervision at EHMS

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|-----------|-------------------|----------|---------------|
| SECONDARY | PARAPROFESSIONALS | 1 | 20,478 |
| | TOTAL | 1 | 20,478 |

2440 - OTHER SERVICES

- Salaries for Tutorial Services.
- Tutorial Services are provided as needed throughout the district.

TUTORIAL SERVICES

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|----------|-------------------|--------|--------|
| DISTRICT | TUTORIAL SERVICES | HOURLY | 57,000 |

2710 - GUIDANCE COUNSELORS - SALARY

- Salaries for Guidance Counselors.
- Guidance Counselors (5) for Guidance, social adjustments, higher education and career planning (1).

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|--------|----------------------------------|----------|----------------|
| FHS | GUIDANCE COUNSELORS | 2 | |
| FHS | SCHOOL TO CAREER | 1 | |
| | TOTAL FHS GUIDANCE | 3 | 270,511 |
| EHMS | GUIDANCE COUNSELORS | 2 | |
| | TOTAL EHMS GUIDANCE | 2 | |
| | TOTAL GUIDANCE COUNSELORS | 5 | 464,779 |

2800 - SCHOOL COUNSELORS & PSYCHOLOGICAL SERVICES - SALARY

- *Salaries for School Counselors and School Psychologists.*
- *Early Intervention services in coordination with licensed and certified School Counselors (5) to address social emotional and behavioral issues with PreK – 12 students.*
- *School Psychologists (3) provide Psychological Services for psychological evaluation, counseling, and other services related to educational intervention and planning.*

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|----------|---|----------|----------------|
| DISTRICT | SCHOOL ADJUSTMENT COUNSELORS | 5 | |
| DISTRICT | SCHOOL PSYCHOLOGISTS | 3 | |
| | TOTAL | 8 | 723,637 |
| | GRANT OFFSET | IDEA (1) | 64,629 |
| | TOTAL GUIDANCE & ADJUSTMENT COUNSELORS | 7 | 659,008 |

3100 - FAMILY ENGAGEMENT CENTER - SALARY

- *Family Engagement Coordinator and Parent liaison.*

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|--------|---------------------------------------|----------|---------------|
| EHMS | FAMILY/STUDENT ENGAGEMENT COORDINATOR | 1 | |
| | TOTAL FAMILY ENGAGEMENT CENTER | 1 | 62,424 |

OUT-OF-DISTRICT TUITION

MassBudget identified SPED Out-of-District (9000) as grossly underfunded in the foundation budget. The foundation formula understates SPED costs by \$1 billion statewide. Further, the Foundation Budget Review Commission cites the disproportionate rise in special education costs.

The state special education reimbursement program, commonly known as the circuit breaker, was started in FY04 to provide additional state funding to districts for high-cost special education students. The threshold for eligibility is tied to four times the state average foundation budget per pupil as calculated under the Chapter 70 program. In FY'21 the Student Opportunity Act provides for 25% of out-of-district transportation costs to be a reimbursable expense at up to 75%, secondary to instructional costs.

The Fairhaven Public Schools utilizes the prior year's Circuit Breaker revenue to offset the total tuition costs for out-of-district students. Carrying forward the prior year's Circuit Breaker revenue is a "Best Practice" recommended by the Department of Elementary and Secondary Education. Many of our students are placed into collaboratives, the least restrictive environment. The district is seeing a significant increase in private and residential out-of-district placements.

| | FY19 Actual | FY20 Actual | FY21 Actual | FY22 Actual | FY23 Actual |
|--------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| Town Contribution | 1,372,944 | 1,158,728 | 1,177,789 | 1,067,477 | 1,207,809 |
| Circuit Breaker/ Offsets | 294,465 | 353,714 | 358,157 | 383,740 | 458,128 |
| Total Cost | 1,667,409 | 1,512,442 | 1,535,946 | 1,451,217 | 1,665,937 |

9000 - STUDENT SERVICES - OPERATIONAL - TUITION

| State Code | Line | Description |
|-------------------|---------------------------------|---|
| 9100 | TUITION TO MASS SCHOOLS | Tuition or transfer payments to other public school districts in Massachusetts for resident students |
| 9200 | TUITION TO OUT-OF-STATE SCHOOLS | Tuition or transfer payments to school districts in other states for resident students. |
| 9300 | TUITION TO NON-PUBLIC SCHOOLS | Tuition or transfer payments to non public schools for resident students. |
| 9400 | TUITION TO COLLABORATIVES | Payments of assessments to member collaboratives for administrative and instructional services in accordance with collaborative agreements. |

| STATE | | FY21 | FY22 | FY23 | FY24 | FY25 |
|--------------|-------------------------------|------------------|------------------|------------------|------------------|------------------|
| CODE | TUITION | ACTUAL | ACTUAL | ACTUAL | BUDGET | BUDGET |
| 9100 | TUITION TO MASS SCHOOLS | 0 | 0 | 0 | 0 | 0 |
| 9200 | TUITION TO OOS SCHOOLS | 0 | 0 | 0 | 0 | 0 |
| 9300 | TUITION TO NON-PUBLIC SCHOOLS | 113,077 | 70,506 | 415,873 | 118,188 | 657,753 |
| 9400 | TUITION TO COLLABORATIVES | 1,064,712 | 996,971 | 791,936 | 939,259 | 888,000 |
| | TOTAL TUITION | 1,177,789 | 1,067,477 | 1,207,809 | 1,057,447 | 1,545,753 |

SPECIAL EDUCATION EXPENSES

| | ACTUAL EXPENSE | FY 2023 CIRCUIT BREAKER CARRYOVER OFFSET | TOWN BUDGETED FIGURE |
|---|---------------------------|---|-------------------------------------|
| 9100 TUITION TO INSTATE DAY | | | 0 |
| 9200 TUITION TO OUT OF STATE SCHOOLS | | | 0 |
| 9300 TUITION TO NON-PUBLIC SCHOOLS | 1,345,410 | -687,657 | 657,753 |
| 9400 TOTAL TUITION TO COLLABORATIVES | 888,000 | | 888,000 |
| TOTAL | 2,233,410 | -687,657 | 1,545,753 |

TRANSPORTATION SERVICES

Special Education Transportation

Transportation of special education students is a budgetary item that has increased from \$521,047 in FY 2020 to a projected \$1,109,310 in FY 2024. Concern is particularly expressed when individual educational plans (IEP's) can dictate the number of students to a transportation vehicle. Districts are required to educate students who have been placed by the state in foster care and state ward settings. If a student has special needs, the town is responsible for that student's education, even if the student is enrolled in a day or residential school that is not in town. Districts are also responsible for the transportation for the student.

This budgetary item is clearly linked to special education out of district services. Neither the placement nor the transportation for a student attending a day collaborative program that is the least restrictive environment for that individual child will reach the threshold for eligibility for circuit breaker relief. The entire fiscal responsibility falls upon the school district.

Homeless and Foster Care Transportation

Federal law requires that schools accept any homeless students who wish to attend the public school. In addition, The McKinney-Vento legislation requires the school district to transport any homeless students living in town to the schools in their old home district. This budgetary item did not exist prior to the enactment of the law.

It should be noted that the Commonwealth of Massachusetts does reimburse cities and towns a percentage of their homeless and foster care transportation expenses. Those monies go directly to the town and do not go to the schools. The school department must budget for 100% of the expense and has not received the offset from the state for homeless and foster care transportation. The total FY2020 transportation budget was \$1,149,114. The total FY 2025 budgeted expense for transportation is \$2,092,506.

3300 - TRANSPORTATION SERVICES - OPERATIONAL

| State Code | Line | Description |
|------------|-----------------------------|---|
| 3300 | HOMELESS TRANSPORTATION | Tuition or transfer payments to other public school districts in Massachusetts for resident students |
| 3300 | SPED SUMMER TRANSPORT | Tuition or transfer payments to school districts in other states for resident students. |
| 3300 | SPED TRANSPORTATION | Tuition or transfer payments to non-public schools for resident students. |
| 3300 | PUPIL TRANSPORTATION K - 12 | Payments of assessments to member collaboratives for administrative and instructional services in accordance with collaborative agreements. |

| STATE CODE | TRANSPORTATION | FY21 ACTUAL | FY22 ACTUAL | FY23 ACTUAL | FY24 BUDGET | FY25 BUDGET |
|------------|-----------------------------|------------------|------------------|------------------|------------------|------------------|
| 3300 | HOMELESS TRANSPORTATION | 38,155 | 79,340 | 126,133 | 65,000 | 128,000 |
| | FOSTER CARE TRANSPORT | 0 | 39,604 | 0 | 25,000 | 0 |
| | SPED SUMMER TRANSPORT | 17,774 | 54,508 | 71,796 | 88,283 | 88,283 |
| | SPED TRANSPORTATION | 584,879 | 833,387 | 863,143 | 1,109,310 | 1,010,623 |
| | PUPIL TRANSPORTATION K - 12 | 595,999 | 635,553 | 652,353 | 847,350 | 865,600 |
| | | 1,236,807 | 1,642,392 | 1,713,425 | 2,134,943 | 2,092,506 |

3200 - MEDICAL HEALTH SERVICES - SCHOOL NURSE - SALARY

- *Salaries for School Nurses*

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|----------|----------------------------|----------|----------------|
| EAST | SCHOOL NURSE | 1 | |
| WOOD | SCHOOL NURSE | 1 | |
| EHMS | SCHOOL NURSE | 1 | |
| FHS | SCHOOL NURSE | 1 | |
| DISTRICT | SUBSTITUTE SCHOOL NURSE | HOURLY | |
| | TOTAL SCHOOL NURSES | 4 | 324,993 |

3200 - MEDICAL HEALTH SERVICES - OPERATIONAL

| State Code | Line | Description |
|------------|-------------------------|--|
| 3200 | MEDICAL HEALTH SERVICES | Expenses for providers of medical services |

| STATE | | FY21 | FY22 | FY23 | FY24 | FY25 |
|-------|-------------------------|--------|--------|--------|--------|--------|
| CODE | HEALTH SERVICES | ACTUAL | ACTUAL | ACTUAL | BUDGET | BUDGET |
| 3200 | MEDICAL HEALTH SERVICES | 3,280 | 11,082 | 18,195 | 9,441 | 9,866 |

3400 - FOOD SERVICES

| State Code | Line | Description |
|------------|---------------|---|
| 3400 | FOOD SERVICES | Expenses for providers of food services |

| STATE | | FY21 | FY22 | FY23 | FY24 | FY25 |
|-------|---------------|---------|--------|--------|--------|--------|
| CODE | | ACTUAL | ACTUAL | ACTUAL | BUDGET | BUDGET |
| 3400 | FOOD SERVICES | 165,487 | 42,952 | 0 | 1,200 | 1,200 |

Fairhaven Public Schools-District

Contact Information:

Superintendent: Tara Kohler

Assistant Superintendent: Mark Balestracci

Director of Student Services: Tanya Dawson

Business Manager: Nicole V. Potter

Secretary: Sheri Souza

Address: 128 Washington St
Fairhaven, MA 02719

Phone: (508) 979-4000



Overview:

The Fairhaven Public School endeavors to provide a high-quality, well-rounded, and comprehensive educational experience for all students and families. FPS maintains a focus on high achievement while meeting the needs of each student academically and socially and emotionally. The Fairhaven Public Schools strives to provide all graduates with the skills necessary to contribute to a global society.

Recent Accomplishments:

- Implementing Universal Design for Learning (UDL) as one of our instructional foundations
- Focus on Social and Emotional Learning (SEL) district-wide
- Provided 20 weeks of after school enrichment programming with free transportation
- Provided K-Boost Summer Academy for incoming grade K, 1, and 2 students
- Implemented the DESSA (Devereaux Students Strengths Assessment) Universal Screener Tool (all levels)
- Partnered with MASSHIRE Workforce Board of Greater New Bedford, South Coast Federal Credit Union and Massachusetts Maritime Academy for Innovation Pathway Grant in the sector of Business
- Partnered with Greater New Bedford Regional Vocational Technical High School on a new Storage Facility project at Alumni Stadium at FHS
- Partnered with town and community members for three-year Strategic Planning Process (Planning for Success)
- Provide a full-time Family Resource Center to support all families to ensure access to all academic and co-curricular activities as well as any other additional needs
- Continued efforts to finalize and implement our FPS Profile of a Learner
- Completed several facilities projects including a new roof in the 7th and 8th grades wings at EHMS

ATHLETICS



| | |
|-----------------------------|-------|
| GRADES SERVED | 7-12 |
| % of Students Participating | 54.7% |
| # of Athletes | 378 |
| # of EHMS Athletes | 29 |



2110 CURRICULUM DIRECTORS SUPERVISORY - SALARY

- *Salaries for Department Heads at the district level. The Fairhaven Public Schools provides stipends for directors that serve the district in the capacity of K – 12 Music Director and Athletic Director.*

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|----------|----------------|---------|--------|
| DISTRICT | STIPENDS | STIPEND | 53,796 |

3510 - ATHLETICS - SALARY

- *Salaries and stipends for coaches, trainers, and assistants in intramural and interscholastic sports. Athletic Professional Salaries are for the following Athletic Programs.*

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|--------|----------------|--------|---------|
| FHS | ATHLETICS | SALARY | 188,104 |

3520 - STUDENT ACTIVITIES - SALARY

- *Salaries for Salaries and stipends for musical directors, drama coaches, and other extracurricular personnel including the salaries or prorated share of salaries for clerical and support staff. EHMS Athletics*

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|----------|----------------|--------|--------|
| DISTRICT | STIPENDS | SALARY | 80,002 |

Unified Athletics:

The Fairhaven Public Schools is proud to offer Unified Athletics for all students within the district. Unified teams compete locally against neighboring schools as well as within the district. Current teams offered include basketball and track and field. Fairhaven High School was recently named one of just 12 schools in Massachusetts and just 167 nationwide to receive the prestigious designation of being named a National Unified Champion School by the Massachusetts Special Olympics. Each team is supervised by a highly qualified coach and students from our schools to support our athletes.

Elizabeth Hastings Middle School Athletics:

After a pilot program in FY23, the Middle School Athletics was not funded in FY24. The Fairhaven Public Schools would like to be able to offer a full slate of middle school-level athletics at no cost to families. Athletics offerings include boys and girls soccer, boys and girls basketball, boys and girls cross country, flag football, and volleyball. Each athletic offering would be supervised by a highly-qualified coach(es) as well as student volunteers from our high school athletic programs. Student-athletes would compete against local middle school programs from New Bedford and Acushnet.

3510 - ATHLETICS - OPERATIONAL

| State Code | Line | Description |
|------------|-----------|---|
| 3510 | ATHLETICS | Contracted services; transportation services for students to and from athletic events; athletic rental services; uniforms, athletic supplies and materials; dues and subscription; and travel expenses for staff. |

| STATE | | FY21 | FY22 | FY23 | FY24 | FY25 |
|-------|-----------|---------|---------|---------|---------|---------|
| CODE | | ACTUAL | ACTUAL | ACTUAL | BUDGET | BUDGET |
| 3510 | ATHLETICS | 172,642 | 220,415 | 213,693 | 250,084 | 309,626 |

5260 - NON-EMPLOYEE INSURANCE - OPERATIONAL

| State Code | Line | Description |
|------------|---------------------|--|
| 5260 | ATHLETICS INSURANCE | Insurance premiums for property, fire, liability, fidelity bonds |

| STATE | | FY21 | FY22 | FY23 | FY24 | FY25 |
|-------|--------------------|--------|--------|--------|--------|--------|
| CODE | | ACTUAL | ACTUAL | ACTUAL | ACTUAL | BUDGET |
| 5260 | ATHLETIC INSURANCE | 3,390 | 3,390 | 3,390 | 3,390 | 3,390 |

3520 - STUDENT ACTIVITIES - OPERATIONAL

| State Code | Line | Description |
|------------|--------------------|---|
| 3520 | STUDENT ACTIVITIES | Printing; dues and subscriptions; supplies and materials; travel expenses for staff; and dues and subscriptions |

| STATE | | FY21 | FY22 | FY23 | FY24 | FY25 |
|-------|--------------------|--------|--------|--------|--------|--------|
| CODE | | ACTUAL | ACTUAL | ACTUAL | BUDGET | BUDGET |
| 3520 | STUDENT ACTIVITIES | 440 | 13,479 | 12,715 | 53,810 | 74,065 |

3600 SCHOOL SECURITY - SALARY

- *Salaries for school police, monitors and security personnel.*

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|----------|---|----------|---------------|
| FHS | SCHOOL SECURITY | 1 | |
| DISTRICT | CAFETERIA MONITORS | 4 | |
| DISTRICT | BREAKFAST/BUS DUTY | 4 | |
| DISTRICT | CROSSING GUARDS | HOURLY | |
| | TOTAL SCHOOL SECURITY TOWN BUDGETED AMOUNT | 9 | 99,895 |

3600 - SCHOOL SECURITY - OPERATIONAL

| STATE | | FY21 | FY22 | FY23 | FY24 | FY25 |
|-------|-----------------|--------|---------|--------|--------|--------|
| CODE | | ACTUAL | ACTUAL | ACTUAL | BUDGET | BUDGET |
| 3600 | SCHOOL SECURITY | 209 | 115,354 | 3,291 | 2,000 | 35,000 |

DISTRICT FACILITY OPERATIONS

Operational systems enhance practices and procedures for the effective supervision and support of custodial, clerical, and other staff effectively so that the buildings are clean, attractive, welcoming, and safe. Our system of Facilities and Maintenance ensures that facilities are clean, safe, well-lit, well-maintained, and conducive to promoting student learning and achievement. Our Fiscal system strives to sustain community support and resources that are needed to implement the educational program and maintain class size goals to obtain an optimum learning environment.

4110 - CUSTODIAL SERVICES - SALARY

- *Salaries for custodial staff*

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|----------|---------------------------------|-----------|----------------|
| DISTRICT | CUSTODIAL STAFF | 2 | |
| FHS | CUSTODIAL STAFF | 3 | |
| EHMS | CUSTODIAL STAFF | 2 | |
| EAST | CUSTODIAL STAFF | 3 | |
| WOOD | CUSTODIAL STAFF | 3 | |
| | TOTAL TOWN BUDGET AMOUNT | 13 | 645,404 |

4220 - MAINTENANCE OF BUILDINGS - SALARY

- *Salaries for maintenance staff*

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|----------|--------------------------|----------|----------------|
| DISTRICT | FACILITY DIRECTOR | 1 | |
| DISTRICT | MAINTENANCE STAFF | 3 | |
| | TOTAL MAINTENANCE | 4 | 244,821 |

4400 - TECHNOLOGY - SALARY

- *Salaries for technology staff*

| SCHOOL | STAFF CATEGORY | FTE | SALARY |
|----------|--------------------------------|----------|---------------|
| DISTRICT | STUDENT ENGAGEMENT COORDINATOR | 1 | |
| | TOTAL TECHNOLOGY | 1 | 78,630 |

4000 - CUSTODIAL SERVICES - OPERATIONAL

| State Code | Line | Description |
|------------|-----------------------------------|--|
| 4110 | CUSTODIAL SERVICES | Expenditures for custodial services including supplies and materials and travel |
| 4210 | HEATING OF BUILDINGS | Cost of fuel oil and gas |
| 4130 | UTILITY SERVICES | Cost of electricity services, telephone services and non-heating fuels |
| 4210 | MAINTENANCE OF GROUNDS | Expenditures for maintenance of grounds including the cost Contracted services, supplies and materials, travel expenses and dues and subscriptions for staff |
| 4220 | MAINTENANCE OF BUILDINGS | Expenditures for Maintenance of Buildings including expenses of maintenance personnel, engineers, licensed tradespeople, painters, etc |
| 4230 | MAINTENANCE OF EQUIPMENT | Expenditures for Maintenance of Equipment including repair, supplies, materials and tools, equipment parts and replacement of equipment and furnishings. |
| 4400 | NETWORKING AND TELECOMMUNICATIONS | Expenditures for Networking and Telecommunication to support the school district's infrastructure. |

| STATE CODE | MAINTENANCE | FY21 ACTUAL | FY22 ACTUAL | FY23 ACTUAL | FY24 BUDGET | FY25 BUDGET |
|------------|---------------------------------|------------------|------------------|------------------|----------------|----------------|
| 4110 | CUSTODIAL SERVICES | 1,715 | 1,600 | 1,726 | 1,500 | 1,500 |
| 4120 | HEATING OF BUILDINGS | 219,933 | 218,094 | 247,399 | 228,000 | 240,000 |
| 4130 | UTILITY SERVICES | 357,100 | 354,147 | 266,360 | 397,750 | 402,260 |
| | | 577,033 | 572,241 | 513,759 | 625,750 | 642,260 |
| 4210 | MAINTENANCE OF GROUNDS | 151,588 | 91,100 | 0 | 10,000 | 10,000 |
| 4220 | MAINTENANCE OF BUILDINGS | 486,063 | 790,841 | 972,224 | 288,325 | 299,225 |
| 4230 | MAINTENANCE OF EQUIPMENT | 9,738 | 13,170 | 19,062 | 12,700 | 12,700 |
| | | 647,389 | 895,111 | 991,286 | 311,025 | 321,925 |
| 4440 | NETWORKING & TELECOMMUNICATIONS | 2,171 | 12,648 | 1,840 | 2,500 | 2,500 |
| | TOTAL MAINTENANCE | 1,228,308 | 1,481,600 | 1,508,611 | 940,775 | 968,185 |

| STATE CODE | | FY21 ACTUAL | FY22 ACTUAL | FY23 ACTUAL | FY24 BUDGET | FY25 BUDGET |
|------------|-------------------|----------------|----------------|----------------|----------------|----------------|
| 4225 | BUILDING SECURITY | 21,765 | 2,280 | 3,657 | 29,582 | 30,882 |



FAIRHAVEN PUBLIC SCHOOLS
Integrity • Ambition • Perseverance

Special Revenue Grant Funds

- *Grant Funds* are awarded in one of five methods: entitlement, allocation, continuation, other non- competitive and competitive processes and must be used for their stated purpose. There are three mainsources of grant funds: Federal, State and Private. Examples of these funds include:
 - Federal: Title I, Title IIA, Title III, Title IV
 - State: Comprehensive Health Grant
 - Private: FHS Alumni Association
- *Revolving Funds* allow the district to raise revenues from a specific service and use those revenues, without further appropriation, to support the service. There are several revolving funds including, butnot limited to:
 - Food Services (sales and costs associated with providing healthy, nutritious meals to students);
 - Athletics (athletic fees and gate receipts used to offset the cost of the athletic program); Music (ticket sales used to offset the cost of the performances);
 - Facility Rental (revenue and expenses related to the rental of school buildings); Tripp School Lease (revenue and expenses related to the rental of Tripp School)
 - Pre-School (typically developing student tuition fees used to offset their program costs)

**IDEA Federal Special Education Grant: Quick Reference Guide –
Fund Code 240**

Supporting Students with Disabilities



MASSACHUSETTS
Department of Elementary
and Secondary Education

Priorities of IDEA:

1. Ensure that all children with disabilities have available to them a free and appropriate public education that emphasizes special education and related services designed to meet their unique needs and prepare them for further education, employment, and independent living;
2. Ensure that the rights of children with disabilities and their parents are protected;
3. Assist States, localities, education service agencies, and Federal agencies to provide for the education of all children with disabilities; and
4. Assess and ensure the effectiveness of efforts to educate children with disabilities.

| Category | Examples of Allowable Costs | Examples of Unallowable Costs |
|--------------------------------------|---|--|
| 1. Administrator Salaries | <ul style="list-style-type: none"> • Special education administrator; if the district administrator is a part-time special education administrator and a part-time other district administrator, then the appropriate percentage of the individual's time can be charged to the grant | <ul style="list-style-type: none"> • Superintendent salary • Principal/Assistant Principal salary |
| 2. Instructional/ Professional Staff | <ul style="list-style-type: none"> • Salaries of special education teachers proportionate to their special education responsibilities • Salaries of staff to provide extended school year services as documented in the student's Individual Education Plan (IEP) • IEP team coordinator • Nurse (service must be in the IEP) | <ul style="list-style-type: none"> • Entire salary unless the staff's entire responsibility is related to special education • Routine nurse's and guidance counselor's services • Summer school staff salary |
| 3. Support Staff Salaries | <ul style="list-style-type: none"> • Secretary/bookkeeper for IDEA related work – only the portion of salary dedicated to special education support • Paraprofessionals who work directly with students on IEPs and who work under a licensed special education teacher | <ul style="list-style-type: none"> • Entire salary unless the staff's entire responsibility is related to special education |
| 4. Stipends | <ul style="list-style-type: none"> • Work or time related to special education over and above individual's regular responsibilities • Curriculum development targeting children with disabilities is allowed for both special education and general education staff • Targeted professional development related to special education | <ul style="list-style-type: none"> • Curriculum development for general education • Work or time that is already part of an individual's regular responsibilities • Professional development that does not target special education or the needs of children with disabilities |
| 5. Fringe Benefits | <ul style="list-style-type: none"> • MTRS • Other fringe benefits such as health insurance | <ul style="list-style-type: none"> • For any salary unless the staff's entire responsibility is related to special education |
| 6. Contractual Services | <ul style="list-style-type: none"> • Substitute teachers filling in for special education teachers or for general education teachers performing duties targeting children with disabilities • High Quality Professional Development targeting children with disabilities for both special education and general education staff • Direct or indirect services for eligible parentally-placed private school or home schooled students based on proportionate share calculation • Foreign language and Sign language interpreters for parents for IEP meetings • External vendors/related service providers | <ul style="list-style-type: none"> • Substitute teachers for general education teachers not performing duties targeting children with disabilities • Any services related to due process hearings • Costs related to Medicaid • CPI (crisis prevention) training for non-special education staff • Foreign language and Sign language interpreters for students |
| 7. Supplies and Materials | <ul style="list-style-type: none"> • Items costing less than \$5,000 per unit or having a useful life of less than one year. • Software and instructional technology • Curriculum materials | <ul style="list-style-type: none"> • Items not solely related to the unique needs of an individual student or special education related costs including software, instructional technology, and curriculum materials |

| Category | Examples of Allowable Costs | Examples of Unallowable Costs |
|---|--|---|
| 8. Travel (Conference & Course Registration) | <ul style="list-style-type: none"> Transporting children to and from school; children who are attending nonpublic schools who are required to leave the nonpublic school site to receive special education and related services; Parents to attend educational planning meetings held outside the resident district; or to visit their child who is assigned to a residential program outside the district as agreed upon through the IEP process Staff travel from work to another school site to support a student with an IEP | <ul style="list-style-type: none"> Travel for staff from their home to work Conference, course, or professional development related travel that does not target special education |
| 9. Other Costs | <ul style="list-style-type: none"> Child Find Activities for identification of children with disabilities Advertising for recruitment of personnel and other specific purposes necessary to meet the requirements of the IDEA grant Communication devices for staff allowed only for special education activities (must be inventoried and discretely labeled as an IDEA purchase) Specialized desks, tables, and chairs for children with disabilities as indicated by their IEP (must be inventoried and discretely labeled as an IDEA purchase) | <ul style="list-style-type: none"> May not be used for preschool Child Find Activities Advertising should not be used to promote an agency If a device is used for non-special education activities, documentation is required of the extent to which it is used for special education |
| 10. Indirect Costs | <ul style="list-style-type: none"> District <u>indirect cost rates</u> Contracts over \$25,000 for professional services normally provided in-house, such as a speech pathologist or nurse | <ul style="list-style-type: none"> Contracts over \$25,000 are not recoverable using indirect costs. |
| 11. Equipment | <ul style="list-style-type: none"> Items costing more than \$5,000 per unit and having a useful life of more than a year. Must be itemized with a brief statement of the need for the item. Assistive Technology (equipment must be inventoried and discretely labeled as an IDEA purchase) Specialized classroom furniture/equipment for children with disabilities Adaptive playground equipment PT/OT Equipment | <ul style="list-style-type: none"> Routine classroom furniture Eye glasses or cochlear implant Bus/van purchase, lease, or rental, if not solely dedicated to special education related costs. Any capital equipment not pre-approved by DESE Non-special education security devices |

Private Schools

Districts must conduct timely and meaningful consultation for parentally placed private school and home-schooled students with disabilities who attend school within your district's geographic boundaries, regardless of where the students live.

Timely and meaningful consultation must include representatives of the public school district, the private school, and parents of parentally placed private and home-schooled children with disabilities. For more information, see Special Education Administrative Advisory SPED 2018-1.

Amendments

- Required when there is any significant change in program objectives; any increase or decrease in the total amount of the grant; an increase in a line of the budget that exceeds \$100 or 10% of the line (whichever is greater) or exceeds \$10,000.

Grants administered via EdGrants:

- Request and submit an amendment between the 1st and the 15th of the month as to not collide with the payment request windows. To request an amendment, email your district liaison. Please only request an amendment when you are ready to submit the amendment in EdGrants.

Grants administered via GEM\$:

- For all FY24 and beyond FC 0180 grants approved or administered through the new Grants for Education Management System (GEM\$), the amendments must be processed in GEM\$.

Updated May 2023

The contents of this document do not have the force and effect of law and are not meant to bind the public in any way; they are intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

**IDEA Federal Early Childhood Special Education Grant:
Quick Reference Guide – Fund Code 262**

Supporting Children aged 3-5 with Disabilities



Priorities of IDEA:

1. Serve eligible children, aged 3-5 years old with disabilities, through the provision of special education and related services deemed essential for the child's success in developmentally appropriate activities;
2. Ensure services and supports are available for eligible children with disabilities, aged 3 to 5 years old, that are developmentally appropriate and specifically designed for 3 to 5 year olds;
3. Provide special education services and supports in accordance with IDEA 2004 and MA Special Education laws and regulations;
4. Ensure that young children have available to them a free and appropriate public education (FAPE) that emphasizes special education and related services designed to meet their unique needs and prepare them for further education;
5. Support young children with disabilities, aged 3 to 5, in inclusive and natural environments;
6. Ensure that the rights of children with disabilities and their parents are protected;
7. Assist localities and education service agencies to provide for the education of all children with disabilities;
8. Assess and ensure the effectiveness of efforts to educate children with disabilities.

| Category | Examples of Allowable Costs | Examples of Unallowable Costs |
|-------------------------------------|---|---|
| 1. Administrator Salaries | <ul style="list-style-type: none"> • Special education or Early Childhood Special Education (ECSE) administrator; if the district administrator is a part-time special education or ECSE administrator and a part-time other district administrator, then the appropriate percentage of the individual's time can be charged to the grant | <ul style="list-style-type: none"> • Program administrator/grant manager • Superintendent salary • Principal/Assistant Principal salary |
| 2. Instructional/Professional Staff | <ul style="list-style-type: none"> • Salaries of special education teachers proportionate to their special education responsibilities • Salaries of staff to provide extended school year services as documented in the child's Individual Education Plan (IEP) • IEP team coordinator • Nurse (service must be in the IEP) | <ul style="list-style-type: none"> • Entire salary unless the staff's entire responsibility is related to special education • Routine nurse's and guidance counselor's service • Summer school staff salary |
| 3. Support Staff Salaries | <ul style="list-style-type: none"> • Secretary/bookkeeper for IDEA related work: only the portion of salary dedicated to special education support • Paraprofessionals work directly with children on IEPs and who work under a licensed special education teacher | <ul style="list-style-type: none"> • Entire salary unless the staff's entire responsibility is related to special education |
| 4. Stipends | <ul style="list-style-type: none"> • Work or time related to special education over and above individual's regular responsibilities • Curriculum development targeting children with disabilities is allowed for both special education and general education staff • College credit for special education instructional staff (with DESE approval) • Targeted professional development related to special education | <ul style="list-style-type: none"> • Curriculum development for general education • Work or time that is already part of an individual's regular responsibilities • Professional development that does not target special education or the needs of children with disabilities |
| 5. Fringe Benefits | <ul style="list-style-type: none"> • MTRS • Other fringe benefits such as health insurance | <ul style="list-style-type: none"> • For any salary unless the staff's entire responsibility is related to special education |
| 6. Contractual Services | <ul style="list-style-type: none"> • Substitute teachers filling in for special education teachers or for general education teachers performing duties targeting children with disabilities • High Quality Professional Development targeting children with disabilities for both special education and general education staff • Tuition for preschool programming, including child care centers, only for time necessary to provide Free Appropriate Public Education (FAPE); see the USED Dear Colleague Letter • Foreign language and Sign language interpreters for parents for IEP meetings • External vendors/related service providers | <ul style="list-style-type: none"> • Substitute teachers for general education teachers not performing duties targeting children with disabilities • CPI (crisis prevention) training for non-special education staff • Foreign language and Sign language interpreters for children |

| Category | Examples of Allowable Costs | Examples of Unallowable Costs |
|--|---|---|
| 7. Supplies and Materials | <ul style="list-style-type: none"> • Items costing less than \$5,000 per unit or having a useful life of less than one year. • Software and instructional technology • Books, supplies, and materials specifically for program improvement for children with IEPs, aged 3-5. | <ul style="list-style-type: none"> • Items not solely related to the unique needs of an individual student or special education related costs including software, instructional technology, and curriculum materials |
| 8. Travel (Conference & Course Registration) | <ul style="list-style-type: none"> • Transporting children to and from school; children who are attending nonpublic schools, including child care settings, who are required to leave the nonpublic school site to receive special education and related services; • Parents to attend educational planning meetings held outside the resident district; or to visit their child who is assigned to a residential program outside the district as agreed upon through the IEP process • Staff travel from work to another school site, including child care settings, to support a child with an IEP | <ul style="list-style-type: none"> • Travel for staff from their home to work • Conference, course, or professional development related travel that does not target special education |
| 9. Other Costs | <ul style="list-style-type: none"> • Advertising for recruitment of personnel and other specific purposes necessary to meet the requirements of the IDEA grant • Communication devices for staff allowed only for special education activities (must be inventoried and discretely labeled as an IDEA purchase) | <ul style="list-style-type: none"> • May not be used for preschool Child Find activities • Advertising should not be used to promote an agency • If a device is used for non-special education activities, documentation is required of the extent to which it is used for special education |
| 10. Indirect Costs | <ul style="list-style-type: none"> • District <u>indirect cost rates</u> • Contracts exceeding \$25,000 for professional services such as speech pathologist or nurse | <ul style="list-style-type: none"> • Indirect rate greater than the percentage assigned to district • Contracts exceeding \$25,000 |
| 11. Equipment | <ul style="list-style-type: none"> • Items costing more than \$5,000 per unit and having a useful life of more than a year. Must be itemized with a brief statement of the need for the item • Assistive Technology (equipment must be inventoried and discretely labeled as an IDEA purchase) • Specialized classroom furniture/equipment for children with disabilities • Adaptive playground equipment • PT/OT Equipment | <ul style="list-style-type: none"> • Routine classroom furniture • Bus/van purchase, lease, or rental, if not solely dedicated to special education related costs. • Any capital equipment not pre-approved by DESE |

Private Schools

Districts must conduct timely and meaningful consultation for parentally placed private school and home-schooled students with disabilities who attend school within your district's geographic boundaries, regardless of where the students live.

Timely and meaningful consultation must include representatives of the public school district, the private school, and parents of parentally placed private and home-schooled children with disabilities. For more information, see Special Education Administrative Advisory SPED 2018-1.

Amendments

- Required when there is any significant change in program objectives; any increase or decrease in the total amount of the grant; an increase in a line of the budget that exceeds \$100 or 10% of the line (whichever is greater) or exceeds \$10,000.

Grants administered via EdGrants:

- Request and submit an amendment between the 1st and the 15th of the month as to not collide with the payment request windows. To request an amendment, email your district liaison. Please only request an amendment when you are ready to submit the amendment in EdGrants.

Grants administered via GEM\$:

- For all FY24 and beyond FC 0180 grants approved or administered through the new Grants for Education Management System (GEM\$), the amendments must be processed in GEM\$.

Updated May 2023

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Title I, Part A: Quick Reference Guide – Fund Code 305
Improving Basic Programs Operated by Local School Districts



Priorities of Title I:

1. Strengthen the core program in schools and provide academic and/or academically-related support services to low-achieving students at the preschool, elementary, middle, and high school levels;
2. Provide evidence-based programs that enable participating students to achieve the learning standards of the state curriculum frameworks;
3. Elevate the quality of instruction by providing eligible staff with substantial opportunities for professional development; and
4. Involve parents/guardians of participating public and private school children as active partners in their children's education at school through open, meaningful communication, training, and, as appropriate, inclusion in decision-making processes.
5. Support key district and school improvement initiatives in coordination with other federal grant funds and state and local resources so initiatives and their impact are sustained beyond the life of individual sources of funding.

Types of Title I Programs:

Title I Targeted Assistance Program (TA) – Funds may be spent on allowable Title I activities for participating, targeted Title I students, their teachers, and families only in targeted assistance schools.

Title I Schoolwide Program (SW) – Funds may be spent on allowable Title I activities for any students, teachers, and families of students enrolled in the school.

| Categories | Allowable Costs* | Unallowable Costs |
|-------------------------------------|--|---|
| 1. Administrator Salaries | <ul style="list-style-type: none"> • Program Administrator/Grant Manager/Professional Development Coordinator – only the portion of the salary dedicated to Title I, Part A support • McKinney-Vento Homeless Liaison | <ul style="list-style-type: none"> • Entire salary unless the manager's entire responsibility is Title I, Part A • Administration costs should not exceed 10% of allocation without approved justification. |
| 2. Instructional/Professional Staff | <ul style="list-style-type: none"> • Title I Teacher salaries • Academic/Instructional coaches • Counselors/behavior support positions • Family and Community Engagement Coordinator • Differential and incentive pay for educators in high-need academic subject areas and specialty areas | <ul style="list-style-type: none"> • Entire salary unless the individual's entire responsibility is Title I, Part A • Time and work in non-Title I schools or with non-Title I students |
| 3. Support Staff Salaries | <ul style="list-style-type: none"> • Title I instructional paraprofessionals • Family and Community Engagement Liaisons • Bookkeeper for Title I, Part A grant work – only the portion of salary dedicated to Title I, Part A support | <ul style="list-style-type: none"> • Entire salary unless the individual's entire responsibility is Title I, Part A • Time and work in non-Title I schools or with non-Title I students |
| 4. Stipends | <ul style="list-style-type: none"> • Title I, Part A program administration • Extended day/week/year instruction • Professional development • Data analysis and improvement planning activities • Parent and community engagement activities and their costs (including janitorial services) | <ul style="list-style-type: none"> • Stipends for time and/or activities that are already compensated as part of regular contractual duties |
| 5. Fringe Benefits | <ul style="list-style-type: none"> • MTRS (9% of salaries budgeted for staff who pay into MTRS) • Local retirement systems • Other fringe benefits such as health insurance | <ul style="list-style-type: none"> • Volunteer contribution accounts such as 401k and 403b |
| 6. Contractual Services | <ul style="list-style-type: none"> • Contracted instructors that meet state certification requirements (including for equitable services in participating private schools) • Professional development providers • Consultants to upgrade curriculum, instruction, and student supports (instructional and behavioral) • Third-party providers of Title I supports and initiatives (including software licenses) • Dual or concurrent enrollment programs • Substitutes for teachers attending Title I, Part A funded professional development opportunities • Presenters for family engagement offerings • Grant administration activities (including translation) | <ul style="list-style-type: none"> • Substitutes for teachers not attending Title I, Part A funded PD • Training in the use of a dangerous weapon |

| Categories | Allowable Costs* | Unallowable Costs |
|--|--|---|
| 7. Supplies and Materials | <ul style="list-style-type: none"> Supplies and materials needed to carry out Title I activities Academic assessments to gauge impact of Title I initiatives Computers and software for use by Title I students Materials and refreshments for Title I parent engagement activities/meetings Supplies for students experiencing homelessness Office supplies for administration of the grant | <ul style="list-style-type: none"> Supplies and materials for non-Title I schools and students (including screening assessments for students who are not yet Title I participants) Alcohol, gifts, awards, fundraising costs, gift cards, dangerous weapons Supplies costs should not exceed 10% of allocation without approved justification. |
| 8. Travel (Conference & Course Registration) | <ul style="list-style-type: none"> Professional development registration and travel costs for administrators and staff engaged in Title I activities Course reimbursement to advance Title I initiatives Travel associated with provision of Title I services | <ul style="list-style-type: none"> Food and beverage reimbursement Out of state travel not approved by ESE Credit courses not specific to Title I Travel costs should not exceed 10% of allocation without approved justification. |
| 9. Other Costs | <ul style="list-style-type: none"> Memberships/subscriptions Transportation to allow for student access to Title I-related initiatives if not available otherwise Transportation costs to maintain educational stability for students in foster care Costs to improve the recruitment, support, and retention of culturally competent and responsive educators, especially educators from underrepresented minority groups, to meet the needs of diverse student populations Printing/copying for Title I-related activities Space rental for Title I-related activities | |
| 10. Indirect Costs | <ul style="list-style-type: none"> District <u>indirect cost rates</u> | <ul style="list-style-type: none"> Indirect rate greater than the percentage assigned to district |
| 11. Equipment | <ul style="list-style-type: none"> Equipment costing more than \$5,000 per unit and having a useful life of more than a year. All equipment must be used for Title I programs. Must be itemized with a brief statement of the need for the item. | |

* Please note: This is not an exhaustive list. Contact our office for more specific, situational and fiscal guidance as needed.

Supplement not Supplant in Title I under ESSA

- Title I funds should add to (supplement) and not replace (supplant) state and local funds. Prior to reauthorization of ESEA under ESSA, supplement not supplant was typically tested by analyzing an individual Title I cost's compliance with "three presumptions of supplanting." *Under ESSA, compliance with SNS will no longer be tested through individual Title I costs, so these three presumptions no longer apply.*
- Under ESSA, districts must demonstrate that the methodology they use to allocate state and local funds to schools provides each Title I school with all of the state and local money it would receive if it did not participate in the Title I program. This should expand Title I's spending options. Title I costs must still be allowable and must still support eligible students among other requirements.

Private Schools

- Must have meaningful and timely consultation in the spring.
- Title I funds can only be used for supplemental academic and/or academically-related support services to eligible students, their teachers and families.
- District must maintain control of funds and may not pay or reimburse private schools directly.

Amendments

- Required when there is any significant change in program objectives; any increase or decrease in the total amount of the grant; an increase in a line of the budget that exceeds \$100 or 10% of the line (whichever is greater) or exceeds \$10,000.
- For ongoing FY23 grants administered via EdGrants, request and submit an amendment between the 1st and the 15th of the month as to not collide with the payment request windows. To request an amendment, email your district liaison.
- Amendments for grants administered through the new Grants for Education Management System (GEMS), i.e., FY24 FC 305, should be processed in GEMS.

Updated May 2023

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Title II, Part A: Quick Reference Guide – Fund Code 140
Building Systems of Support for Excellent Teaching and Leading



Priorities of Title IIA:

1. Increase student achievement consistent with challenging state academic standards;
2. Improve the quality and effectiveness of teachers, principals, and other school leaders;
3. Increase the number of teachers, principals, and other school leaders who are effective in improving student academic achievement in schools; and
4. Provide low-income and minority students equitable access to effective teachers, principals, and other school leaders.
5. Support key district and school improvement initiatives in coordination with other federal grant funds and state and local resources so initiatives and their impact are sustained beyond the life of individual sources of funding.

| Categories | Allowable Costs | Unallowable Costs |
|--------------------------------------|---|--|
| 1. Administrator Salaries | <ul style="list-style-type: none"> • Program Administrator/Grant Manager/Professional Development Coordinator – only the portion of the salary dedicated to Title II, Part A administration • District Mentoring/Induction Administrator | <ul style="list-style-type: none"> • Entire salary unless the manager's entire responsibility is Title II, Part A |
| 2. Instructional/ Professional Staff | <ul style="list-style-type: none"> • Academic/Instructional Coaches for any subject • Teacher salary to reduce class-sizes: needs to be justified <u>based on evidence</u> • Incentivize and reward excellent educators serving in the district's highest-need schools* • Differential and incentive pay for educators in high-need academic subject areas and specialty areas* | |
| 3. Support Staff Salaries | <ul style="list-style-type: none"> • Secretary/Bookkeeper for Title II, Part A grant work – only the portion of salary dedicated to Title II, Part A support | <ul style="list-style-type: none"> • Entire salary unless the individual's entire responsibility is Title II, Part A |
| 4. Stipends | <ul style="list-style-type: none"> • Stipends for mentors or individuals serving as supervising practitioners to student teachers • Stipends to provide professional development, training, resources to teach/train on how to design, develop, align, map, or revise curriculum or assessments • Stipends for teacher-led High Quality Professional Development (HQPDP) to close achievement gaps • Leading trainings to improve content knowledge, teaching strategies, and addressing issues related to school conditions for student learning • Development and support for district-based preparation programs for teachers, paraprofessionals and school leaders | <ul style="list-style-type: none"> • Stipends for tutors • Salaries for paraprofessionals • Stipends to develop, align, map, or revise curriculum, or assessments |
| 5. Fringe Benefits | <ul style="list-style-type: none"> • MTRS • Other fringe benefits such as health insurance | |
| 6. Contractual Services | <ul style="list-style-type: none"> • Consultants for HQPD to improve content knowledge and/or classroom practice for any subject • Consultants to provide training to enable educators to involve parents in their children's education • Consultants to improve classroom management • Substitutes for teachers attending TIIA funded HQPD or for class size reduction (CSR) • HQPD on social and emotional learning, school climate, inclusive practice, behavioral health, and other issues related to school conditions for student learning • Consultants for private school equitable participation | <ul style="list-style-type: none"> • Substitutes for teachers not attending TIIA funded PD or not CSR teacher • Contractual services not approved by DESE in budget • Training in the use of a dangerous weapon |

| Categories | Allowable Costs | Unallowable Costs |
|--|--|---|
| 7. Supplies and Materials | <ul style="list-style-type: none"> Supplies to be used <i>strictly</i> for HQPD such as books, software, instructional technology HQPD Meeting supplies such as chart paper, pens, binders, easels | <ul style="list-style-type: none"> Supplies to be used in the classroom or by students Anything not directly connected to educators' HQPD Books, software, instructional technology for private schools Evaluation system-related data systems to manage linking student-teacher data |
| 8. Travel (Conference & Course Registration) | <ul style="list-style-type: none"> Conference registration for HQPD Course reimbursement for HQPD Private school allocation for HQPD Expenses for transportation, per diem, and lodging if the costs are reasonable and necessary Support for National Board Certification Career advancement opportunities for current staff members, such as paraprofessionals | <ul style="list-style-type: none"> Meals unless included in registration fee for conference Meals for school/district HQPD meetings Out-of-state travel not approved by DESE |
| 9. Other Costs | <ul style="list-style-type: none"> Memberships/subscriptions for HQPD Costs to improve the recruitment, placement, support, and retention of culturally competent and responsive educators, especially educators from underrepresented minority groups, to meet the needs of diverse student populations Printing/copying for HQPD Space rental for HQPD | |
| 10. Indirect Costs | <ul style="list-style-type: none"> District <u>indirect cost rates</u> | <ul style="list-style-type: none"> Indirect rate greater than the percentage assigned to district |
| 11. Equipment | | <ul style="list-style-type: none"> Equipment |

**Must be linked to measurable increases in student academic achievement produced by the efforts of that teacher or school leader.*

High Quality Professional Development activities are sustained (not stand-alone, 1-day, or short term workshops), intensive, collaborative, job-embedded, data-driven, and classroom-focused.

Supplement not Supplant in Title IIA

- Title IIA funds must be used to supplement, not supplant, any non-federal funds that would otherwise be used to pay for the activity. To "supplement" would be to enhance, expand, increase, or extend the programs and services offered with state and local funds.
- All Title IIA expenses, in addition to being allowable, have to be necessary and reasonable. § 200.403(a)

Private Schools

- Must have meaningful and timely consultation in the spring.
- TIIA funds can only be used for HQPD.
- Must meet the specific needs of students enrolled in a private school, and not the school itself.
- District maintains control of funds: district pays consultants/ registrations or reimburses individual educators for conference registration.
- Districts do not pay private schools directly.

Amendments

- Required when there is any significant change in program objectives; any increase or decrease in the total amount of the grant; an increase in a line of the budget that exceeds \$100 or 10% of the line (whichever is greater), or exceeds \$10,000.
- For grants administered via EdGrants, request and submit an amendment between the 1st and the 15th of the month as to not collide with the payment request windows. Please only request an amendment when you are ready to submit the amendment in EdGrants.
- Amendments for grants administered through the new Grants for Education Management System (GEMS), i.e., FY24 FC 140, should be processed in GEMS.

Updated April 2023

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Title IV, Part A: Quick Reference Guide – Fund Code 309
Creating Safe, Healthy and Supportive, High-Quality Educational Learning Environments for All

Priorities of Title IV, Part A – Student Support and Academic Enrichment (SSAE):

1. Provide all students with access to a well-rounded education;
2. Improve school conditions for learning to ensure safe and healthy students; and
3. Improve the use of technology to improve academic achievement.
4. Support key district and school improvement initiatives in coordination with other federal grant funds and state and local resources so initiatives and their impact are sustained beyond the life of individual sources of funding.

| Categories | Allowable Costs | Unallowable Costs |
|--------------------------------------|--|--|
| 1. Administrator Salaries | <ul style="list-style-type: none"> • Program Administrator/Grant Manager | <ul style="list-style-type: none"> • Entire salary unless the manager's entire responsibility is Title IV, Part A |
| 2. Instructional/ Professional Staff | <ul style="list-style-type: none"> • Site coordinator to provide resources and support for schools to: <ul style="list-style-type: none"> ○ Establish partnerships within the community to provide resources and support for schools ○ Ensure that all service and community partners are aligned with the academic expectations of a school in order to improve student success ○ Strengthen relationships between schools and communities | <ul style="list-style-type: none"> • Entire salary unless the individual's entire responsibility is Title IVA |
| 3. Support Staff Salaries | <ul style="list-style-type: none"> • Secretary/Bookkeeper for Title IVA grant work – only portion of salary dedicated to Title IVA support | <ul style="list-style-type: none"> • Entire salary unless the individual's entire responsibility is Title IVA |
| 4. Stipends | <ul style="list-style-type: none"> • For staff to coordinate, implement activities and/or engage in high quality professional development related (but not limited) to the following activities: <ul style="list-style-type: none"> ○ Bullying prevention and intervention ○ Safe and supportive schools ○ Service-learning and civic engagement ○ Social and emotional learning ○ Emergency management planning ○ Comprehensive substance abuse prevention ○ Designing and implementing a locally-tailored plan to reduce exclusionary discipline practices and promote positive behavioral approaches ○ Comprehensive health prevention education (including sexuality education) ○ Behavioral/mental health supports/services ○ Reducing Chronic Absenteeism ○ Developing and/or offering accelerated coursework (e.g., Advanced Placement courses) ○ Effective use of instructional technology | |
| 5. Fringe Benefits | <ul style="list-style-type: none"> • MTRS • Other Fringe benefits such as health insurance | |
| 6. Contractual Services | <ul style="list-style-type: none"> • See stipends section above for a list of SSAE topics/initiatives for which the following contractual services might be employed: <ul style="list-style-type: none"> ○ High-quality professional development for school personnel, including specialized instructional support personnel ○ Consultants to facilitate, coordinate or implement SSAE programming ○ Consultants to provide equitable services to private schools | <ul style="list-style-type: none"> • Substitutes for teachers not attending TIVA funded PD • Training in the use of a dangerous weapon |

| Categories | Allowable Costs | Unallowable Costs |
|---|--|--|
| 7. Supplies and Materials | <ul style="list-style-type: none"> • Software, hardware and other instructional technology • Supplemental curriculum materials | <ul style="list-style-type: none"> • No more than 15% of funds used for activities to support the effective use of technology may be used for purchasing technology infrastructure (e.g., devices, equipment, software applications, platforms, digital instructional resources and/or other one-time IT purchases). • Dangerous weapons |
| 8. Travel (Conference & Course Registration) | <ul style="list-style-type: none"> • Conference and course registration for Title IVA professional development opportunities • Other travel related to Title IVA activities (e.g. home visits) | <ul style="list-style-type: none"> • Out-of-state travel not approved by ESE |
| 9. Other Costs | <ul style="list-style-type: none"> • Subsidize part or all of the costs of AP and IB exam fees for economically disadvantaged students | |
| 10. Indirect Costs | <ul style="list-style-type: none"> • District <u>indirect cost rates</u> | <ul style="list-style-type: none"> • Indirect rate greater than the percentage assigned to district |
| 11. Equipment | <ul style="list-style-type: none"> • Equipment costing more than \$5,000 per unit and having a useful life of more than a year. Must be itemized with a brief statement of the need for the item. | <ul style="list-style-type: none"> • No more than 15% of funds used for activities to support the effective use of technology may be used for purchasing technology infrastructure |

Please note: This is not an exhaustive list. Contact our office for more specific, situational and fiscal guidance as needed.

Supplement not Supplant in Title IVA

- LEAs that receive Title IVA funds must comply with a supplement not supplant requirement. This means that Title IVA funds should add to (supplement) and not replace (supplant) state and local funds. Supplanting is presumed when:
 - A district uses IVA funds to pay for an activity that is required by federal, state or local law
 - A district uses 55AE funds to pay for an activity it supported with state or local funds the prior year

Private Schools

- Districts receiving these funds, must provide for the equitable participation in funded activities of private school students, teachers and other educational personnel in private schools located in the district boundaries.
- Districts must engage in timely and meaningful consultation in the spring
- District must maintain control of funds and do not pay private schools directly.

Amendments

- Required when there is any significant change in program objectives; any increase or decrease in the total amount of the grant; an increase in a line of the budget that exceeds \$100 or 10% of the line (whichever is greater), or exceeds \$10,000.
- For grants administered via EdGrants, request and submit an amendment between the 1st and the 15th of the month as to not collide with the payment request windows. Please only request an amendment when you are ready to submit the amendment in EdGrants.
- Amendments for grants administered through the new Grants for Education Management System (GEM\$), i.e., FY24 FC 309, should be processed in GEM\$.

Allocations

Districts that receive less than \$30,000 must:

- Spend funds on one or more of the Title IV, Part A priorities listed at the very top of this guide.

Districts that receive \$30,000* or more must:

- Conduct a comprehensive needs assessment that includes a focus on the Title IVA priorities (see above).
Note: Districts may fulfill (or may have fulfilled) this requirement as part of the development of the districts' strategic plan, improvement plan, etc.
- Spend at least 20% of the allocation on access to well-rounded educational opportunities.
- Spend at least 20% of the allocation on safe and healthy schools.
- Spend some amount on improving the use of technology.
- Spend the remainder on activities that support any/all of the three priorities.

**Including funds that are "flexed" from Title II A into Title IVA*

Updated April 2023

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GRANTS, REVOLVING, and SPECIAL FUNDS

| Entitlement Grant Accounts | Account Description | FY'24 Award |
|----------------------------|--|-------------|
| Title I Part A | Title I Part A of the federal Elementary and Secondary Education Act provides financial assistance to districts and schools with high numbers or high percentages of children from low-income families to help ensure that all children meet challenging state academic standards. | \$386,862 |
| Title II Part A | Title II Part A of the federal Elementary and Secondary Education Act provides supplemental resources to school districts to support systems of support for excellent teaching and leading | \$58,588 |
| Title IV Part A | Title IV Part A of the federal Elementary and Secondary Education Act provides districts with funds to build capacity and ensure that all students have access to a high-quality educational experience. | \$29,351 |
| IDEA | The Individuals with Disabilities Education Act (IDEA) Federal Special Education Entitlement Grant provides funds to ensure that eligible students with disabilities receive a free and appropriate public education that includes special education and related services designed to meet their individual needs in the least restrictive environment | \$588,176 |
| IDEA Early Childhood | The Individuals with Disabilities Education Act (IDEA) Federal Special Education Entitlement Grant provides funds to ensure that eligible students with disabilities receive a free and appropriate public education that includes special education and related services designed to meet their individual needs in the least restrictive environment | \$26,638 |

OTHER GRANTS

| Other Grant Accounts | Account Description | FY'24 Award |
|--------------------------------------|--|--------------------|
| Comprehensive School Health Services | The Massachusetts Department of Public Health (DPH) grants will be used to provide mental and physical health services aimed at improving student attendance and boosting their academic achievement. | \$40,000 |
| SPED IDEA Part B | Grant funds are to be used to implement IEP Improvement Project, with a strong emphasis on transitioning to utilization of the newly revised forms and processes. | \$17,956 |
| SEL & Mental Health | This grant aims to build capacity of school districts, charter schools, and educational collaboratives to develop comprehensive, integrated multi-tiered systems for student, family, and educator social-emotional and/or mental health supports; and build sustainable infrastructure to facilitate integrated coordination between school, students, families, school staff, and community-based services and/or providers. | \$83,689 |
| MyCAP | The purpose of this targeted grant opportunity is to provide supplementary support to school districts currently engaged in the implementation of MyCAP or interested in starting the planning of My Career and Academic Plan (MyCAP). MyCAP is a student-driven process designed to ensure all students graduate from high school college and career ready. The MyCAP process requires schools to create a scope and sequence to guide the implementation MyCAP. This grant will provide planning team members the supplementary support necessary to attend professional development, team meetings outside-of- school hours, or purchase materials for the MyCAP process. | \$7,492 |

REVOLVING FUNDS

| Revolving Fund | Account Description | FY'24 Balance |
|-----------------------|--|----------------------|
| Athletic Revolver | Revenue generated by the Athletic Department | \$25,848 |
| Rental Property | Revenue and expenditures associated with renting school buildings. | \$169,881 |
| Tripp School Lease | Revenue and expenditures associated with renting Tripp School to SMEC. | \$162,357 |
| Preschool Tuition | Revenue and expenditures associated with Preschool Tuition. | \$137,541 |

TRUSTS AND CIRCUIT BREAKER

| Special Fund | Account Description | FY'23 Balance |
|---------------------|--|----------------------|
| FHS Trust* | Fairhaven High School Trust Fund established by Henry Huttleston | \$482,842 |
| Rogers Trust | Rogers Trust Fund established by Henry Huttleston | \$22,648 |
| Circuit Breaker | Circuit breaker reimbursements are for the district's prior year's expenses. Each summer, districts submit claim forms to DESE listing the types and amounts of special education instructional services provided to each student during the previous fiscal year. Administrative and overhead costs are not reimbursable. Standard rates for each type of service are established annually by DESE based on statewide surveys and are used to calculate the reimbursable cost for each student. | \$687,657 |

* Expendable portion of the trust fund.

TOWN OF FAIRHAVEN as of 3/17/24**General Fund - Free Cash:**

| | | |
|--|--|---------------------|
| Certified Free Cash 7/1/23 | | 4,754,631.00 |
| Less: STM 11/14/23 Articles for FY2024: | | <u>(165,735.98)</u> |
| Balance in Free Cash after STM 11/14/23 | | 4,588,895.02 |

Financial Policy 3% of FY25 GF Budget Reserve (Est. \$61,309,000) (1,839,270.00)

Less: ATM 5/4/24 for **FY 2025 Articles:**

| | | |
|---------------------------------|--------------------|----------------|
| Capital Projects Recommended | (1,328,206.00) | |
| Various articles (see attached) | (895,180.00) | |
| Consultant for Bylaw Revisions | <u>(25,000.00)</u> | (2,248,386.00) |

Less: STM 5/4/24 for **FY 2024 Budgets & Articles:**

\$

501,239.02

Water:

| | | |
|--|--|------------------|
| Certified Retained Earnings 7/1/23 | | 1,360,113 |
| Less: STM 11/14/23 Articles for FY2024: | | <u>(6,647)</u> |
| Balance: Water Retained Earnings after STM 11/14/23 | | 1,353,466 |
| Less: ATM 5/4/24 for FY 2025 Articles: | | <u>????</u> |
| Balance in Water Retained Earnings after STM & ATM 5/4/24 | | 1,353,466 |

Sewer:

| | | |
|--|--|------------------|
| Certified Retained Earnings 7/1/23 | | 2,332,039 |
| Less: STM 11/14/23 Articles for FY2024: | | <u>(374,460)</u> |
| Balance: Sewer Retained Earnings after STM 11/14/23 | | 1,957,579 |
| Less: ATM 5/4/24 for FY 2025 Articles: | | <u>????</u> |
| Balance in Sewer Retained Earnings after STM & ATM 5/4/24 | | 1,957,579 |

Town Cable:

| | |
|---|----------------|
| Certified Retained Earnings 7/1/23 | 678,564 |
| Less: STM 11/14/23 Articles for FY2024: | - |
| Balance: Town Cable Retained Earnings after STM 11/14/23 | 678,564 |
| Less: ATM 5/4/24 for FY 2025 Articles: | ??? |
| Balance in Town Cable Retained Earnings after STM & ATM 5/4/24 | 678,564 |

School Cable:

| | |
|---|----------------|
| Certified Retained Earnings 7/1/23 | 370,870 |
| Less: STM 11/14/23 Articles for FY2024: | - |
| Balance: School Cable Retained Earnings after STM 11/14/23 | 370,870 |
| Less: ATM 5/4/24 for FY 2025 Articles: | ??? |
| Balance in School Cable Retained Earnings after STM & ATM 5/4/24 | 370,870 |

| | | | | | draft 4 | |
|---|-------------------|--|--|--------------------------|--------------------------------------|---------------------|
| Line | Function/ Dept. # | Department Name/Function Totals | FY 2024 Budgeted | FY 2025 Requested Budget | (Increases) Reductions as of 3/17/24 | |
| GENERAL GOVERNMENT (MISC.) | | | | | | |
| 1 | 114 | Moderator Salary | \$1,000.00 | \$1,000.00 | | |
| | 122/195/405 | Select Board/Town Adm./Town Report/Engineering | | | | |
| 2 | | Salaries & Wages | \$322,412.00 | \$354,516.00 | (10,200.00) | |
| | | 001-122-00-5111-00 TA Progress Evaluation Increase | | | (10,200.00) | |
| 3 | | Operating Expenses | \$27,910.00 | \$47,590.00 | 7,000.00 | |
| | | 001-122-00-5420-00 Office Supplies | | | 2,000.00 | |
| | | 001-122-00-5712-00 Mileage | | | 2,000.00 | |
| | | 001-122-00-5713-00 Seminars | | | 3,000.00 | |
| | 153 | Human Resources | | | | |
| 4 | | Salaries & Wages | \$193,943.00 | \$199,036.00 | 20,913.00 | |
| | | 001-153-00-5111-00 Portion of PR position | | | 20,913.00 | |
| 5 | | Operating Expenses | \$20,975.00 | \$67,925.00 | 3,000.0 | |
| | | 001-153-00-5390-00 Contracted Services | | | 1,000.00 | |
| | | 001-153-01-5201-00 Wellness | | | 2,000.00 | |
| | 113/131 | Town Meeting/Finance Committee | | | | |
| 6 | | Salaries & Wages | \$1,000.00 | \$1,500.00 | | |
| 7 | | Operating Expenses | \$7,945.00 | \$7,830.00 | | |
| 8 | | Reserve Fund | \$100,000.00 | \$100,000.00 | 25,000.00 | |
| | | | | | 25,000.00 | |
| 9 | 151 | Legal | \$180,000.00 | \$350,000.00 | 75,000.00 | |
| | | 001-151-00-5302-00 | | | 75,000.00 | |
| | 192 | Town Hall | | | | |
| 10 | | Salaries & Wages | \$56,916.00 | \$177,516.00 | 3,000.00 | |
| | | 001-192-00-5111-00 Salaries | | | 3,000.00 | |
| 11 | | Operating Expenses | \$76,150.00 | \$85,090.00 | 3,200.00 | |
| | | 001-192-00-5410-00 Contracted Services | | | 2,000.00 | |
| | | 001-192-00-5713-00 Seminars | | | 1,000.00 | |
| | | 001-192-00-5410-00 Gasoline | | | 200.00 | |
| | 155 | Consolidated Information Technology | | | | |
| 12 | | Salaries & Wages | \$339,994.00 | \$357,271.00 | 12,000.00 | |
| | | 001-155-00-5111-00 | | | 12,000.00 | |
| 13 | | Operating Expenses | \$202,415.00 | \$229,505.00 | 3,300.00 | |
| | | 001-155-00-5390-00 Contracted Services | | | 2,000.00 | |
| | | 001-155-00-5341-00 Windstream | | | 1,300.00 | |
| | | | General Government Salaries & Wages | \$915,265.00 | \$1,090,839.00 | \$25,713.00 |
| | | | General Government Operating Expenses | \$615,395.00 | \$887,940.00 | \$116,500.00 |
| | | | Subtotal General Government | \$1,530,660.00 | \$1,978,779.00 | \$142,213.00 |
| GENERAL GOVERNMENT (MUNICIPAL FINANCE) | | | | | | |
| | 135 | Accounting | | | | |
| 14 | | Salaries & Wages | \$162,616.00 | \$260,108.00 | 38,970.00 | |
| | | 001-135-00-5111-00 Accounting Salaries & Wages | | | 38,970.00 | |
| 15 | | Operating Expenses | \$60,713.00 | \$67,342.00 | 985.00 | |
| | | 001-135-00-5713-00 Seminars | | | 985.00 | |
| | 145 | Treasurer/Collector | | | | |
| 16 | | Salaries & Wages | \$336,072.00 | \$339,206.00 | 46,211.00 | |
| | | 001-145-00-5111-00 | | | 46,211.00 | |
| 17 | | Operating Expenses | \$120,900.00 | \$82,925.00 | 16,750.00 | |
| | | 01-5309-00 Tax Title | | | 15,000.00 | |

| | Function/ Dept. # | Department Name/Function Totals | FY 2024 Budgeted | FY 2025 Requested Budget | (Increases) Reductions as of 3/17/24 |
|----|----------------------|--|---------------------|--------------------------------|--|
| | | 001-145-00-5713-00 Seminars | | | 1,750.00 |
| | 141 | Assessors | | | |
| 18 | | Salaries & Wages | \$200,876.00 | \$150,632.00 | 10,610.00 |
| | | 001-141-00-5111-00 Assessors Salary | | | 10,610.00 |
| 19 | | Operating Expenses | \$45,060.00 | \$52,125.00 | 1,000.00 |
| | | 001-141-00-5390-00 Contracted Services | | | 1,000.00 |
| | | Municipal Finance Salaries & Wages | \$699,564.00 | \$749,946.00 | \$95,791.00 |
| | | Municipal Finance Operating Expenses | \$226,673.00 | \$202,392.00 | \$18,735.00 |
| | | Subtotal Municipal Finance | \$926,237.00 | \$952,338.00 | \$114,526.00 |
| | | GENERAL GOVERNMENT (TOWN CLERK/ELECTIONS) | | | |
| 20 | 161/163 | Subtotal Salaries & Wages | \$143,328.00 | \$189,606.00 | |
| 21 | 161/163 | Subtotal Operating Expenses | \$29,258.00 | \$37,395.00 | 1,090.00 |
| | | 001-161-00-5713-00 Seminars | | | 1,090.00 |
| | | PLANNING & DEVELOPMENT | | | |
| | 175-00 | Planning Board | | | |
| 22 | | Salaries & Wages | \$3,000.00 | \$0.00 | |
| 23 | | Operating Expenses | \$2,930.00 | \$0.00 | |
| | 175-01 | Planning and Economic Development | | | |
| 24 | | Salaries & Wages | \$132,942.00 | \$128,528.00 | |
| 25 | | Operating Expenses | \$15,525.00 | \$16,046.00 | 3,516.00 |
| | | 001-175-01-5341-00 Communications | | | 516.00 |
| | | 001-175-01-5713-00 Seminars | | | 3,000.00 |
| | 175-02 | Economic Development Committee | | | |
| 26 | | Salaries & Wages | \$1,500.00 | \$0.00 | |
| 27 | | Operating Expenses | \$6,500.00 | \$0.00 | |
| | 176 | Board of Appeals | | | |
| 28 | | Salaries & Wages | \$3,500.00 | \$3,060.00 | |
| 29 | | Operating Expenses | \$3,700.00 | \$3,500.00 | |
| | 171 | Conservation Commission | | | |
| 30 | | Salaries & Wages | \$98,758.00 | \$108,845.00 | |
| 31 | | Operating Expenses | \$11,980.00 | \$12,150.00 | 2,800.00 |
| | | 001-171-00-5316-00 Training | | | 2,600.00 |
| | | 001-171-00-5342-00 Postage | | | 200.00 |
| 32 | 122 | Buzzards Bay Action Committee | \$1,800.00 | \$1,800.00 | |
| | | Planning & Development Salaries & Wages | \$239,700.00 | \$240,433.00 | \$0.00 |
| | | Planning & Development Operating Expenses | \$42,435.00 | \$33,496.00 | \$6,316.00 |
| | | Subtotal Planning & Development | \$282,135.00 | \$273,929.00 | \$6,316.00 |
| | | TOTAL GENERAL GOVERNMENT | | | |
| | | General Government Salaries & Wages | \$1,997,857.00 | \$2,270,824.00 | \$121,504.00 |
| | | General Government Operating Expenses | \$913,761.00 | \$1,161,223.00 | \$142,641.00 |
| | | Subtotal General Government | \$2,911,618.00 | \$3,432,047.00 | \$264,145.00 |
| | | PUBLIC SAFETY | | | |
| | 210/292 | Police Department/Animal Control | | | |
| | | Salaries & Wages | \$4,519,338.00 | \$5,195,865.00 | 101,744.00 |
| | | 001-210-00-5111-00 Salary Part-time IT position | | | 10,000.00 |
| | | 001-210-00-5131-00 Overtime | | | 88,738.00 |
| | | 001-292-00-5131-00 Animal Control OT | | | 3,006.00 |
| 34 | | Operating Expenses | \$488,520.00 | \$504,940.07 | 42,410.00 |

| Function/ Dept. # | Department Name/Function Totals | FY 2024 Budgeted | FY 2025 Requested Budget | (Increases) Reductions as of 3/17/24 |
|-------------------|--|-----------------------|--------------------------|--------------------------------------|
| | 001-210-00-5343-00 Maintenance Agreements | | | 8,470.00 |
| | 001-210-00-5308-00 Lockup | | | 5,000.00 |
| | 001-210-00-5390-00 Contracted Services | | | 18,440.00 |
| | 001-210-00-5245-00 Repair & Maint. Equip. | | | 7,500.00 |
| | 001-210-00-5731-00 Seminars | | | 2,500.00 |
| | 001-292-00-5731-00 Animal Control Seminars | | | 500.00 |
| 220/225/291 | Fire Department/Emergency Management | | | |
| 35 | Salaries & Wages | \$2,909,527.00 | \$3,667,607.00 | 104,597.00 |
| | 001-220-00-5111-00-0206 Call FF | | | 20,000.00 |
| | 001-220-00-5111-00-0206 Capt Position | | | 25,000.00 |
| | 001-220-00-5131-00-0206 OT | | | 59,597.00 |
| 36 | Operating Expenses | \$451,657.00 | \$423,751.00 | 41,474.00 |
| | 001-220-00-5243-00-0206 Repair + Maint. Vehicle | | | 5,000.00 |
| | 001-220-00-5244-00-0206 Repair + Maint. Building | | | 2,500.00 |
| | 001-220-00-5245-00-0206 Repair + Maint. Equip. | | | 600.00 |
| | 001-220-00-5361-00-0206 Training | | | 1,000.00 |
| | 001-220-00-5361-01-0206 Continuing Ed. | | | 8,000.00 |
| | 001-220-00-5390-00-0206 Contract Service (Gilfoil) | | | 6,468.00 |
| | 001-220-00-5501-00-0206 Medical Supplies | | | 5,000.00 |
| | 001-220-00-5585-00-0206 Equipment for Personnel | | | 2,460.00 |
| | 001-220-00-5870-00-0206 Replacement Equipment | | | 5,592.00 |
| | 001-225-00-5390-00 Fire Alarm Contracted Services | | | 1,264.00 |
| | 001-291-00-5390-00 EMS Crisis Track Software | | | 2,270.00 |
| | 001-291-00-5501-00 EMS Medical Supplies | | | 100.00 |
| | 001-291-00-5585-00 EMS Equipment for Personnel | | | 500.00 |
| | 001-291-00-5341-00 EMS Communication | | | 720.00 |
| 241 | Building Department | | | |
| 37 | Salaries & Wages | \$183,696.00 | \$197,655.00 | 2,000.00 |
| | 001-241-00-5111-00 Salaries | | | 2,000.00 |
| 38 | Operating Expenses | \$5,350.00 | \$8,400.00 | 4,370.00 |
| | 001-241-00-5410-00 Gas | | | 4,000.00 |
| | 001-241-00-5582-00 Uniforms | | | 100.00 |
| | 001-241-00-5713-00 Seminars | | | 270.00 |
| 298 | Marine Resources | | | |
| 39 | Salaries & Wages | \$178,440.00 | \$188,195.00 | 10,000.00 |
| | 001-298-00-5111-00 Salaries | | | 10,000.00 |
| 40 | Operating Expenses | \$43,110.00 | \$39,540.00 | 3,400.00 |
| | 001-298-00-5276-00 Dockage | | | 2,700.00 |
| | 001-298-00-5432-00 Supplies | | | 300.00 |
| | 001-298-00-5422-00 Preprinted Forms | | | 400.00 |
| 244 | Weights & Measures | | | |
| 41 | Salaries & Wages | \$7,140.00 | \$7,140.00 | |
| 42 | Operating Expenses | \$500.00 | \$375.00 | |
| | Public Safety Salaries & Wages | \$7,798,141.00 | \$9,256,462.00 | \$218,341.00 |
| | Public Safety Operating Expenses | \$989,137.00 | \$977,006.07 | \$91,654.00 |
| | Subtotal Public Safety | \$8,787,278.00 | \$10,233,468.07 | \$309,995.00 |
| EDUCATION | | | | |
| 43 | 300 Fairhaven Public Schools | \$23,753,641.00 | \$25,310,194.00 | 447,608.00 |
| 44 | 301 NB Regional Technical HS | \$2,397,000.00 | \$2,636,000.00 | 10,000.00 |
| | 001-301-00-5201-00 | | | 10,000.00 |

| | Function/ Dept. # | Department Name/Function Totals | FY 2024 Budgeted | FY 2025 Requested Budget | (Increases) Reductions as of 3/17/24 |
|---------------------------------|-------------------|---|------------------|--------------------------|--------------------------------------|
| 45 | 302 | NB Regional Technical HS 001-302-00-5201-00 | \$235,000.00 | \$316,000.00 | 5,900.00 |
| | | Subtotal Technical Education | \$26,385,641.00 | \$28,262,194.00 | \$15,900.00 |
| PUBLIC WORKS | | | | | |
| | 421 | Administration Division | | | |
| 46 | | Salaries & Wages | \$223,502.00 | \$86,615.00 | |
| 47 | | Operating Expenses | \$13,525.00 | \$20,375.00 | 1,000.00 |
| | | 001-421-00-5420-00 Office Supplies | | | 500.00 |
| | | 001-421-00-5713-00 Seminars | | | 500.00 |
| | 403/420 | Highways Division | | | |
| 48 | | Salaries & Wages | \$1,279,388.00 | \$1,409,321.00 | 80,000.00 |
| | | 001-420-00-5111-00 Salaries | | | 50,000.00 |
| | | 001-420-00-5131-00 Overtime | | | 30,000.00 |
| 49 | | Operating Expenses | \$723,912.00 | \$745,637.00 | 3,500.00 |
| | | 001-420-00-5390-00 Contracted Services GIS software | | | 3,500.00 |
| 50 | | Snow & Ice | \$60,000.00 | \$60,000.00 | |
| | 650 | Parks Department | | | |
| 51 | | Salaries & Wages | \$139,896.00 | \$164,261.00 | 2,000.00 |
| | | 001-650-00-5131-00 Overtime | | | 2,000.00 |
| 52 | | Operating Expenses | \$53,500.00 | \$58,300.00 | 5,300.00 |
| | | 001-650-00-5356-00 Playground Expense | | | 1,500.00 |
| | | 001-650-00-5380-00 Misc | | | 300.00 |
| | | 001-650-00-5410-00 Gasoline | | | 500.00 |
| | | 001-650-00-5531-00 Materials/Supplies | | | 3,000.00 |
| | 294/295 | Tree Department | | | |
| 53 | | Salaries & Wages | \$27,321.00 | \$35,712.00 | 1,330.00 |
| | | 001-295-00-5111-00 Salaries | | | 1,330.00 |
| 54 | | Operating Expenses | \$40,345.00 | \$38,145.00 | |
| 55 | 431 | Sanitation - Operating Expenses | \$1,682,679.00 | \$1,830,775.00 | 38,000.00 |
| | | 001-431-02-5390-00 Recycle | | | 38,000.00 |
| 56 | 424 | Street Lighting | \$61,000.00 | \$61,000.00 | |
| | | Public Works Salaries & Wages | \$1,670,107.00 | \$1,695,909.00 | \$83,330.00 |
| | | Public Works Operating Expenses | \$2,634,961.00 | \$2,814,232.00 | \$47,800.00 |
| | | Subtotal Public Works | \$4,305,068.00 | \$4,510,141.00 | \$131,130.00 |
| HEALTH & ENVIRONMENT | | | | | |
| | 510 | Board of Health | | | |
| 57 | | Salaries & Wages | \$164,353.00 | \$174,797.00 | 1,000.00 |
| | | 001-510-00-5111-00 Salaries | | | 1,000.00 |
| 58 | | Operating Expenses | \$24,570.00 | \$23,660.00 | 950.00 |
| | | 001-510-00-5582-00 Uniform | | | 150.00 |
| | | 001-510-00-5712-00 Mileage | | | 100.00 |
| | | 001-0510-00-5713-00 Seminars | | | 700.00 |
| | | Subtotal Board of Health | \$188,923.00 | \$198,457.00 | \$1,950.00 |
| COMMUNITY SERVICES | | | | | |
| | 541 | Council on Aging | | | |
| 59 | | Salaries & Wages | \$189,296.00 | \$159,873.00 | 2,000.00 |
| | | 001-541-00-5111-00 Salaries | | | 2,000.00 |
| 60 | | Operating Expenses | \$40,064.00 | \$38,583.00 | 3,086.00 |

| | Function/ Dept. # | Department Name/Function Totals | FY 2024 Budgeted | FY 2025 Requested Budget | (Increases) Reductions as of 3/17/24 |
|----|-------------------|---|------------------------|--------------------------|--------------------------------------|
| | | 001-541-00-5341-00 Communications | | | 636.00 |
| | | 001-541-00-5713-00 Seminars | | | 2,450.00 |
| | 543 | Veterans Services | | | |
| 61 | | Salaries & Wages | \$98,592.00 | \$91,433.00 | |
| 62 | | Operating Expenses | \$695,800.00 | \$664,350.00 | 100,000.00 |
| | | 001-543-00-5311-00 Medical Services | | | 85,000.00 |
| | | 001-543-00-5770-00 Benefits | | | 15,000.00 |
| 63 | 611 | Millicent Library | \$752,336.00 | \$797,302.00 | |
| | 640 | Recreation Department | | | |
| 64 | | Salaries & Wages | \$218,183.00 | \$215,138.00 | |
| 65 | | Operating Expenses | \$143,800.00 | \$156,710.00 | 9,735.00 |
| | | 001-640-00-7131-00 Seminars&Dues | | | 3,235.00 |
| | | 001-640-00-5211-00 Utilities | | | 2,000.00 |
| | | 001-640-01-5201-00 Program Expense | | | 4,500.00 |
| | 189 | Tourism Department | | | |
| 66 | | Salaries & Wages | \$78,697.00 | \$81,851.00 | |
| 67 | | Operating Expenses | \$21,075.00 | \$25,825.00 | 7,255.00 |
| | | 001-189-00-5303-00 Advertising | | | 7,255.00 |
| 68 | 691 | Fine Arts - expenses 001-691-00-5201-00 | \$1,200.00 | \$1,200.00 | 200.00 |
| 69 | 670 | Historical Commission - expenses | \$18,500.00 | \$15,800.00 | |
| 70 | 692 | Memorial/Veterans Day - expenses 001-692-00-5201-00 | \$1,500.00 | \$2,500.00 | 500.00 |
| | 690 | Cultural Council - expenses 001-690-00-5201-00 | \$2,750.00 | \$2,750.00 | 1,250.00 |
| | 190 | Commission on Disability - expenses | \$1,000.00 | \$1,000.00 | |
| 73 | 191 | Belonging Committee | \$1,000.00 | \$1,000.00 | |
| 74 | 122 | Rape Crisis Project - expenses | \$2,000.00 | \$2,000.00 | |
| | | Community Services Salaries & Wages | \$584,768.00 | \$548,295.00 | \$2,000.00 |
| | | Community Services Operating Expenses | \$1,681,025.00 | \$1,709,020.00 | \$122,026.00 |
| | | Subtotal Community Services | \$2,265,793.00 | \$2,257,315.00 | \$124,026.00 |
| | | NON-DEPARTMENTAL | | | |
| 75 | 911 | Contributory Retirement | \$3,906,560.00 | \$4,134,792.00 | |
| 76 | 924 | Group Insurance 001-925-00-5201-00 | \$4,800,000.00 | \$4,800,000.00 | (300,000.00) |
| 77 | 913 | MA Employment Security | \$63,000.00 | \$66,000.00 | |
| 78 | 925 | Town General Insurance | \$955,000.00 | \$1,112,000.00 | |
| 79 | 918 | Medicare Taxes (Employer Share) | \$462,000.00 | \$482,000.00 | |
| 80 | 122 | Wind Turbine Electric Expense | \$725,000.00 | \$725,000.00 | 100,000.00 |
| | | 001-122-21-5201-17 | | | 100,000.00 |
| 81 | | Salary Reserve | \$750,000.00 | \$0.00 | |
| | | Non-Departmental Salary & Wages | \$750,000.00 | \$0.00 | \$0.00 |
| | | Non-Departmental Operating Expenses | \$10,911,560.00 | \$11,319,792.00 | -\$200,000.00 |
| | | Subtotal Non-Departmental | \$11,661,560.00 | \$11,319,792.00 | -\$200,000.00 |
| | | DEBT SERVICE | | | |
| 82 | 710 | Debt Service | | | |
| | | Subtotal Debt Service | \$1,131,020.00 | \$1,094,605.00 | |

| Function/ Dept. # | Department Name/Function Totals | FY 2024 Budgeted | FY 2025 Requested Budget | (Increases) Reductions as of 3/17/24 |
|------------------------------|--|------------------------|--------------------------------|--|
| GRAND TOTAL | | \$57,636,901.00 | \$61,308,019.07 | \$647,146.00 |
| GRAND TOTAL BREAKDOWN | | | | |
| | Salaries & Wages - Town | \$12,965,226.00 | \$13,946,287.00 | \$426,175.00 |
| | Operating Expenses - Town | \$6,243,454.00 | \$6,685,141.07 | \$405,071.00 |
| | Educational Services | \$26,385,641.00 | \$28,262,194.00 | \$463,508.00 |
| | Non-Departmental Costs | \$10,911,560.00 | \$11,319,792.00 | -\$200,000.00 |
| | Debt Service | \$1,131,020.00 | \$1,094,605.00 | \$0.00 |
| | Grand Totals | \$57,636,901.00 | \$61,308,019.07 | \$1,094,754.00 |
| | Total General Fund Deficit | | | 2,225,754.00 |
| | Less: Estimated Trash Fee Revenue | | | (675,000.00) |
| | | | | 1,550,754.00 |
| | Less: Department Cuts as of 3-17-24 | | | (1,094,754.00) |
| | Less: Other Available Funds | | | (456,000.00) |
| | Balanced Budget | | | 0.00 |

DRAFT 3
3/19/2024



Town of Fairhaven

WARRANT

The inhabitants qualified as Town Meeting Members shall meet on
Saturday, May 4, 2024 at 9:00 am
in the Walter Silveira Auditorium at the Elizabeth I. Hastings Middle School
to Act on the following Articles in the Warrant:

Majority Vote needed unless stated otherwise

ARTICLE 1: MEASURER OF WOOD AND BARK

To see if the Town will vote to instruct the Select Board to appoint a Measurer of Wood and Bark.
Petitioned by: Select Board

Motion: To adopt as written in the warrant
Select Board: Recommend ___

ARTICLE 2: TOWN REPORT

To receive the Annual Report of Town Officers.
Petitioned by: Select Board

Motion: To receive the Annual Report of Town Officers
Select Board: Recommend ___

ARTICLE 3: REPORT OF COMMITTEES

To hear and act upon the reports of any committees, or committee appointed in Town Meeting and to choose any committees or committee the Town may think proper and to raise and appropriate a sum of money for the expense of same, or to take any other action with relation to either of said matters, as the Town may deem necessary and proper.
Petitioned by: Select Board

Motion: To adopt as written in the warrant
Select Board: Recommend ___

ARTICLE 4: BILL OF PRIOR YEAR-Paid from FY23 funds

To see if the Town will vote to pay the unpaid bills of a prior fiscal year. And others that may be brought forward, or take any other action relative thereto
Petitioned by: Town Accountant

| <u>Vendor</u> | <u>Amount</u> | <u>Petitioner</u> |
|----------------------|---------------|---------------------|
| Stryker | \$2,191.90 | Fire Department |
| GCG Associates, Inc. | \$195.00 | Planning Department |

Motion: To approve as listed in the warrant, with funds coming from Surplus Revenue (Free Cash)

Select Board: Recommend ___
Finance Committee: Recommend ___

Vote Required: Four-Fifths (4/5) Majority

ARTICLE 5: FY24 GENERAL FUND ADJUSTMENTS (None at this time)

To see if the Town will vote to amend Article 5A of the May 6, 2023 Town Meeting “General Fund Operating Budget-FY24” as follows, or take any action relative thereto:

1. Transfer from Surplus Revenue (Free Cash) as follows:

Petitioned by: Town Administrator

Motion: To amend “FY 24 General Fund Operating Budget” to transfer from Surplus Revenue (Free Cash) the amounts as written

Select Board: Recommend

Finance Committee: Recommend

ARTICLE 6 TOWN OPERATING BUDGETS -FY25

6A: GENERAL FUND OPERATING BUDGET-FY25

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the amounts listed on the accompanying table to fund the Fiscal Year 2025 General Fund Operating Budget or take any other action relative thereto:

Petitioned by: Town Administrator

See Appendix A, page #### for full budget description

| Dept. Name/Function Totals | FY2024 Budgeted | FY2025 Budget |
|---------------------------------------|------------------------|----------------------|
| GENERAL GOVERNMENT | | |
| General Government Salaries & Wages | \$915,265 | \$1,090,839 |
| General Government Operating Expenses | \$615,395 | \$887,940 |
| Subtotal General Government | \$1,530,660 | \$1,978,779 |

Motion: To raise and appropriate the sum of \$1,978,779 to fund general government departments FY25 budget, which includes salaries and wages for appointed and elected officials and operating expenses.

Select Board: Recommend

Finance Committee: Recommend

| | FY2024 Budgeted | FY2025 Budget |
|--------------------------------------|------------------------|----------------------|
| MUNICIPAL FINANCE | | |
| Municipal Finance Salaries & Wages | \$699,564 | \$749,946 |
| Municipal Finance Operating Expenses | \$226,673 | \$202,392 |
| Subtotal Municipal Finance | \$926,237 | \$952,338 |

Motion: To raise and appropriate the sum of \$952,338 to fund municipal finance departments FY25 budget, which includes salaries and wages for appointed and elected officials and operating expenses.

Select Board: Recommend

Finance Committee: Recommend

| | FY2024 Budgeted | FY2025 Budget |
|---|------------------------|----------------------|
| TOWN CLERK/ELECTIONS | | |
| Town Clerk/Elections Salaries & Wages | \$143,328 | \$189,606 |
| Town Clerk/Elections Operating Expenses | \$29,258 | \$37,395 |

| | | |
|-------------------------------|-----------|-----------|
| Subtotal Town Clerk/Elections | \$172,586 | \$227,001 |
|-------------------------------|-----------|-----------|

Motion: To raise and appropriate the sum of \$227,001 to fund Town Clerk/Elections departments FY25 budget, which includes salaries and wages for appointed and elected officials and operating expenses.

Select Board: Recommend ___
 Finance Committee: Recommend ___

| | <u>FY2024 Budgeted</u> | <u>FY2025 Budget</u> |
|---|------------------------|----------------------|
| PLANNING & DEVELOPMENT | | |
| Planning & Development Salaries & Wages | \$239,700 | \$240,433 |
| Planning & Development Operating Expenses | \$42,435 | \$33,496 |
| Subtotal Planning & Development | \$282,135 | \$273,929 |

Motion: To raise and appropriate the sum of \$273,929 to fund Planning & Development departments FY25 budget, which includes salaries and wages for appointed and elected officials and operating expenses.

Select Board: Recommend ___
 Finance Committee: Recommend ___

| | <u>FY2024 Budgeted</u> | <u>FY2025 Budget</u> |
|---|------------------------|----------------------|
| TOTAL GENERAL GOVERNMENT | | |
| TOTAL GENERAL GOVERNMENT Salaries & Wages | \$1,997,857 | \$2,270,824 |
| TOTAL GENERAL GOVERNMENT Operating Expenses | \$913,761 | \$1,161,223 |
| TOTAL GENERAL GOVERNMENT | \$2,911,618 | \$3,432,047 |

| | <u>FY2024 Budgeted</u> | <u>FY2025 Budget</u> |
|----------------------------------|------------------------|----------------------|
| PUBLIC SAFETY | | |
| Public Safety Salaries & Wages | \$7,798,141 | \$9,256,462 |
| Public Safety Operating Expenses | \$989,137 | \$977,006.07 |
| Subtotal Public Safety | \$8,787,278 | \$10,233,468.07 |

Motion: To raise and appropriate the sum of \$10,233,468.07 to fund Public Safety departments FY25 budget, which includes salaries and wages for appointed and elected officials and operating expenses.

Select Board: Recommend ___
 Finance Committee: Recommend ___

| | <u>FY2024 Budgeted</u> | <u>FY2025 Budget</u> |
|--|------------------------|----------------------|
| EDUCATION | | |
| Subtotal Fairhaven Public Schools | \$23,753,641 | \$25,310,194 |
| Subtotal New Bedford Regional Technical HS | \$2,397,000 | \$2,636,000 |
| Subtotal Bristol County Agricultural HS | \$235,000 | \$316,000 |
| SUBTOTAL TECHNICAL EDUCATION | \$26,385,641 | \$28,262,194 |

Motion: To raise and appropriate the sum of \$25,310,194 to fund the Fairhaven Public School district FY25 budget, with each item to be considered a separate appropriation.

Motion: To raise and appropriate the sum of \$2,636,000 to fund the New Bedford Regional Technical High School FY25 budget, with each item to be considered a separate appropriation.

Motion: To raise and appropriate the sum of \$316,000 to fund the Bristol County Agricultural

High School FY25 budget, with each item to be considered a separate appropriation.

Select Board: Recommend ___
 Finance Committee: Recommend ___

| | FY2024 Budgeted | FY2025 Budget |
|---------------------------------|------------------------|----------------------|
| PUBLIC WORKS | | |
| Public Works Salaries & Wages | \$1,671,107 | \$1,695,909 |
| Public Works Operating Expenses | \$2,634,961 | \$2,814,232 |
| Subtotal Public Works | \$4,305,068 | \$4,510,141 |

Motion: To raise and appropriate the sum of \$4,510,141 to fund public works departments FY25 budget, which includes salaries and wages for appointed and elected officials and operating expenses.

Select Board: Recommend ___
 Finance Committee: Recommend ___

| | FY2024 Budgeted | FY2025 Budget |
|------------------------------------|------------------------|----------------------|
| HEALTH AND ENVIRONMENT | | |
| Board of Health Salaries & Wages | \$164,353 | \$174,797 |
| Board of Health Operating Expenses | \$24,570 | \$23,660 |
| Subtotal Board of Health | \$188,923 | \$198,457 |

Motion: To raise and appropriate the sum of \$198,457 to fund Health and Environmental departments FY25 budget, which includes salaries and wages for appointed and elected officials and operating expenses.

Select Board: Recommend ___
 Finance Committee: Recommend ___

| | FY2024 Budgeted | FY2025 Budget |
|---------------------------------------|------------------------|----------------------|
| COMMUNITY SERVICES | | |
| Community Services Salaries & Wages | \$584,768 | \$548,295 |
| Community Services Operating Expenses | \$1,681,025 | \$1,709,020 |
| Subtotal Community Services | \$2,265,793 | \$2,257,315 |

Motion: To raise and appropriate the sum of \$2,257,315 to fund Community Services departments FY25 budget, which includes salaries and wages for appointed and elected officials and operating expenses.

Select Board: Recommend ___
 Finance Committee: Recommend ___

| | FY2024 Budgeted | FY2025 Budget |
|-------------------------------------|------------------------|----------------------|
| NON-DEPARTMENTAL | | |
| Non-Departmental Salaries & Wages | \$750,000 | \$0 |
| Non-Departmental Operating Expenses | \$10,911,560 | \$11,319,792 |
| Subtotal Non-Departmental | \$11,661,560 | \$11,319,792 |

Motion: To raise and appropriate the sum of \$11,319,792 to fund the Non-Departmental departments FY25 budget, which includes salaries and wages for appointed and elected officials and operating expenses.

Select Board: Recommend ___
 Finance Committee: Recommend ___

| | <u>FY2024 Budgeted</u> | <u>FY2025 Budget</u> |
|-----------------------|------------------------|----------------------|
| DEBT SERVICE | | |
| General Fund | \$1,131,020 | \$1,094,605 |
| Subtotal Debt Service | | |

Motion: To raise and appropriate the sum of \$1,094,605 to fund debt services FY25 budget.

Select Board: Recommend ___

Finance Committee: Recommend ___

See Appendix A, page ##### for full budget description

6B: WATER ENTERPRISE FUND OPERATING BUDGET

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the following amounts to fund the operating budget of the Water Enterprise Fund for Fiscal Year 2025 or take any other action relative thereto:

| | <u>FY 2024 Budget</u> | <u>FY2025 Budget</u> |
|--|-----------------------|----------------------|
| Amounts Appropriated: | | |
| Salaries and Wages | 704,809 | 807,523 |
| Operating Expenses | 2,083,300 | 2,095,338 |
| Debt Service | 434,251 | 295,725 |
| Subtotal Water Enterprise Appropriations | 3,222,360 | 3,198,586 |
| Transfer for Amounts Appropriated in the General Fund | 536,795 | 536,795 ??? |
| TOTAL WATER ENTERPRISE FUND OPERATING BUDGET | 3,759,155 | 3,735,381 |
| Funding Sources: | | |
| Water Revenue | 3,465,000 | 3,500,000 |
| Water Retained Earnings | 294,155 | 235,381 |
| TOTAL FUNDING SOURCES | 3,759,155 | 3,735,381 |

Petitioned by: Town Administrator and Board of Public Works

Motion: To raise and appropriate a sum of \$3,735,381 to fund the Water Enterprise Fund for fiscal year 2025

Select Board: Recommend ___

Finance Committee: Recommend ___

6C: SEWER ENTERPRISE FUND OPERATING BUDGET

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the following amounts to fund the operating budget of the Sewer Enterprise Fund for Fiscal Year 2025 or take any other action relative thereto:

| | <u>FY 2024 Budget</u> | <u>FY2025 Budget</u> |
|---|-----------------------|----------------------|
| Amounts Appropriated: | | |
| Salaries and Wages | 1,257,009 | 1,397,067 |
| Operating Expenses | 1,284,325 | 1,441,826 |
| Debt Service | 775,465 | 956,904 |
| Subtotal Sewer Enterprise Appropriations | 3,316,799 | 3,795,797 |

| | | |
|--|-----------------------|---------------------------|
| Transfer for Amounts Appropriated in the General Fund | <u>858,700</u> | <u>858,700 ???</u> |
| TOTAL SEWER ENTERPRISE FUND OPERATING BUDGET | 4,175,499 | 4,654,497 |
| Funding Sources: | | |
| Sewer Revenue | 4,175,499 | 4,554,497 |
| Sewer Retained Earnings | <u>0</u> | <u>100,000</u> |
| TOTAL FUNDING SOURCES | 4,175,499 | 4,654,497 |

Petitioned by: Town Administrator and Board of Public Works

Motion: To raise and appropriate a sum of \$4,654,497 to fund the Sewer Enterprise Fund for fiscal year 2025

Select Board: Recommend
 Finance Committee: Recommend

6D: TOWN CABLE ENTERPRISE FUND OPERATING BUDGET

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the following amounts to fund the operating budget of the Town Cable Enterprise Fund for Fiscal Year 2025 or take any other action relative thereto:

| | <u>FY 2024 Budget</u> | <u>FY2025 Budget</u> |
|--|------------------------------|-----------------------------|
| Amounts Appropriated: | | |
| Salaries and Wages | 183,158 | 184,773 |
| Operating Expenses | 30,800 | 30,700 |
| Debt Service | <u>0</u> | <u>0</u> |
| Subtotal Town Cable Enterprise Appropriations | 213,958 | 215,473 |
| Transfer for Amounts Appropriated in the General Fund | <u>16,422</u> | <u>24,671</u> |
| TOTAL TOWN CABLE ENTERPRISE FUND OPERATING BUDGET | 230,380 | 240,144 |
| Funding Sources: | | |
| Town Cable Revenue | 190,000 | 202,665 |
| Town Cable Retained Earnings | <u>40,380</u> | <u>37,479</u> |
| TOTAL FUNDING SOURCES | 230,380 | 240,144 |

Petitioned by: Town Administrator

Motion: To raise and appropriate a sum of \$240,144 to fund the Town Cable Enterprise Fund for fiscal year 2025

Select Board: Recommend
 Finance Committee: Recommend

6E: SCHOOL CABLE ENTERPRISE FUND OPERATING BUDGET

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the following amounts to fund the operating budget of the School Cable Enterprise Fund for Fiscal Year 2025 or take any other action relative thereto:

| | <u>FY 2024 Budget</u> | <u>FY2025 Budget</u> |
|------------------------------|------------------------------|-----------------------------|
| Amounts Appropriated: | | |
| Salaries and Wages | 138,860 | 115,214 |

| | | |
|--|---------------------|----------------------|
| Operating Expenses | 19,391 | 28,840 |
| Debt Service | 0 | 0 |
| Subtotal School Cable Enterprise Appropriations | 158,251 | 144,054 |
| Transfer for Amounts Appropriated in the General Fund | <u>2,064</u> | <u>12,849</u> |
| TOTAL SCHOOL CABLE ENTERPRISE FUND OPERATING BUDGET | 160,315 | 156,903 |
| Funding Sources: | | |
| School Cable Revenue | 154,939 | 156,902 |
| School Cable Retained Earnings | <u>5,376</u> | 0 |
| TOTAL FUNDING SOURCES | 160,315 | 156,902 |

Petitioned by: Town Administrator and School Committee

Motion: To raise and appropriate a sum of \$156,902 to fund the School Cable Enterprise Fund for fiscal year 2025

Select Board: Recommend Adoption
 Finance Committee: Recommend Adoption

ARTICLE 7: GENERAL FUND CAPITAL PLAN

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the following sums of monies to fund the capital equipment and projects listed below, or take any other action relative thereto:

| <u>Line</u> | <u>Department/Project</u> | <u>Amount</u> | <u>Funding Source</u> |
|-------------|--|--------------------|-----------------------|
| | Public Works Department | | |
| 1 | Road Work | \$125,000 | Free Cash |
| 2 | Tub Grinder/Recycling Center Relocation | \$300,000 | Free Cash |
| 3 | Vehicle #12 Replacement | \$100,000 | Free Cash |
| 4 | BPW Admin Building Floor Tile | \$45,000 | Free Cash |
| 5 | Tractor Replacement | \$200,000 | Free Cash |
| | Fire | | |
| 6 | Gear Equipment | \$185,000 | Free Cash |
| 7 | Replace Fire Prevention Vehicle | \$74,500 | Free Cash |
| 8 | Used Bucket Truck | \$69,900 | Free Cash |
| | Police | | |
| 9 | Cruiser Replacement | \$140,306 | Free Cash |
| | School | | |
| 10 | Maintenance Vehicle Replacement | \$58,500 | Free Cash |
| | Information Technology (IT) | | |
| 11 | IT Equipment | \$30,000 | Free Cash |
| | Total recommended General Fund Capital Budget | \$1,328,206 | |

Petitioned by: Town Administrator

Motion: To transfer a sum of \$1,328,206 from Surplus Revenue (Free Cash) to fund the capital projects as listed (items 1-11) for fiscal year 2025

Select Board: Recommend ____
 Finance Committee: Recommend ____

ARTICLE 8: WATER ENTERPRISE FUND CAPITAL PLAN

8A: WATER ENTERPRISE FUND CAPITAL BUDGET

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the following sums of monies to fund the capital equipment and projects of the Water Enterprise Fund listed below, or take any other action relative thereto:

| <u>Line</u> | <u>Project</u> | <u>Amount</u> | <u>Funding Source</u> |
|-------------|------------------|---------------|-------------------------|
| 1 | Portable Trailer | \$50,000 | Water Retained Earnings |

Petitioned by: Board of Public Works

Motion: To transfer from Water Retained Earnings the sum of \$50,000 to fund the capital equipment and projects as listed.

Select Board: Recommend

Finance Committee: Recommend

8B: BORROWING AUTHORIZATION – WATER TOWER MAINTENANCE

To see if the Town will vote to raise and appropriate or borrow the sum of \$1,000,000, or any other sum, for the purpose of funding the cost of the Sciticut Neck Water Tower Maintenance, including the payment of all costs incidental and related thereto; and that the Treasurer, with approval of the Select Board, is authorized to borrow such sum pursuant to Massachusetts General Law Chapter 44, section 8, or any other enabling authority, and to issue bonds or notes of the Town therefore.

| <u>Line</u> | <u>Project</u> | <u>Amount</u> | <u>Funding Source</u> |
|-------------|---------------------------------------|---------------|-----------------------|
| 1 | Sciticut Neck Water Tower Maintenance | \$1,000,000 | Borrowing |

Petitioned by: Board of Public Works

Motion: To borrow the sum of \$1,000,000 for funding the Sciticut Neck Water Tower Maintenance, the principal interest of which shall be repaid, in the first instance, through Water Enterprise Fund revenues.

Vote Required: Two-Thirds (2/3) Majority

Select Board: Recommend

Finance Committee: Recommend

ARTICLE 9 SEWER ENTERPRISE FUND CAPITAL PLAN

9A: SEWER ENTERPRISE FUND CAPITAL BUDGET

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the following sums of monies to fund the capital equipment and projects of the Sewer Enterprise Fund listed below, or take any other action relative thereto:

| <u>Line</u> | <u>Project</u> | <u>Amount</u> | <u>Funding Source</u> |
|-------------|-------------------------------|---------------|-------------------------|
| 1 | Inflow and Infiltration Study | \$250,000 | Sewer Retained Earnings |
| 2 | 4" Goodwin Pump | \$75,000 | Sewer Retained Earnings |

Petitioned by: Board of Public Works

Motion: To transfer from sewer retaining earnings a sum of \$325,000 to fund the inflow and infiltration study and 4" Goodwin Pump equipment.

Select Board: Recommend

Finance Committee: Recommend

9B: BORROWING AUTHORIZATION – SOUTH STREET PUMP STATION PUMP REPLACEMENT

To see if the Town will vote to raise and appropriate or borrow the sum of \$500,000, or any other sum, for the purpose of funding the cost of the South Street Pump Station Pump Replacement, including the payment of all costs incidental and related thereto; and that the Treasurer, with approval of the Select Board, is authorized to borrow such sum pursuant to Massachusetts General Law Chapter 44, section 8, or any other enabling authority, and to issue bonds or notes of the Town therefore.

| <u>Line</u> | <u>Project</u> | <u>Amount</u> | <u>Funding Source</u> |
|-------------|--|---------------|-------------------------|
| 1 | South Street Pump Station Pump Replacement | \$500,000 | Sewer Retained Earnings |

Petitioned by: Board of Public Works

Motion: To borrow the sum of \$500,000 for funding the South Street Pump Station Pump Replacement, the principal interest of which shall be repaid, in the first instance, through Sewer Enterprise Fund revenues.

Vote Required: Two-Thirds (2/3) Majority

Select Board: Recommend ___
 Finance Committee: Recommend ___

9C: SEWER CAPITAL STABILIZATION FUND

To see if the Town will vote to transfer a \$2,328,760.07 from the Sewer Capital Improvements Stabilization Fund to Article 15A of the May 6, 2023 Town Meeting, or take any other action relative thereto:

Petitioned by: Board of Public Works

Motion: To adopt as written in the warrant.

Select Board: Recommend ___
 Finance Committee: Recommend ___

9D: SEWER ENTERPRISE FUND

To see if the Town will vote to transfer a \$280,364.48 from the Sewer Enterprise Fund the Sewer Nitrogen Plant Article 15A of the June 18, 2022 Town Meeting, or take any other action relative thereto:

Petitioned by: Board of Public Works

Motion: To adopt as written in the warrant.

Select Board: Recommend ___
 Finance Committee: Recommend ___

ARTICLE 10 OTHER BUDGET ITEMS - APPROPRIATIONS

10A FUNDING OF ARTICLES

To see if the Town will vote to raise and appropriate, and/or transfer from available funds, a sum of monies for the following purposes or take any action relative thereto.

See Appendix B, page ##### for Article Summary and Line Item Descriptions

| <u>Line</u> | <u>Fund</u> | <u>Amount</u> | <u>Source</u> |
|-------------|---|---------------|----------------|
| 1 | Transfer to Ambulance Stabilization Fund | 70,000 | Ambulance Fund |
| 2 | Transfer to Other Post-Employment Benefit (OPEB) Trust Fund | 200,000 | Free Cash |

| | | | |
|----|--|------------------|-----------|
| 3 | Capital Stabilization | 150,000 | Free Cash |
| 4 | Compensated Absences | 300,000 | Free Cash |
| 5 | Preventative Building Repairs | 50,000 | Free Cash |
| 6 | Grant Writing Consultant | 60,000 | Free Cash |
| 7 | Clerical Tuition (per Collective Bargaining Agreement) | 10,000 | Free Cash |
| 8 | Shellfish Propagation Program | 17,250 | Free Cash |
| 9 | FEMA 5% Match – Gear Equipment | 12,000 | Free Cash |
| 10 | Mannequin | 2,450 | Free Cash |
| 11 | Recreation Center Equipment | 10,000 | Free Cash |
| 12 | Recreation Center/Council on Aging Wall Divider | 17,780 | Free Cash |
| 13 | Highway Equipment | 30,000 | Free Cash |
| 14 | Leaf Vacuum | 7,500 | Free Cash |
| 15 | Basketball Hoops – Livsey Park | 7,000 | Free Cash |
| 16 | Utility Trailer | 3,000 | Free Cash |
| 17 | Breakroom Cabinets | 1,200 | Free Cash |
| 18 | Special Education Reserve Fund | 34,801 | Free cash |
| | Total | \$982,981 | |

Petitioned by: Town Administrator

Motion: To transfer from Surplus Revenue (Free Cash) the sum of \$982,981 to fund the Reserve line articles for the amount as written, except article 1, which is from Ambulance Reserve Fund

Select Board: Recommend
 Finance Committee: Recommend

10B: INCREASE AND FUND COLA BASE FOR RETIREES

To see if the Town will vote to raise and appropriate, borrow or transfer from Surplus Revenue (Free Cash) the amount of \$89,000 to increase the cost of living (COLA) base for retirees, beneficiaries, and survivors beginning July 1, 2024, from \$16,000 to \$17,000 consistent with the provisions of Chapter 188, Section 19 of the Acts of 2010.

Article Summary and Description

State law allows Massachusetts Municipal Retirement systems to increase the base pension amount upon which an annual cost of living adjustment (COLA) up to 3% can be applied. These increases in the base are required to be in increments of \$1,000 up to a maximum base amount of \$18,000. Currently the Fairhaven Retirement System's COLA base is set at \$16,000 and this article, if approved, would increase the base to \$17,000. This would result in an annual increase in pension benefits of \$510 per retiree. The average annual pension benefit for a Fairhaven retiree is \$26,967, so applying the additional \$510 would result in an increase of 1.8%, significantly below the current rate of inflation. It should also be noted that Town of Fairhaven employees do not participate in the Federal Government Social Security System which applies their annual COLA to the entire pension amount and not a portion of it as does the Fairhaven Retirement System.

Petitioned by: Select Board

Motion: To transfer from available Surplus Revenue (Free Cash) \$89,000 to increase the cost of living (COLA) base for retirees, beneficiaries, and survivors beginning July 1, 2024,

from \$16,000 to \$17,000 consistent with the provisions of Chapter 188, Section 19 of the Acts of 2010.

Select Board: Recommend ___
Finance Committee: Recommend ___

ARTICLE 11 STATE AID TO HIGHWAYS, CHAPTER 90

To see if the Town will vote to authorize the Board of Public Works to accept and enter into contract for the expenditure of any funds allotted or to be allotted by the Commonwealth of Massachusetts for the construction, reconstruction and improvement of Town roads, or to take any other action relative thereto.

Petitioned by: Select Board of Public Works

Motion: To adopt as written in the warrant.

Select Board: Recommend ___
Finance Committee: Recommend ___

ARTICLE 12 MUNICIPAL FIBER OPTIC PROGRAM

12A: BORROWING AUTHORIZATION – FIBER OPTIC PROGRAM

To see if the Town will vote to raise and appropriate or borrow the sum of up to \$20,645,527, or any other sum, for the purpose of funding the cost of a Town-wide Fiber Optic Internet System, including the payment of all costs incidental and related thereto; and that the Treasurer, with approval of the Select Board, is authorized to borrow such sum pursuant to Massachusetts General Law Chapter 44, section 8, or any other enabling authority, and to issue bonds or notes of the Town therefore.

Petitioned by: Broadband Study Committee

Motion: To borrow the sum of up to \$20,645,527 for funding the cost of a Town-wide Fiber Optic Internet System, the principal interest of which shall be repaid, in the first instance, through [REDACTED].

Vote Required: Two-Thirds (2/3) Majority

Select Board: Recommend ___
Finance Committee: Recommend ___

12B: ESTABLISH A MUNICIPAL FIBER ENTERPRISE FUND

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 44, Section 53F ½ establishing the Fairhaven Municipal Fiber as an Enterprise Fund effective for the fiscal year beginning July 1, 2025; or to take any other action relative thereto.

Petitioned by: Broadband Study Committee

Motion: To accept the provisions of General Laws Chapter 44, Section 53F ½ establishing the Fairhaven Municipal Fiber as an Enterprise Fund effective for the fiscal year beginning July 1, 2025

Vote Required: Two-Thirds (2/3) Majority

Select Board: Recommend ___
Finance Committee: Recommend ___

ARTICLE 13 FY25 COMMUNITY PRESERVATION COMMITTEE APPROPRIATIONS

To see if the Town will vote to appropriate or to reserve for later appropriation, and to authorize the Community Preservation Committee (CPC) to expend or reserve, from the Community Preservation Fund available funds and FY25 Estimated Receipts as set forth herein, the following amounts for community preservation purposes, with such expenditures to be subject to conditions to be specified in applications and award letters from the Community Preservation Committee, with each item considered a separate appropriation:

See Appendix C, page ##### for Article Summary and Descriptions

| PROPOSED FISCAL YEAR 2025 COMMUNITY PRESERVATION BUDGET | | |
|--|---|----------------------------|
| APPROPRIATIONS | | Recommended Amounts |
| Reserve for Appropriation | | |
| A. | Acquisition, creation, and preservation of Open Space, and its rehabilitation and restoration. | \$70,000 |
| B. | Acquisition, creation, and preservation of Historic Resources | \$70,000 |
| C. | Acquisition, creation, and preservation of Community Housing | \$70,000 |
| D. | Emergency Reserve Account | \$20,000 |
| Total Reserves for Appropriation | | \$230,000 |
| Spending Appropriations | | |
| E. | FHS – Boiler Room Roof Replacement (\$92.7K Und. Bal.) | \$92,700 |
| F. | Lib. – Electrical Upgrades (\$76k Est. Historic & \$309.7K Est. Receipts) | \$385,700 |
| G. | Town Hall Repairs – Stairs and Exterior Caulking (\$30K Und. Bal.) | \$30,000 |
| H. | BBC – Carvalho Woods Conservation Project (\$110K Und. Bal.) | \$110,000 |
| I. | BPW – Phoenix Rail Trail Handicapped Accessible Tables (\$5K Est. Receipts) | \$5,000 |
| J. | BPW – Macomber Park BMX Track (\$201K Und. Bal. & \$76K Est. O.S.) | \$277,000 |
| K. | Cushman Park Pathways (19K Und. Bal.) | \$19,000 |
| L. | FHA – Anthony Haven Window Replacement (\$100K Est. Housing) | \$100,000 |
| Administrative Spending Appropriation | | |
| M. | To fund the Community Preservation Committee’s annual expenses for: Personal Service; Purchase of Services; Supplies; Other charges/expenditures (Estimated Receipts) | \$13,400 |
| Total Recommended Spending Appropriations | | \$1,032,800 |

Petitioned by: Community Preservation Committee

Motion: To adopt as written in the warrant, including appropriations and allocations in the amounts specified and from the sources specified in the Article.

Select Board: Recommend ____
 Finance Committee: Recommend ____

ARTICLE 14: REVOLVING FUNDS

To see if the Town will authorize or re-authorize the following Revolving Accounts under the provisions of Massachusetts General Law Chapter 44, Section 53 E ½ and to amend General Bylaws Section 2-6 to add new revolving funds under the following terms or take any other action relative thereto:

| Revolving Fund | Authorized to Spend | Revenue Source | FY25 Limit |
|-----------------------|----------------------------|-----------------------|-------------------|
| Hazardous Materials | Fire Chief | Disposal fees/charges | \$100,000 |

| | | | |
|-------------------------------|--|---|-----------|
| Sustainability | Sustainability Committee | Fees/charges | \$10,000 |
| Hoppy's Landing | Select Board and/or Town Administrator | Fees/charges from users of Hoppy's Landing | \$25,000 |
| Town Hall Auditorium | Town Administrator | Town Hall Auditorium rental fees | \$2,000 |
| Park Utilities | Board of Public Works | User fees | \$2,000 |
| Shellfish Mitigation | Marine Resources | Mitigation fees | \$25,000 |
| Mooring Fees | Marine Resources | Mooring fees | \$2,000 |
| Mattress Recycling | Board of Health | Fees from mattress disposal | \$1,000 |
| Hoarding Remediation | Board of Health | Revenue from textile recovery boxes | \$1,000 |
| Wellness | Wellness Committee | Fees, BCBS reimbursements, vendors | \$2,500 |
| Supportive Social Day Program | Council on Aging Director | Receipts reserved for appropriation for supportive social day | \$175,000 |

Petitioned by: Town Administrator

Motion: To adopt as written in the warrant

Select Board: Recommend ___

Finance Committee: Recommend ___

ARTICLE 15 AMEND ARTICLE 11A MAY 6, 2023, LINE 4 DESCRIPTION

To see if the Town will vote to amend Line 4 of Article 11A of the May 6, 2023 Town Meeting "Funding of Articles" for the description as follows: change "Personal Property Audits - Assessing Dept." to "Assessment Audits" to allow the remaining funds totaling \$5300 to be used on Real Estate audits if needed, or take any action relative thereto.

Petitioned by: Assessors

Motion: To adopt as written in the warrant

Select Board: Recommend ___

Finance Committee: Recommend ___

ARTICLE 16 ASSESSMENT OF NEW CONSTRUCTION

To see if the Town will vote to adopt Section 40 of Chapter 653 of the Acts of 1989, to allow the assessment of new buildings, structures, or other physical improvements that occurred between January 2nd and June 30th, for the fiscal year beginning July 1st.

Petitioned by: Assessors

Motion: To adopt as written in the warrant

Select Board: Recommend ___

Finance Committee: Recommend ___

ARTICLE 17 AMEND BYLAWS CHAPTER 119

To see if the Town will vote to amend Bylaws, Chapter 119, Section 3 Acceptance of Fee Schedule as outlined below by replacing existing language with language in bold.

§ 119-3. Acceptance of fee schedule.

The following is the fee schedule pertaining to Fire Department permits:

| |
|--|
| Type of Permit or Item Fee |
| Ammunition storage license \$30.00 \$50.00 |
| Annual radio box fee \$200.00 \$250.00 |

| |
|--|
| ANSUL system \$30.00 \$50.00 |
| Blasting permits \$30.00 \$50.00 |
| Bonfire permits \$30.00 \$50.00 |
| Copy of fire report \$20.00 |
| Copy of records (2IE) (depends on amount copied) \$5.00/\$10.00 \$20.00 |
| Copy of SARF report \$20.00 |
| Flammable liquids, solids and gases permit \$30.00 \$50.00 |
| Fuel oil storage/waste oil storage \$30.00 \$50.00 |
| Initial master box/radio box connection \$150.00 \$250.00 |
| Inn/hotel inspections (quarterly) \$50.00 |
| Install/alter oil burner equipment \$30.00 \$50.00 |
| Install/removal of underground tanks \$50.00 |
| LP gas storage permit \$30.00 \$50.00 |
| Vent-free fireplace \$30.00 \$50.00 |
| Research fee \$20.00 \$25.00 |
| Smoke detector permits/inspections \$30.00 1-2 Family \$50.00 / 3-5 Family \$100.00 |
| Smokeless/black powder permits \$30.00 \$50.00 |
| Sprinkler permit \$30.00 \$100.00 |
| Supervised fireworks permit \$30.00 \$50.00 |
| Tank truck inspection \$30.00 \$50.00 |
| Welding/cutting storage permit \$30.00 \$50.00 |

Petitioned by: Fire Department

Motion: To adopt as written in the warrant

Select Board: Recommend
 Finance Committee: Recommend

ARTICLE 18 AMEND BYLAWS 87, 206 AND 405

BYLAW – BEING DRAFTED BY ANIMAL CONTROL/POLICE

Petitioned by: Police Department

Motion: To adopt as written in the warrant

Select Board: Recommend
 Finance Committee: Recommend

ARTICLE 19 AMEND BYLAWS STORMWATER MANAGEMENT

To see if the Town will vote to amend Bylaws, Chapter 194 Stormwater Management as outlined below by striking some of the existing language and adding underlined language.

Chapter 194

Stormwater Management

[HISTORY: Adopted by the Special Town Meeting of the Town of Fairhaven 5-4-2019 by Art. 12. Amendments noted where applicable.]

GENERAL REFERENCES

Wetlands — See Ch. 192.

Zoning — See Ch. 198.

Subdivision of land — See Ch. 322.

§ 194-1 GENERAL PROVISIONS

§ 194-1.1 Authority.

This chapter bylaw is adopted under authority granted by the Home Rule Amendment of the Massachusetts Constitution, the Home Rule statutes, and pursuant to the regulations of the Federal Clean Water Act found at 40 CFR 122.34.

§ 194-21.2 Purpose.

- A. The purpose of this chapter bylaw is to provide protect for the public health, safety, and general welfare, and environment by regulating illicit connections and discharges of the residents of the Town of Fairhaven, the protection of Fairhaven's water bodies and groundwater, and the protection of Fairhaven's natural resources through the regulation of nonstormwater discharges to the storm drainage system and controlling the adverse effects of construction site stormwater runoff and post-construction runoff to the maximum extent practicable as required by federal and state law. This chapter establishes methods for controlling the introduction of pollutants into the municipal separate storm sewer system (MS4) in order to comply with requirements of the National Pollutant Discharge Elimination System (NPDES) permit process. Stormwater runoff is potentially a major cause of:
- B. Increased and contaminated stormwater runoff associated with developed land uses and the accompanying increase in impervious surface are major causes of impairment of water quality and flow in lakes, ponds, streams, rivers, wetlands, and groundwater. The harmful impacts of illicit discharge, soil erosion, and sedimentation are:
- (1) Impairment of water quality and flow in lakes, ponds, streams, rivers, wetlands, groundwater, and drinking water supplies;
 - (2) Contamination of drinking water supplies;
 - (3) Erosion Contamination of stream channels and downstream coastal areas;
 - (4) Alteration or destruction of aquatic and wildlife habitat;
 - (5) Flooding; and
 - (6) Overloading or clogging of municipal stormwater management systems.
- C. The objectives of this chapter bylaw are to:
- (1) Regulate the contribution of pollutants to the municipal separate storm sewer system (MS4) by stormwater discharges by any user;
 - (2) To Pprohibit illicit connections and unauthorized discharges to the municipal separate storm sewer system (MS4) and require their removal;
 - (3) To Pprotect water resources;
 - (4) Require practices that eliminate soil erosion and sedimentation
 - (5) Control the volume and rate of stormwater runoff resulting from land-disturbance activities in order to minimize potential impacts of flooding;
 - (6) Require practices to manage and treat stormwater runoff generated from new development and redevelopment
 - (7) To Eestablish minimum construction and post-construction stormwater management standards and design criteria for the regulation and control of stormwater runoff quantity and quality
 - (8) Protect groundwater and surface water from degradation;
 - (9) Promote infiltration and the recharge of groundwater;
 - (10) Maximize recharge of groundwater in the Fairhaven Aquifer Protection District.
 - (11) To Pprevent pollutants from entering the Town's municipal separate storm sewer system (MS4) and reduce or eliminate pollutants entering the Town's MS4 from existing users;
 - (12) Ensure that soil erosion and sedimentation control measures and stormwater runoff management practices are incorporated into the site planning and design process and are implemented and maintained;
 - (13) To establish provisions for the Ensure adequate long-term operation responsibility for, and maintenance of structural stormwater control facilities and nonstructural stormwater best management practices to ensure

- that they continue to function as designed, are maintained, and pose not threat to public safety;
- (14) Require practices to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at construction sites that may cause adverse impacts to water quality;
- (15) To Comply with state and federal statutes and regulations relating to stormwater discharges, including total maximum daily load requirements;
- (16) Establish the Town of Fairhaven's legal authority to ensure compliance with the provisions of this chapter bylaw through inspection, monitoring and enforcement; and
- (17) Support Chapter 198, § 198-31 (Earth removal regulations), Chapter 198, § 198-31.1 and Chapter 322, § 322-26 (Stormwater management).

§ 194-1.3 **Definitions.**

For the purposes of this chapter, the following shall mean:

ABUTTER

The owner(s) of land abutting the lot or lots on which activity regulated by this chapter is occurring or proposed.

AGRICULTURE

The normal maintenance or improvement of land in agricultural or aquaculture use, as defined by the Massachusetts Wetlands Protection Act and its implementing regulations.

ALTERATION OF DRAINAGE CHARACTERISTICS

Any activity on an area of land that changes the water quality, or the force, quantity, direction, timing or location of runoff flowing from the area. Such changes include: change from distributed runoff to confined, discrete discharge; change in the volume of runoff from the area; change in the peak rate of runoff from the area; and change in the recharge to groundwater on the area.

APPLICANT

Any "person," as defined below requesting a soil erosion and sediment control permit for proposed land-disturbance activity or a permit relating to or involving stormwater management individual, partnership, association, firm, company, corporation, trust, authority, agency, department, or political subdivision, of the Commonwealth or the Federal government to the extent permitted by law requesting a Land Disturbance Permit for proposed land-disturbance activity.

BEST MANAGEMENT PRACTICES (BMPs)

An activity, procedure, restraint, or structural improvement that helps to reduce the quantity of or improve the quality of stormwater runoff; schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention and educational practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly to stormwater, receiving waters, or stormwater conveyance systems. BMPs also include treatment practices, operating procedures, and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage.

BOARD OF PUBLIC WORKS

The Board of Public Works for the Town of Fairhaven and its employees, agents or others designated by that Board to enforce this chapter.

CLEAN WATER ACT

The Federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), and any subsequent amendments thereto as hereafter amended.

CLEARING

Any activity that removes the vegetative surface cover. Clearing activities generally include grubbing activity as defined below.

CONSTRUCTION ACTIVITY

The erection or placement of a building or other structure, or the placement of any impervious surface, in or on the ground, or site preparation for such activities, including, but not limited to, activities subject to NPDES construction permits as laid out in the eligibility conditions of the permit.

CONSTRUCTION AND WASTE MATERIALS

Excess or discarded building or site materials, including but not limited to concrete truck washout, chemicals, litter and sanitary waste at a construction site that may adversely impact water quality.

DEVELOPMENT

The modification of land to accommodate a new use or expansion of use, usually involving construction.

DISCHARGE OF POLLUTANTS

The addition from any source of any pollutant or combination of pollutants into the municipal storm drain system or into the waters of the United States or commonwealth from any source.

DISTURBANCE OF LAND

Any action, including clearing and grubbing, that causes a change in the position, location, or arrangement of soil, sand, rock, gravel, or similar earth material to alter the existing vegetation and/or underlying soil of a site, such as clearing, grading, site preparation (e.g., excavation, cutting, and filling), soil compaction, and movement and stockpiling of top soils.

ENVIRONMENTAL SITE MONITOR

A registered professional engineer or other trained professional selected by the Conservation Commission and retained by the holder of a minor land disturbance permit or a full land disturbance permit to periodically inspect the work and report to the Conservation Commission and/or Planning Board.

EROSION

The wearing away of the land surface by natural or artificial forces such as wind, water, ice, gravity, or vehicle traffic and the subsequent detachment and transportation of soil particles.

EROSION AND SEDIMENTATION CONTROL PLAN

A document containing narrative, drawings and details developed by a registered professional engineer (PE), registered professional land surveyor (PLS), or a certified professional in erosion and sedimentation control (CPESC) which includes best management practices, or equivalent measures designed to control surface runoff, erosion and sedimentation during pre-construction- and construction-related land-disturbance activities.

EROSION CONTROL

The prevention or reduction of the movement of soil particles or rock fragments due to stormwater runoff.

ESTIMATED HABITAT OF RARE WILDLIFE AND CERTIFIED VERNAL POOLS

Habitats delineated for state-protected rare wildlife and certified vernal pools for use with the Wetlands Protection Act regulations (310 CMR 10.00) and the Forest Cutting Practices Act regulations (302 CMR 16.00).

FLOODING

A local and temporary inundation or rise in the surface of a body of water, such that it covers land not usually under water.

GRADING

Changing the level or shape of the ground surface.

GROUNDWATER

Water beneath the surface of the ground.

GRUBBING

The act of clearing land surface by digging or grinding up roots and stumps.

HAZARDOUS OR TOXIC MATERIAL OR WASTE

Any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, corrosive, flammable, reactive, toxic, radioactive, or infectious characteristics, either separately or in combination with any substance or substances, may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, welfare, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed. Toxic or hazardous materials include any synthetic organic chemical, petroleum product, heavy metal, radioactive or infectious waste, acid and alkali, and any substance defined as "toxic" or "hazardous" under MGL c. 21C and MGL c. 21E, and the regulations at 310 CMR 30.000 and 310 CMR 40.0000.

ILLEGAL DISCHARGE

Any direct or indirect nonstormwater discharge to the storm drain system, except as exempted in this chapter.

ILLICIT CONNECTION

~~A surface or subsurface~~ An illicit connection is defined as either of the following: any drain or conveyance, whether on the surface or subsurface, which allows an illegal or illicit discharge into the municipal storm drain system, including but not limited to any conveyances which allow any nonstormwater discharge, including without limitation sewage, process wastewater, and wash water to enter the storm drain system and any connections to the storm drain system from indoor drains, sinks or toilets, regardless of whether said drain or connection had been was previously allowed, permitted, or approved by an authorized enforcement agency before the effective date of this chapter, or any drain or conveyance connected from a commercial or industrial land use to the storm drain system which has not been documented in plans, maps, or equivalent records and approved by an authorized enforcement agency before the effective date of the Stormwater Management Bylaw.

ILLICIT DISCHARGE

Direct or indirect discharge to the municipal storm drain system or a watercourse or the waters of the commonwealth that is not composed entirely of stormwater, except for projects exempted by this chapter or by regulations issued thereunder. The term does not include a discharge in compliance with an NPDES stormwater discharge permit or resulting from firefighting activities exempted pursuant to §194-9.B.D.(1) of the Stormwater Management Bylaw.

IMPERVIOUS SURFACE

Any material or structure on or above the ground that prevents water infiltrating the underlying soil. Impervious surface includes without limitation roads, paved parking lots, sidewalks, and rooftops, structures, artificial turf and compacted gravel or soil.

IMPOUNDMENT

A stormwater pond created by either constructing an embankment or excavating a pit which retains a temporary or permanent pool of water.

INDUSTRIAL ACTIVITY

Activities subject to NPDES industrial permits as defined in 40 CFR 122.26(b)(14).

INFEASIBLE

Not technologically possible, or not economically practicable and achievable in light of best industry practices.

INFILTRATION

The act of conveying surface water into the ground to permit groundwater recharge and the reduction of stormwater runoff from a project site.

LAND-DISTURBING ACTIVITY or LAND DISTURBANCE

Any activity, ~~including without limitation:~~ clearing, grubbing, grading, digging, cutting, excavation of soil, placement of fill, and construction that causes a change in the position or location of soil, sand, rock, gravel, or similar earth material.

LAND USE OF HIGHER POTENTIAL POLLUTANT LOAD (LUHPPL)

Land uses or activities with higher potential pollutant loadings, as defined in the Massachusetts Stormwater Management Standards such as auto salvage yards, auto fueling facilities, fleet storage yards, commercial parking lots with high intensity use, road salt storage areas, commercial nurseries and landscaping, outdoor storage and loading areas of hazardous substances or marinas.

LOAD ALLOCATION or WASTE LOAD ALLOCATION

The maximum concentration or mass of a pollutant which can be discharged to a waterway from nonpoint sources without causing a violation of surface water quality standards as established in an applicable total maximum daily load (TMDL).

LOT

A single parcel of land held in identical ownership throughout and defined by metes, bounds, or boundary lines in a recorded deed or on a recorded plan.

MASSACHUSETTS ENDANGERED SPECIES ACT

MGL c. 131A and its implementing regulations at 321 CMR 10.00 which prohibit the "taking" of any rare plant or animal species listed as endangered, threatened, or of special concern.

MASSACHUSETTS STORMWATER MANAGEMENT POLICY

The policy issued by the Department of Environmental Protection, as amended, that coordinates the requirements prescribed by state regulations promulgated under the authority of the Massachusetts Wetlands Protection Act, MGL c. 131 § 40 and the Massachusetts Clean Waters Act, MGL c. 21, §§ 23 through 56. The policy addresses stormwater impacts through implementation of performance standards to reduce or prevent pollutants from reaching water bodies and control the quantity of runoff from a site.

MASSACHUSETTS STORMWATER MANAGEMENT STANDARDS

The Standards issued by the Department of Environmental Protection, and as amended, that coordinates the requirements prescribed by state regulations promulgated under the authority of the Massachusetts Wetlands Protection Act G.L. c. 131 §. 40 and Massachusetts Clean Waters Act G.L. c. 21, §. 23-56. The Standards address stormwater impacts through implementation of performance standards to reduce or prevent pollutants from reaching water bodies and control the quantity and quality of runoff from a site.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) or MUNICIPAL STORM DRAIN SYSTEM

The system of conveyances designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or man-made or altered drainage channel, reservoir, and other drainage structure that together comprise the storm drainage system owned or operated by the Town of Fairhaven.

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) STORMWATER DISCHARGE PERMIT

A permit issued by the United States Environmental Protection Agency or jointly with the Commonwealth of Massachusetts that authorizes the discharge of pollutants to waters of the United States.

NEW DEVELOPMENT

Any construction activities or land alteration resulting in disturbance on an area that has not previously been developed to include impervious cover.

NONSTORMWATER DISCHARGE

Discharge to the municipal storm drain system not composed entirely of stormwater.

OFF-SITE COMPLIANCE

An approach whereby pollutant removal practices are implemented at redevelopment or retrofit sites at another location in the same HUC12 watershed, as the original project, as approved by the Stormwater Authority.

OPERATION AND MAINTENANCE PLAN

A plan describing setting up the functional, financial and organizational mechanisms for the ongoing operation and maintenance of a stormwater management system to ensure that it continues to function as designed.

OUTFALL

The point at which stormwater flows out from a discernible, confined point source or discrete conveyance into waters of the commonwealth.

OUTSTANDING RESOURCE WATERS (ORWs)

Waters designated by the Massachusetts Department of Environmental Protection as ORWs. These waters

have exceptional sociologic, recreational, ecological and/or aesthetic values and are subject to more stringent requirements under both the Massachusetts Surface Water Quality Standards (314 CMR 4.00) and the Massachusetts Stormwater Management Standards set forth in the Massachusetts Stormwater Management Policy. ORWs include vernal pools certified by the Natural Heritage Program of the Massachusetts Department of Fisheries and Wildlife and Environmental Law Enforcement, all Class A designated public water supplies with their bordering vegetated wetlands, and other waters specifically designated.

OWNER

A person with a legal or equitable interest in property.

PERMITTEE

The person who holds a land disturbance permit and therefore bears the responsibilities and enjoys the privileges conferred thereby.

PERSON

An individual, partnership, association, firm, company, trust, corporation, agency, authority, department or political subdivision of the commonwealth or the federal government, to the extent permitted by law, and any officer, employee, or agent of such person.

POINT SOURCE

Any discernible, confined, and discrete means of conveyance, including, but not limited to, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, or container from which pollutants are or may be discharged.

POLLUTANT

Any element or property of sewage, agricultural, industrial or commercial waste, runoff, leachate, heated effluent, or other matter, whether originating at a point or nonpoint source, that is considered toxic or detrimental to humans or the environment and is or may be introduced into any the municipal storm sewer, water works drain system or any sewage treatment works, or into any water, watercourse or waters of the commonwealth. Pollutants shall include without limitation:

- A. Paints, varnishes, and solvents;
- B. Oil and other automotive fluids;
- C. Nonhazardous liquid and solid wastes and yard wastes;
- D. Refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordnance, accumulations, and floatables;
- E. Pesticides, herbicides, and fertilizers;
- F. Hazardous materials and wastes; sewage, fecal coliform and pathogens
- G. Sewage, fecal coliform, and pathogens;
- HG. Dissolved and particulate metals;
- HH. Animal wastes;
- JL. Rock; sand; salt; soils;
- KJ. Construction wastes and residues; and
- LK. Noxious or offensive matter of any kind.

PRE-CONSTRUCTION

All activity in preparation for construction.

PREMISES

Any building, lot, parcel of land, or portion of land, whether improved or unimproved, including adjacent sidewalks and parking strips.

PRIORITY HABITAT OF RARE SPECIES

Habitats delineated for rare plant and animal populations protected pursuant to the Massachusetts Endangered Species Act and its regulations.

PROCESS WASTEWATER

Water which, during manufacturing or processing, comes into direct contact with or results from the production or use of any material, intermediate product, finished product, or waste product.

RECHARGE

The process by which groundwater is replenished by precipitation through the percolation of runoff and surface water through the soil.

REDEVELOPMENT

Development, rehabilitation, expansion, demolition or phased projects that disturb the ground surface, including impervious surfaces, on previously developed sites. The creation of new areas of impervious surface or new areas of land disturbance on a site constitutes development, not redevelopment, even where such activities are part of a common plan which also involves redevelopment. Redevelopment includes maintenance and improvement of existing roadways, including widening less than a single lane, adding shoulders, correcting substandard intersections, improving existing drainage systems and repaving; and remedial projects specifically designed to provide improved stormwater management, such as projects to separate storm drains and sanitary sewers and stormwater retrofit projects. Any construction, land alteration or improvement of impervious surfaces resulting in earth disturbance that does not meet the definition of new development.

RESPONSIBLE PARTIES

Owners, persons with financial responsibility, persons with operational responsibility, and persons with administrative responsibility.

RUNOFF

Rainfall, snowmelt, or irrigation water flowing over the ground surface.

SEDIMENT

Mineral or organic soil material that is transported by wind or water from its origin to another location; the product of erosion processes.

SEDIMENTATION

The process or act of deposition of sediment.

SITE

Any lot or parcel of land or area of property where land-disturbing activities are, were, or will be performed.

SLOPE

The incline of a ground surface expressed as a ratio of horizontal distance to vertical distance.

SOIL

Any earth, sand, rock, gravel, or similar material.

STABILIZATION

The use, singly or in combination, of mechanical, structural, or vegetative methods, to prevent or retard erosion.

STORMWATER

Any surface flow, runoff, and drainage consisting entirely of water from any form of natural precipitation, and resulting from such precipitation. Runoff from precipitation or snow melt and surface water runoff and drainage.

STORMWATER AUTHORITY

A panel consisting of the Town of Fairhaven Board of Public Works Superintendent, Conservation Agent, and Director of Planning and Economic Development, or their designee.

STORMWATER MANAGEMENT PLAN

A document containing narrative, drawings and details prepared by a registered professional engineer (PE), a registered professional land surveyor (PLS), or a certified professional in erosion and sedimentation control (CPESC) which includes structural and nonstructural best management practices and activities to identify sources of pollution or contamination and the actions to eliminate or reduce pollutant discharges to stormwater, stormwater conveyance systems and/or receiving waters to the maximum extent practicable, and to manage and treat stormwater runoff generated from regulated development activity. A stormwater management plan also includes an operation and maintenance plan describing the maintenance

requirements for structural best management practices. A plan required as part of the application for a Land Disturbance Permit.

STRIP

Any activity which removes the vegetative ground surface cover, including tree removal, clearing, grubbing, and storage or removal of topsoil.

TOTAL MAXIMUM DAILY LOAD or TMDL

A plan required under the Clean Water Act for a pollutant which causes or contributes to a violation of state surface water quality standards in a specific geographic area, and which establishes the maximum amount of that pollutant (referred to as the load allocation and waste load allocation) which may be discharged to the affected waters of the commonwealth by one or more categories of users without violating state surface water quality standards.

TOTAL SUSPENDED SOLIDS or TSS

Material, including but not limited to trash, debris, and sand, suspended in stormwater runoff.

TOXIC OR HAZARDOUS MATERIAL OR WASTE

Any material which, because of its quantity, concentration, chemical, corrosive, flammable, reactive, toxic, infectious or radioactive characteristics, either separately or in combination with any substance or substances, constitutes a present or potential threat to human health, safety, welfare, or to the environment. Toxic or hazardous materials include any synthetic organic chemical, petroleum product, heavy metal, radioactive or infectious waste, acid and alkali, and any substance defined as "toxic" or "hazardous" under MGL c. 21C and c. 21E, and the regulations at 310 CMR 30.000 and 310 CMR 40.0000.

VERNAL POOLS

Temporary bodies of freshwater which provide critical habitat for a number of vertebrate and invertebrate wildlife species.

WASTEWATER

Any sanitary waste, sludge, or septic tank or cesspool overflow, and water that during manufacturing, cleaning, or processing comes into direct contact with or results from the production or use of any material, intermediate product, finished product, by-product, or waste product.

WATERCOURSE

A natural or human-made channel through which water flows, including a river, brook, stream, underground stream, pond or lake.

WATERS OF THE COMMONWEALTH

All waters within the jurisdiction of the commonwealth, including, without limitation, rivers, streams, lakes, ponds, springs, impoundments, estuaries, wetlands, coastal waters, and groundwater.

WETLAND RESOURCE AREA

Area specified in the Massachusetts Wetlands Protection Act MGL c. 131, § 40, and in the Town of Fairhaven Wetlands Protection Bylaw.

WETLANDS

Tidal and nontidal areas characterized by saturated or nearly saturated soils most of the year that are located between terrestrial (land-based) and aquatic (water-based) environments, including freshwater marshes around ponds and channels (rivers and streams), brackish and salt marshes; common names include marshes, swamps and bogs. Freshwater wetland, marsh, bog, wet meadow and swamp are defined in MGL c. 131, § 40, and are collectively known as vegetated wetlands. Credible evidence as to wetland affinities of other vegetation in an area shall be considered in making wetland determinations. As specifically defined in the Massachusetts Wetlands Protection Act but generally include tidal and non-tidal areas characterized by saturated or nearly saturated soils most of the year that are located between terrestrial (land-based) and aquatic (water) environments, including freshwater marshes around ponds and channels (rivers and streams), brackish and salt marshes; common names include marshes, swamps & bogs.

§ 194-51.4 Responsibility for Administration.

The Board of Public Works Stormwater Authority shall administer, implement and enforce this chapter bylaw.

Any powers granted to or duties imposed upon the ~~Board of Public Works Stormwater Authority~~ through this chapter may be delegated in writing by the ~~Board of Public Works Stormwater Authority~~ to its employees or agents of the Town. The process for approval will be determined based on statutory authority.

§ 194-7J5. Waivers.

- (1) Following a public hearing in accordance with the Stormwater Regulations on a waiver request, the ~~Board of Public Works Stormwater Authority~~ may waive strict compliance with any requirement of this chapter ~~bylaw~~ or the rules and regulations promulgated hereunder, where:
 - (a) Such action is allowed by federal, state, and local statutes and/or regulations; and
 - (b) Is in the public interest; and
 - (c) Is not inconsistent with the purpose and intent of this ~~chapter bylaw~~.
- (2) Any applicant must submit a written request to be granted such a waiver. Such a request shall be accompanied by an explanation or documentation supporting the waiver request and demonstrating that strict application of the chapter does not further the purposes or objectives of this ~~chapter bylaw~~.
- ~~(3) All waiver requests shall be discussed and voted on at the public hearing for the project.~~
- (43) If, in the ~~Board of Public Works Stormwater Authority's~~ opinion, additional time or information is required for review of a waiver request, the ~~Board of Public Works Stormwater Authority~~ may continue a hearing to a certain date announced at the meeting. In the event the applicant objects to a continuance, or fails to provide requested information, the waiver request shall be denied.

§ 194-20 1.6. Compliance with provisions of EPA's general permit for MS4s in Massachusetts.

~~This chapter shall be implemented by the Board of Public Works in accordance with the requirements of the EPA's most recent general permit for MS4s in Massachusetts relating to illicit connections and discharges, construction site runoff, and post-construction stormwater management. The Board of Public Works shall include these requirements in any regulations that it issues. The Board of Public Works may establish additional requirements by regulation to further the purposes and objectives of this chapter, so long as they are not less stringent than those in the MS4 general permit for Massachusetts.~~

This bylaw is intended to further the objectives of and to act in concert with any existing federal, state or local laws concerning storm water discharges in the Town of Fairhaven, including but not limited to the requirements of the United States Environmental Protection Agency's most recent General Permit for MS4s, and nothing in this bylaw is intended to limit or restrict the authority of any board, commission or officer of the Town to act in accordance with any federal, state and local laws within their jurisdiction, and in the event of a conflict, the more stringent requirements will control.

§ 194-61.7 Regulations.

~~The Board of Public Works Stormwater Authority may adopt, and periodically amend, rules, regulations, and/or written guidance relating to the terms, conditions, definitions, enforcement, fees, procedures and administration of the Stormwater Bylaw by majority vote after conducting a public hearing to receive comments. Such hearing shall be advertised in a newspaper of general local circulation, once in each of two successive weeks, the first publication being at least fourteen (14) days prior to the hearing date, to effectuate the purposes of this chapter. Failure by the Board of Public Works Stormwater Authority to promulgate issue such rules, or and regulations, or a legal declaration of their invalidity by a court, shall not act to suspend or invalidate the effect of this chapter. Such regulations, rules or guidance may include, without limitation, provisions for the establishment of one or more categories of administrative review approvals for specific types or sizes of projects. Administrative review applications that meet all the standard requirements may be issued by one or more agents designated in writing by the Board of Public Works Stormwater Authority, without the requirement for a public hearing as detailed in this chapter bylaw. Administrative review approval shall comply with all other provisions of this chapter bylaw.~~

§ 194-211.8 Severability.

~~If any provision, paragraph, sentence, or clause of this chapter or the application thereof to any person, establishment or circumstance shall be held invalid for any reason, all other provisions shall continue in full force and effect to the extent permitted by law.~~

The provisions of this bylaw are hereby declared to be severable. If any provision, paragraph, sentence, or

clause of this bylaw or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this bylaw.

§194-2 – DISCHARGES TO THE MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

§194-2.1.A. Applicability

Article II of this bylaw shall apply to all discharges of water entering the municipally owned storm drainage system or going, directly or indirectly, into a watercourse, or into the waters of the Commonwealth, that is generated on any developed or undeveloped lands except as explicitly exempted in this bylaw or where the Stormwater Authority has issued a waiver in accordance with Article I Section 5.

§ 194 4 Applicability.

B. Discharge prohibitions.

- (1) ~~Prohibition of illegal discharges: No person shall discharge or cause to be discharged into the municipal storm drain system or watercourses any materials, including but not limited to pollutants or waters containing any pollutants that cause or contribute to a violation of applicable water quality standards, other than stormwater. The construction, use, maintenance or continued existence of illicit connections to the storm drain system is prohibited. This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection. A person is considered to be in violation of this chapter if the person connects a line conveying sewage to the MS4, or allows such a connection to continue. The commencement, conduct or continuance of any illegal discharge to the storm drain system is prohibited except as described as follows:~~
 - (a) ~~Water line flushing;~~
 - (b) ~~Flow from other potable water sources;~~
 - (c) ~~Landscape irrigation or lawn watering;~~
 - (d) ~~Diverted stream flows;~~
 - (e) ~~Rising groundwater;~~
 - (f) ~~Uncontaminated groundwater infiltration as defined in 40 CFR 35.2005(b)(20);~~
 - (g) ~~Uncontaminated pumped groundwater (e.g., sump pump), provided that where a pump intake exists inside a structure, the operator seeks a permit from the Board of Public Works prior to discharge and thereafter discharges in accordance with the requirements of the permit and applicable laws and regulations;~~
 - (h) ~~Water from exterior foundation drains, footing drains (not including active groundwater dewatering systems), crawl space pumps, or air conditioning condensation;~~
 - (i) ~~Noncommercial washing of vehicles;~~
 - (j) ~~Springs, natural riparian habitat or wetland flows;~~
 - (k) ~~Discharge from swimming pool water (if dechlorinated typically less than one ppm chlorine), provided the water is allowed to stand for one week prior to draining and the pool is drained in such a way as not to cause a nuisance;~~
 - (l) ~~Discharge from street sweeping;~~
 - (m) ~~Firefighting activities;~~
 - (n) ~~Dye testing is an allowable discharge, but requires a verbal notification to the Board of Public Works prior to the time of the test;~~
 - (o) ~~Discharges specified in writing by the Board of Public Works as being necessary to protect public health, safety, welfare, or the environment; and~~
 - (p) ~~The prohibition shall not apply to any nonstormwater discharge permitted under an NPDES permit, waiver, or waste discharge order issued to the discharger and administered under the authority of the Federal Environmental Protection Agency, provided that the discharge is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the storm drain system.~~
- (2) ~~Suspension of MS4 access.~~
 - (a) ~~Suspension due to the detection of illicit discharge. Any person discharging to the MS4 in violation of this chapter may have their MS4 access terminated if such termination would abate or reduce an illicit~~

- discharge. The Board of Public Works will notify a violator of the proposed termination of its MS4 access.
- (b) ~~Suspension due to illicit discharges in emergency situations. The violator may petition the Board of Public Works for a reconsideration and hearing. Any person commits an offense if the person reinstates MS4 access to premises terminated pursuant to this section, without the prior approval of the Board of Public Works.~~
 - (c) ~~The Board of Public Works may, without prior notice, suspend MS4 discharge access to a person when such suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment, or to the health or welfare of persons, or to the MS4 or waters of the United States. If the violator fails to comply with a suspension order issued in an emergency, the Board of Public Works may take such steps as deemed necessary to prevent or minimize damage to the MS4 or waters of the United States, or to minimize danger to persons.~~
 - (3) ~~Industrial or construction activity discharges: Any person subject to an industrial or construction activity NPDES stormwater discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the Board of Public Works prior to the allowing of discharges to the MS4.~~
- C. ~~Exempt activities. The following activities are exempt from the requirements of this chapter:~~
- (1) ~~Normal maintenance and improvement of land in agricultural use as defined by the Wetlands Protection Act (MGL c. 131, § 40) and its associated regulations (310 CMR 10.00).~~
 - (2) ~~Repair of septic systems when required by the Board of Health for the protection of public health and compliance with Subsection B.~~
 - (3) ~~Normal maintenance of existing landscaping, gardens or lawn areas associated with a single-family dwelling, provided such maintenance does not include the addition of more than 50 cubic yards of soil material, construction of any walls, alteration of existing grades by more than one foot in elevation, or alteration of drainage patterns.~~
 - (4) ~~The construction of fencing that will not alter existing terrain or drainage patterns.~~
 - (5) ~~Construction of utilities other than drainage (gas, water, electric, telephone, etc.) that will not alter terrain or drainage patterns.~~

194-4.2.1.B. Discharge prohibitions Prohibited Activities; Exemptions.

- (1) ~~Prohibition of illegal discharges: No person shall discharge or cause to be discharged into the municipal storm drain system or watercourses any materials, including but not limited to pollutants or waters containing any pollutants that cause or contribute to a violation of applicable water quality standards, other than stormwater. The construction, use, maintenance or continued existence of illicit connections to the storm drain system is prohibited. This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection. A person is considered to be in violation of this chapter if the person connects a line conveying sewage to the MS4, or allows such a connection to continue. The commencement, conduct or continuance of any illegal discharge to the storm drain system is prohibited except as described as follows:~~
 - A. Illicit discharges. No person shall dump, discharge, spill, cause or allow to be discharged any pollutant or non-stormwater discharge into the municipal separate storm sewer system (MS4), onto an impervious surface directly connected to the MS4, or, directly or indirectly, into a watercourse, or into the waters of the Commonwealth.
 - B. Illicit connections. No person shall construct, use, allow, maintain or continue any illicit connection to the municipal storm drain system, regardless of whether the connection was permissible under applicable law, regulation or custom at the time of connection.
 - C. Obstruction of municipal storm drain system. No person shall obstruct or interfere with the normal flow of stormwater into or out of the municipal storm drain system without prior written consent from the Stormwater Authority.
 - D. Exemptions.

- (1) Discharge of flow resulting from fire-fighting activities.
- (2) The following non-stormwater discharges or flows are exempt from the prohibition of non-stormwaters provided that the source is not a significant contributor of a pollutant to the municipal storm drain system or, directly or indirectly, into a watercourse, or into the waters of the Commonwealth:
 - (a) Water line flushing;
 - (b) Flow from other potable water sources, with the exception of landscape irrigation and lawn watering;
 - (c) Landscape irrigation or lawn watering;
 - (d) Diverted stream flows;
 - (e) Rising groundwater;
 - (f) Uncontaminated groundwater infiltration as defined in 40 CFR 35.2005(b)(20), or uncontaminated pumped groundwater (e.g. sump pump), provided that where a pump intake exists inside a structure, the operator seeks a permit from the Stormwater Authority prior to discharge and thereafter discharges in accordance with the requirements of the permit and applicable laws and regulations to be issued by the Stormwater Authority;
 - (g) ~~Uncontaminated pumped groundwater (e.g., sump pump), provided that where a pump intake exists inside a structure, the operator seeks a permit from the Board of Public Works prior to discharge and thereafter discharges in accordance with the requirements of the permit and applicable laws and regulations;~~
 - (h) Water from exterior foundation drains, footing drains (not including active groundwater dewatering systems), crawl space pumps, or air-conditioning condensation;
 - (i) Noncommercial washing of vehicles;
 - (j) Springs, natural flow from riparian habitat or and wetlands flows;
 - (k) Discharge from dechlorinated swimming pool water (if dechlorinated typically less than one ppm chlorine), provided the water is allowed to stand for one week prior to draining and the pool is drained in such a way as not to cause a nuisance;
 - (l) Discharge from street sweeping;
 - (m) ~~Firefighting activities;~~
 - (n) ~~Dye testing is an allowable discharge, but requires a provided verbal notification to the Board of Public Works Stormwater Authority prior to the time of the test;~~
 - (o) Discharges specified in writing for which advanced written approval has been received from the Stormwater Authority by the Board of Public Works as being necessary to protect public health, safety, welfare, or the environment; and
 - (p) ~~The prohibition shall not apply to any Nonstormwater discharge permitted under an NPDES permit, waiver, or waste discharge order issued to the discharger and administered under the authority of the Federal Environmental Protection Agency, provided that the discharge is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the storm drain system.~~

§194-2.2. Additional Prohibited Pollutants

Pet Waste: Dog feces is a major component of stormwater pollution; it shall be the duty of each person who owns, possesses, or controls a dog to remove and properly dispose of any feces left by the dog on any public or private property neither owned nor occupied by said person. It is prohibited to dispose of dog feces in any public or private storm drain, catch basin, wetland, or water body or on any paved or impervious surface. Persons walking dogs must carry with them a device designed to dispose of dog feces including, but not limited to, a plastic bag or "pooper scooper." For specific requirements and penalties for violations see General Bylaw Article 87 Animals and Chapter 405 Animals.

§194-4(2)(e)2.3 Emergency Suspension of Storm Drainage System Access

The Board of Public Works Stormwater Authority may, without prior notice, suspend MS4 discharge storm drain access to any person or property without prior written notice when such suspension is necessary to stop an actual or threatened discharge of pollutants which presents or may that present imminent and substantial danger risk of hard to the public health, safety, welfare or to the environment, or to the health or welfare of persons, or to the MS4 or waters of the United States. If the violator In the event any person fails to comply with an

emergency suspension order issued in an emergency, the Board of Public Works Stormwater Authority may take all reasonable such steps as deemed necessary to prevent or minimize damage harm to the MS4 or waters of the United States, or to minimize danger to persons public health, safety, welfare or the environment.

§ 194-182.4 Notification of spills.

Notwithstanding other requirements of local, state or federal law, as soon as any person responsible for a facility or operation, or responsible for emergency response for a facility or operation, has information of any known or suspected release of materials at that facility or operation which are resulting in or may result in illegal discharges or pollutants discharging into stormwater, the storm to the municipal drainage system, or water of the United States Commonwealth, said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of oil or hazardous materials, said person shall immediately notify emergency response agencies the Municipal Fire and Police Departments. of the occurrence via emergency dispatch services. In the event of a release of nonhazardous materials, said person shall notify the Board of Public Works authorized enforcement agency in person or by phone or facsimile no later than the next business day. The reporting person shall provide to the Stormwater Authority written confirmation of all telephone, facsimile or in-person notifications. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the Board of Public Works within three business days of the phone notice thereafter. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the facility owner or operator of such establishment the facility shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

§ 194-192.5 Enforcement.

The Board of Public Works Stormwater Authority or anits authorized agent of the Board of Public Works shall enforce this chapter bylaw and any ; regulations, orders, violation notices, and enforcement orders, and may pursue all civil and criminal remedies for such violations. The Town may enforce this Bylaw or enjoin violations thereof through any lawful process, and the election of one remedy by the Town shall not preclude enforcement through any other lawful means.

- A. Civil relief. If a person violates the provisions of this bylaw, or any associated regulations, permit, notice, or order issued thereunder, the Stormwater Authority may seek injunctive relief in a court of competent jurisdiction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation.
- B. Orders.
- (1) The Board of Public Works Stormwater Authority or anits authorized agent of the Board of Public Works may issue a written order to enforce the provisions of this chapter bylaw or the any regulations thereunder, which may include:
- (a) That unlawful discharges, practices or operations shall A requirement to cease and desist from the violating activity until there is compliance with the chapter and any existing permits.
- (b) Maintenance, installation or performance of additional erosion and sedimentation control measures That measures shall be taken to minimize the discharge of pollutants until such time as the illicit connection shall be eliminated.
- (c) Performance of M monitoring, analyses, and reporting.
- (d) Remediation of erosion and sedimentation resulting directly or indirectly from the land disturbing activity.
- (e) The elimination of illicit connections or discharges to the MS4.
- (f) The abatement or remediation of stormwater pollution or contamination hazards and the restoration of any affected property in connection therewith.
- (2) If the enforcing person determines that abatement or remediation of erosion and sedimentation, stormwater pollution or contamination hazards is required, the order shall set forth a deadline by which such abatement or remediation must be completed. Said order shall further advise that, should the violator or property owner fail to abate or perform remediation within the specified deadline, the Town of Fairhaven may, at its option, undertake such work, and the property owner shall reimburse the Town's expenses. Said orders

shall specify a deadline by which the required action shall be completed and the Stormwater Authority or its designee may further advise that, should the violator or property owner fail to perform the required action or remediation within the specified deadline, the Town may, at its option, undertake such work, at the owner and/or violator's sole costs and expense, that it deems necessary to protect public health, safety and welfare.

- (3) Within 360 days after completing all measures necessary to abate the violation or to perform remediation, the violator and the property owner shall be notified of the costs incurred by the Town of Fairhaven, including administrative costs. The violator or property owner may file a written protest objecting to the amount or basis of costs with the ~~Board of Public Works~~Stormwater Authority within 30 days of receipt of the notification of the costs incurred. If the amount due is not received by the expiration of the time in which to file a protest or within 30 days following a decision of the ~~Board of Public Works~~Stormwater Authority affirming or reducing the costs, or from a final decision of a court of competent jurisdiction, the costs shall become a special assessment against the property owner and shall constitute a lien on the owner's property for the amount of said costs. Interest shall begin to accrue on any unpaid costs at the statutory rate provided in MGL c. 59, § 57 after the 31st day at which the costs first become due.
- (4) ~~Such special assessment shall constitute a lien for the purpose of MGL c. 40, § 58. [Amended 11-12-2019 STM by Art. 12]~~
- C. Criminal penalty. Any person who violates any provision of this ~~chapter~~bylaw, or regulation, order or permit issued thereunder, ~~shall be punished by a fine of not more than \$300 for each offense. may be penalized by indictment or on complaint brought in a court of competent jurisdiction. Except as may be otherwise provided by law and as the court may see fit to impose, the maximum penalty for each violation or offense shall be \$300. Each day or part thereof that such violation occurs or continues shall constitute a separate offense. If more than one, each condition violated shall constitute a separate offense.~~
- D. Noncriminal disposition. ~~As an alternative to criminal prosecution or civil action, the Town of Fairhaven may elect to utilize the noncriminal disposition procedure, in which case the Board of Public Works or authorized agent shall be the enforcing person. The penalty for each violation shall be \$300. Any person who violates any provision of this bylaw, regulation, order or permit issued thereunder may be penalized by non-criminal disposition as set forth in MGL c. 40, § 21D. Each day or part thereof that such violation occurs or continues shall constitute a separate offense. If more than one, each condition violated shall constitute a separate offense.~~
- E. Appeals. All decisions or orders of the ~~Board of Public Works~~Stormwater Authority shall be final. Further relief shall be to a court of competent jurisdiction.
- F. Remedies not exclusive. ~~The remedies listed in this chapter are not exclusive of any other remedies available under any applicable federal, state or local law. Entry to perform duties under this bylaw. To the extent permitted by law, or if authorized by the owner or other party in control of the property, the Stormwater Authority, its agents, officers, and employees may enter upon privately owned property for the purpose of performing their duties under this bylaw and regulations and may make or cause to be made such examinations, surveys or sampling as the Stormwater Authority deems reasonably necessary.~~

§194-2.6. Transitional Provisions

Residential property owners with illicit discharges, connections and/or obstructions to the MS4 shall have a period of 60 days from the effective date of this bylaw to remove such discharges, connections and/or obstructions, unless immediate removal is required for the protection of public health, safety, welfare or the environment. The Stormwater Authority may extend the time for compliance by regulation or by waiver in accordance with Section 6 of this Bylaw.

§194-73– STORMWATER MANAGEMENT AND LAND DISTURBANCE PERMITS

Permit issuance is required prior to any activity disturbing 40,000 or more square feet of land. The site owner or his agent shall apply for the permit with the Board of Public Works. While application may be made by a representative, the permitted must be the owner of the site.

§194-3.1. Applicability

- A. Applications. An application shall be made to the Board of Public Works in a form and containing information as specified in this chapter and in the regulations adopted by the Board of Public Works and shall be accompanied by payment of the appropriate application and review fees. Article III of this Bylaw shall apply to all activities that result in disturbance of 5,000 square feet of land or more that drains to the municipal separate storm sewer system (MS4) or waters of the Commonwealth. Except as authorized by the Stormwater Authority or as otherwise provided in this Bylaw, no person shall perform any activity that results in disturbance of 5,000 square feet of land or more. There are two levels of reviews based on the amount of proposed land to be disturbed as part of a single project and they are as follows:
- 1) Administrative Land Disturbance Review is required for projects disturbing between 5,000 square feet and 20,000 square feet of land.
 - 2) A Land Disturbance Permit is required for disturbance of greater than (20,000 square feet of land or for a proposed use that is listed as a land use of higher potential pollutant loads as defined in the Massachusetts Stormwater Management Standards
- B. Fees. Fees shall be established by Board of Public Works to cover expenses connected with public notice, application review, and monitoring permit compliance. The fee shall be sufficient to also cover professional review. The Board of Public Works is authorized to retain a registered professional engineer or other professional consultant to advise the Board of Public Works on any or all aspects of these plans. Applicants must pay review fees before the review process may begin. Exemptions:
- 1) Maintenance of existing landscaping, gardens or lawn areas associated with a single family dwelling conducted in such a way as not to cause a nuisance;
 - 2) Construction of fencing that will not substantially alter existing terrain or drainage patterns;
 - 3) Construction of utilities other than drainage (gas, water, sewer, electric, telephone, etc.) which will not alter terrain or drainage patterns or result in discharge of sediment to the MS4;
 - 4) Normal maintenance and improvement of land in agricultural or aquacultural use; and
 - 5) Disturbance or redevelopment of land that is subject to jurisdiction under the Wetlands Protection Act that demonstrate compliance with the Massachusetts Stormwater Management Standards and the Town of Fairhaven Stormwater Management Regulations as reflected in a valid Order of Conditions issued by the Conservation Commission.
 - 6) Disturbance of land or redevelopment that are subject to jurisdiction under a special permit or approval of a subdivision plan through the Town Zoning Bylaw and demonstrate compliance with the Massachusetts Stormwater Management Standards and Stormwater Handbook and the Town of Fairhaven Stormwater Management Regulations as reflected in a valid decision issued by the Planning Board.

The Stormwater Authority is authorized to enact regulations to effectuate the purposes of this bylaw, including but not limited to regulations outlining the application requirements for the different levels of review specified in Section A hereof. Any person that fails to follow the requirements of a Land Disturbance Permit and the related Erosion and Sedimentation Control Plan, and Operations and Maintenance Plan issued under the Stormwater Management Regulations shall be in violation of the Town of Fairhaven Bylaws.

§194-4 Applicability:

This chapter shall apply to land-disturbing activities on any developed and undeveloped land within the jurisdiction of the Town of Fairhaven and water and other materials entering the Town of Fairhaven municipal storm drain system. Land disturbance of 40,000 square feet or more in area is hereby prohibited except in compliance with this chapter. The discharge of any substance other than stormwater into the municipal stormwater system is hereby prohibited except in compliance with this chapter.

A. Regulated land disturbance activities.

(1) Regulated activities shall include, but not be limited to:

- (a) Land disturbance of greater than 40,000 square feet, associated with construction or reconstruction of structures;

- (b) Development or redevelopment involving multiple separate activities in discontinuous locations or on different schedules if the activities are part of a larger common plan of development that all together disturbs 40,000 square feet or more of land;
 - (c) Paving, repaving or other change in surface material over an area of 40,000 square feet or more causing a significant reduction of permeability or increase in runoff;
 - (d) Construction of a new drainage system or alteration of an existing drainage system or conveyance serving a drainage area of more than 40,000 square feet;
 - (e) Any other activity altering the surface of an area exceeding 40,000 square feet that will, or may, result in increased stormwater runoff flowing from the property into a public way or the municipal storm drain system; or
 - (f) Construction or reconstruction of a structure or structures with more than 40,000 square feet of roof drainage, or combined roof and surface drainage.
- (2) Erosion and sedimentation control requirement. A project which includes land disturbance of less than 40,000 square feet shall be considered to be in conformance with this chapter if soils or other eroded matter have been or will be prevented from being deposited onto adjacent properties, rights-of-way, public storm drainage systems, or wetlands or watercourses. The design, installation, and maintenance of erosion and sediment control operations and facilities shall adhere to the standards specified in the regulations to this chapter.
- (3) Exempted projects. Notwithstanding the provisions of above, the procedural requirements of this chapter shall not apply to activities which have been approved by the Planning Board or the Conservation Commission, provided that the applicant has submitted to the Board of Public Works a written determination from the Planning Board or the Conservation Commission that the project complies with the performance standards otherwise required by this chapter.

§194-7. H. — Action 3.2. Approval and/or Permit

An applicant seeking an approval and/or permit shall file an appropriate application with the Stormwater Authority in a form and containing information as specified in this bylaw and in regulations adopted by the Stormwater Authority. Approval or permit must be obtained prior to the commencement of land disturbing or redevelopment activity based on thresholds described in the Stormwater Management Regulations.

The Board of Public Works may:

- (1) Approve the application and issue a permit if it finds that the proposed plan will protect water resources and complies with the requirements of this chapter;
- (2) Approve the application and issue a permit with conditions, modifications or restrictions that the Board of Public Works determines are required to ensure that the project will protect water resources and complies with the requirements of this chapter; or
- (3) Disapprove the application and deny a permit if it finds that the proposed plan will not protect water resources or fails to meet the objectives of and to comply with the requirements of this chapter. If the Board of Public Works finds that the applicant has submitted insufficient information to describe the site, the work, or the effect of the work on water quality and runoff volume, the Board of Public Works may disapprove the application, denying a permit.

I. Project changes. The permittee, or his or her agent, must notify the agent of the Board of Public Works in writing of any change or alteration of a land-disturbing activity before the change or alteration occurs. If the agent of the Board of Public Works determines that the change or alteration is significant, the agent of the Board of Public Works may require that an amended application or a full application be filed in accordance with this section. If any change or alteration from the land-disturbance permit occurs during land-disturbing activities, the agent of the Board of Public Works may require the installation of interim erosion and sedimentation control measures before approving the change or alteration.

§194-3.3F. Entry. Filing an application for a land-disturbance permit grants the Board of Public Works or its agent permission to enter the site to verify the information in the application and to inspect for compliance with permit conditions, to the extent permitted by law. Entry to perform duties under this

bylaw. To the extent permitted by law, or if authorized by the owner or other party in control of the property, the Stormwater Authority, its agents, officers, and employees may enter upon privately owned property for the purpose of performing their duties under this bylaw and regulations and may make or cause to be made such examinations, surveys or sampling as the Stormwater Authority deems reasonably necessary.

§ 194-113.4 Inspection and site supervision.

- A. ~~Pre-construction meeting. Prior to clearing, excavation, construction, or any land-disturbing activity requiring a permit, the applicant, the applicant's technical representative, the general contractor, pertinent subcontractors, and any person with authority to make changes to the project, shall meet with the Board of Public Works or its designated agent to review the permitted plans and proposed implementation.~~
- B. ~~Commission inspection. The Board of Public Works or its designated agent shall make inspections as hereinafter required and shall either approve that portion of the work completed or shall notify the permittee wherein the work fails to comply with the approved plans and any conditions of approval. One copy of the approved plans and conditions of approval, signed by the Board of Public Works shall be maintained at the site during the progress of the work. In order to obtain inspections, the permittee shall notify the agent of the Board of Public Works at least three working days before each of the following events:~~
- ~~(1) Erosion and sediment control measures are in place and stabilized;~~
 - ~~(2) Rough grading has been substantially completed;~~
 - ~~(3) Final grading has been substantially completed;~~
 - ~~(4) Bury inspection: prior to backfilling of any underground drainage or stormwater conveyance structures;~~
 - ~~(5) Close of the construction season; and~~
 - ~~(6) Final landscaping (permanent stabilization) and project final completion.~~
- C. ~~Permittee inspections. The permittee or his/her agent shall conduct and document inspections of all control measures no less than weekly or as specified in the permit, and prior to and following anticipated storm events. The purpose of such inspections will be to determine the overall effectiveness of the control plan, and the need for maintenance or additional control measures. The permittee or his/her agent shall submit monthly reports to the Board of Public Works or designated agent in a format approved by the Board of Public Works. The Board of Public Works may require, as a condition of approval, that an environmental site monitor, approved by the Board of Public Works, be retained by the applicant to conduct such inspections and prepare and submit such reports to the Board of Public Works or its designated agent.~~
- D. ~~Access permission. To the extent permitted by law, or if authorized by the owner or other party in control of the property, the Board of Public Works, its agents, officers, and employees may enter upon privately owned property for the purpose of performing their duties under this chapter and may make or cause to be made such examinations, surveys or sampling as the Board of Public Works deems reasonably necessary to determine compliance with the permit.~~

The Stormwater Authority or its designated agent shall make inspections of the work subject to this Bylaw to determine compliance with the Bylaw and regulations and orders of the Stormwater Authority.

§ 194-123.5 Surety.

~~The Board of Public Works Stormwater Authority may require the permittee applicant to post, before the start of land or construction-disturbance activity, a surety bond, irrevocable letter of credit, cash, or other acceptable security. The form of the bond shall be approved by Town Counselthe Stormwater Authority; and be in an amount deemed sufficient by the Board of Public Works Stormwater Authority to insure that the work will be completed in accordance with the permit. If the project is phased, the Board of Public WorksStormwater Authority may release part of the bond as each phase is completed in compliance with the permit, but the bond may not be fully released until the Board of Public Works Stormwater Authority has received the final report as required by § 194-13.6 and issued a certificate of completion.~~

§194-3.6. Final Reports

§ 194-133.6 Final reports.

Upon completion of the work, the permittee shall submit a report (including certified as-built construction plans) from a registered professional engineer (PE), registered professional land surveyor (PLS), or a certified professional in erosion and sedimentation control (CPESC) certifying that all erosion and sedimentation control devices, and approved changes and modifications, have been completed in accordance with the conditions of the approved land disturbance permit. Any discrepancies should be noted in the cover letter.

- A. Administrative Land Disturbance Review: Upon completion of work, the applicant shall submit a written notice to the Stormwater Authority with photographic evidence that the work has been completed in accordance with the approved plan.
- B. Land Disturbance Permit: No later than two (2) years upon completion of work, the applicant shall submit a Final Report, including a topographical as-built plan stamped by a MA Professional Land Surveyor (PLS) and a MA Registered Professional Engineer (P.E.) as applicable, certifying that the site has been developed in substantial compliance with the approved plan including all permanent erosion control devices, stormwater management facilities and, and any approved changes and modifications. Any discrepancies from the approved plan should be noted in the cover letter. The as-built drawings must depict all on site controls, both structural and non-structural, designed to manage the stormwater associated with the completed site (post construction stormwater management). The final report shall also include documentation to verify the stormwater management system has been properly operated and maintained in accordance with the approved O&M Plan.

§194-3.197. Enforcement

1. The Board of Public Works Stormwater Authority or an its authorized agent of the Board of Public Works shall enforce this chapter bylaw and any regulations, orders, violation notices, and enforcement orders, and may pursue all civil and criminal remedies for such violations. The Town may enforce this Bylaw or enjoin violations thereof through any lawful process, and the election of one remedy by the Town shall not preclude enforcement through any other lawful means.

A. Civil relief. If a person violates the provisions of this bylaw, or any associated regulations, permit, notice, or order issued thereunder, the Stormwater Authority may seek injunctive relief in a court of competent jurisdiction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation.

B. Orders.

(1) The Board of Public Works Stormwater Authority or an its authorized agent of the Board of Public Works may issue a written order to enforce the provisions of this chapter bylaw or any regulations thereunder, which may include:

(a) A requirement to cease and desist from the violating land-disturbing activity until there is compliance with the chapter and any existing permits bylaw and provisions of the Land Disturbance Permit.

(b) Maintenance, installation or performance of additional erosion and sedimentation control measures.

(c) Monitoring, analyses, and reporting.

(d) Remediation of erosion and sedimentation resulting directly or indirectly from the land-disturbing activity.

(e) The elimination of illicit connections or discharges to the MS4.

(f) The abatement or remediation of stormwater pollution or contamination hazards and the restoration of any affected property.

If the enforcing person determines that abatement or remediation of erosion and sedimentation, stormwater pollution or contamination hazards is required, the order shall set forth a deadline by which such abatement or remediation must be completed. Said order shall further advise that, should the violator or property owner fail to abate or perform remediation within the specified deadline, the Town of Fairhaven may, at its option, undertake such work, and the property owner shall reimburse the Town's expenses. Said orders shall specify a deadline by which the required action shall be completed and the Stormwater Authority or its designee may further advise that, should the violator or property owner fail

to perform the required action or remediation within the specified deadline, the Town may, at its option, undertake such work, at the owner and/or violator's sole costs and expense, that it deems necessary to protect public health, safety and welfare.

C. Within 30 days after completing all measures necessary to abate the violation or to perform remediation, the violator and the property owner shall be notified of the costs incurred by the Town of Fairhaven, including administrative costs. The violator or property owner may file a written protest objecting to the amount or basis of costs with the ~~Board of Public Works~~ Stormwater Authority within 30 days of receipt of the notification of the costs incurred. If the amount due is not received by the expiration of the time in which to file a protest or within 30 days following a decision of the ~~Board of Public Works~~ Stormwater Authority affirming or reducing the costs, or from a final decision of a court of competent jurisdiction, the costs shall become a special assessment against the property owner and shall constitute a lien on the owner's property for the amount of said costs. Interest shall begin to accrue on any unpaid costs at the statutory rate provided in MGL c. 59, § 57 after the thirtieth (30) day at which the costs first become due.

D. ~~Criminal penalty. Any person who violates any provision of this chapter bylaw, or regulation, order or permit issued thereunder, shall be punished by a fine of not more than \$300 for each offense. may be penalized by indictment or on complaint brought in a court of competent jurisdiction. Except as may be otherwise provided by law and as the court may see fit to impose, the maximum penalty for each violation or offense shall be \$300. Each day or part thereof that such violation occurs or continues shall constitute a separate offense. If more than one, each condition violated shall constitute a separate offense.~~

D. ~~Noncriminal disposition. As an alternative to criminal prosecution or civil action, the Town of Fairhaven may elect to utilize the noncriminal disposition procedure, in which case the Board of Public Works or authorized agent shall be the enforcing person. The penalty for each violation shall be \$300. Any person who violates any provision of this bylaw, regulation, order or permit issued thereunder may be penalized by non-criminal disposition as set forth in MGL c. 40, § 21D. Each day or part thereof that such violation occurs or continues shall constitute a separate offense. If more than one, each condition violated shall constitute a separate offense.~~

E. ~~Appeals. All decisions or orders of the Board of Public Works Stormwater Authority shall be final. Further relief shall be to a court of competent jurisdiction.~~

F. ~~Remedies not exclusive. The remedies listed in this chapter are not exclusive of any other remedies available under any applicable federal, state or local law.~~

~~197-7 C. Information requests. The Board of Public Works may request such additional information as is necessary to enable the Board of Public Works to determine whether the proposed land-disturbance activity will protect water resources and comply with the requirements of this chapter.~~

D. ~~Determination of completeness. The Board of Public Works shall make a determination as to the completeness of the application and adequacy of the materials submitted. No review shall take place until the application has been found to be complete.~~

E. ~~Coordination with other boards. On receipt of a complete application for a land-disturbance permit, the Board of Public Works shall distribute one copy each to the Planning Board, Department of Public Works, Board of Health, and the Building Inspector for review and comment. Said agencies shall, in their discretion, investigate the case and report their recommendations to the Board of Public Works. The Board of Public Works shall not hold a hearing on the land-disturbance permit until it has received reports from said agencies or until said agencies have allowed 45 days to elapse after receipt of the application materials without submission of a report thereon.~~

G. ~~Hearing. Once in receipt of a complete application for a land-disturbance permit, the Board of Public Works shall hold a public hearing and shall take final action within 90 days from the close of the hearing unless such time is extended by agreement between the applicant and the Board of Public Works. Notice of the public hearing shall, at least seven business days prior to said hearing, be given by publication in a local paper of general circulation, and by posting. The Board of Public Works shall be responsible for publishing the notice in a newspaper of general circulation in the city or Town once in each of two~~

successive weeks, the first publication to be not less than 14 days before the day of said hearing, and posting the notice at the Town Hall. The Board of Public Works shall make the application available for inspection by the public during business hours at their Town of Fairhaven Office.

§ 194-8 Erosion and sedimentation control plan.

- A. The erosion and sediment control plan should include a written description of the plan as well as an emergency response outline (including response phone numbers) and a maintenance schedule. The plan shall meet the following objectives and criteria:
- (1) Keep disturbed areas small: no more than 60 feet in width and 100 feet in length of a single lot, or five acres of the overall tract at one time. Said plan shall identify design issues and methods employed to address such items as topography, soils, vegetation, steep slopes, wetlands and water bodies.
 - (2) Stabilize and protect disturbed areas quickly: Exposed areas and stockpiles shall be revegetated within 40 days of being exposed. The Board of Public Works, depending on weather conditions, may require slope and stockpile stabilization sooner. Methods for stabilizing disturbed areas include mechanical, structural, and vegetative. In some cases, some or all of these methods should be combined in order to retard erosion. These methods shall be identified in the erosion and sedimentation control plan.
 - (3) Keep stormwater runoff velocities low: Velocities of runoff should be in the range of two to 10 feet per second. The removal of the existing vegetative cover during the development and the resulting increase in impermeable surface area after development will increase both the volume and velocity of runoff. These increases must be taken into account when providing for erosion control.
 - (4) Protect disturbed areas from stormwater runoff: Conservation measures can be utilized to prevent water from entering and running over the disturbed area. Diversions and other control practices to intercept runoff from higher elevations, store or divert it away from vulnerable areas, and direct it towards stabilized outlets should be utilized. Selected measures should be identified on the plan and in text.
 - (5) Retain sediment within site area: The best way to control sediment is to prevent erosion; however, sediment can be retained by two methods:
 - (a) Filtering runoff as it flows and detaining sediment; or
 - (b) Detain runoff for a period of time so that the soil particles settle out.

§ 194-9 Stormwater management plan.

The stormwater management plan shall contain sufficient information to describe the nature and purpose of the proposed development, pertinent conditions of the site and the adjacent areas, and proposed best management practices for the permanent management and treatment of stormwater. The stormwater management plan shall contain sufficient information for the Board of Public Works to evaluate the environmental impact, effectiveness, and acceptability of the measures proposed by the applicant for reducing adverse impacts from stormwater. The plan shall be designed to meet the Massachusetts Stormwater Management Standards set forth in the Massachusetts Stormwater Management Policy and DEP Stormwater Management Handbook Volumes I and II. The stormwater management plan shall fully describe the project in drawings, and narrative. The applicant shall submit such material as is required for the administration of this chapter.

A. The plan shall meet the standards defined in § 198-31.1A. [Added 6-14-2021 ATM by Art. 59]

B. The plan shall utilize the twenty-four hour rainfall data taken from the NOAA Atlas 14, https://hdsc.nws.noaa.gov/hdsc/pfds/pfds_map_cont.html (or most current data from NOAA), and Type III storm. [Added 6-14-2021 ATM by Art. 59]

§ 194-10 Operation and maintenance plans.

A. An operation and maintenance plan (O&M plan) for the permanent stormwater management system is required at the time of application for all projects. The maintenance plan shall be designed to ensure compliance with this chapter and that the Massachusetts Surface Water Quality Standards contained in 314 CMR 4.00 are met in all seasons and throughout the life of the system. The operation and maintenance plan shall include any requirements deemed necessary by the Board of Public Works to insure compliance with said plan, including without limitation a covenant. The Board of Public Works shall make the final decision of what maintenance option is appropriate in a given situation. The Board of Public Works will

consider natural features, proximity of site to water bodies and wetlands, extent of impervious surfaces, size of the site, the types of stormwater management structures, and potential need for ongoing maintenance activities when making this decision. Once approved by the Board of Public Works, the operation and maintenance plan shall be recorded at the Bristol County Registry of Deeds by the permittee, shall run with the land, shall remain on file with the Board of Public Works and shall be an ongoing requirement. The operation and maintenance plan shall conform to the requirements listed in the regulations adopted by the Board of Public Works for the administration of this chapter. Stormwater management easements shall be provided by the property owner(s) in areas and as necessary to carry out the required maintenance.

B. Changes to operation and maintenance plans.

- (1) The owner(s) of the stormwater management system must notify the Board of Public Works or its agent of changes in ownership or assignment of financial responsibility.
- (2) The maintenance schedule in the maintenance agreement may be amended to achieve the purposes of this chapter by mutual agreement of the Board of Public Works and the responsible parties. Amendments must be in writing and signed by all responsible parties.

§ 194-14 Certificate of completion.

The Board of Public Works will issue a certificate of completion upon receipt and approval of the final reports and/or upon otherwise determining that all work of the land disturbance permit has been satisfactorily completed in conformance with this chapter. The certificate of completion shall be recorded at the Registry of Deeds by the owner(s).

§ 194-15 Monitoring of discharges.

A. Applicability. This section applies to all facilities that have stormwater discharges associated with industrial activity, including construction activity.

B. Access to facilities.

- (1) The Board of Public Works shall be permitted to enter and inspect facilities subject to regulation under this chapter as often as may be necessary to determine compliance with this chapter. If a discharger has security measures in force which require proper identification and clearance before entry into its premises, the discharger shall make the necessary arrangements to allow access to representatives of the Board of Public Works.
- (2) Facility operators shall allow the Board of Public Works ready access to all parts of the premises for the purposes of inspection, sampling, examination and copying of records that must be kept under the conditions of an NPDES permit to discharge stormwater, and the performance of any additional duties as defined by state and federal law.
- (3) The Board of Public Works shall have the right to set up on any permitted facility such devices as are necessary in the opinion of the Board of Public Works to conduct monitoring and/or sampling of the facility's stormwater discharge.
- (4) The Board of Public Works has the right to require the discharger to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the discharger at its own expense. All devices used to measure stormwater flow and quality shall be calibrated to ensure their accuracy.
- (5) Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the operator at the written or oral request of the Board of Public Works and shall not be replaced. The costs of clearing such access shall be borne by the operator.
- (6) Unreasonable delays in allowing the Board of Public Works access to a permitted facility is a violation of a stormwater discharge permit and of this chapter. A person who is the operator of a facility with an NPDES permit to discharge stormwater associated with industrial activity commits an offense if the person denies the Board of Public Works reasonable access to the permitted facility for the purpose of conducting any activity authorized or required by this chapter.
- (7) If the Board of Public Works has been refused access to any part of the premises from which stormwater is discharged, and he/she is able to demonstrate probable cause to believe that there may be a violation of this

chapter, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this chapter or any order issued hereunder, or to protect the overall public health, safety, and welfare of the community, then the Board of Public Works may seek issuance of a search warrant from any court of competent jurisdiction.

~~§ 194-16 Requirement to prevent, control, and reduce stormwater pollutants by use of best management practices.~~

~~The Board of Public Works will adopt requirements identifying best management practices for any activity, operation, or facility which may cause or contribute to pollution or contamination of stormwater, the storm drain system, or waters of the United States. The owner or operator of a commercial or industrial establishment shall provide, at their own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal storm drain system or watercourses through the use of these structural and nonstructural BMPs. Further, any person responsible for a property or premises which is, or may be, the source of an illicit discharge, may be required to implement, at said person's expense, additional structural and nonstructural BMPs to prevent the further discharge of pollutants to the municipal separate storm sewer system. Compliance with all terms and conditions of a valid NPDES permit authorizing the discharge of stormwater associated with industrial activity, to the extent practicable, shall be deemed compliance with the provisions of this section. These BMPs shall be part of a stormwater pollution prevention plan (SWPP) as necessary for compliance with requirements of the NPDES permit.~~

~~§ 194-17 Watercourse protection.~~

~~Every person owning property through which a watercourse passes, or such person's lessee, shall keep and maintain that part of the watercourse within the property free of trash, debris, excessive vegetation, and other obstacles that would pollute, contaminate, or significantly retard the flow of water through the watercourse. In addition, the owner or lessee shall maintain existing privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse.~~

Petitioned by: Board of Public Works, Planning and Economic Development Director

Motion: To adopt as written in the warrant

Select Board: Recommend
Finance Committee: Recommend

ARTICLE 20 BYLAW FLOW NEUTRAL

BYLAW – BEING DRAFTED BY BPW ENGINEER

Petitioned by: Board of Public Works

Motion: To adopt as written in the warrant

Select Board: Recommend
Finance Committee: Recommend

ARTICLE 21 TREE BYLAWS

21A: AMEND BYLAWS, CHAPTER 76 TREE WARDEN

To see if the Town will vote to amend Bylaws, Chapter 76, § 1 as outlined below by striking some of the existing language and adding underlined language.

Chapter 76: Tree Warden

Section 76-1. Appointment; duties; qualifications; term

The Tree Warden shall be appointed by the Town Administrator with the approval of the Select Board, and shall exercise the duties of Tree Warden ~~and of insect pest control~~. Such Tree Warden shall be a Massachusetts Tree Wardens and Foresters Association Tree Warden qualified by training and experience in the field of arboriculture ~~and licensed with the Department of Food and Agriculture in accordance with the provisions of MGL c. 132B, § 10~~ Urban Forestry Management. The term of such appointment shall be for three years.

Petitioned by: Public Works, Conservation and Sustainability, Planning and Tree Warden

Motion: To adopt as written in the warrant

Select Board: Recommend

Finance Committee: Recommend

21B: NEW BYLAW, CHAPTER 88 PUBLIC SHADE TREE

To see if the Town will vote to establish Bylaw, Chapter 88, Public Shade Tree by adding the following language:

Chapter 88: Fairhaven Public Shade Trees

Purpose:

The Town finds that the preservation of existing trees, the promotion of new tree planting and the maintenance of the community's urban forest is a public purpose that protects the public health, welfare, environment, aesthetics and quality of life of the Town and its citizens. The purpose of this bylaw is to promote a diverse, healthy and sustainable urban canopy in order to maintain the historic character of Fairhaven, to provide for the general welfare and enhance the appearance and land values of the Town. The Town has invested substantial resources for many years to plant and maintain trees and these trees belong to the citizens of the Town. The Town also recognizes the need for a highly reliable network of public utilities to supply businesses, homes, hospitals and other services in an area subject to storms and high winds and therefore includes rules for emergency work and tree removal when necessary.

§88-1 Definitions:

Accepted Street: A street or road that has been accepted by and is now owned by the Town.

Alter – To change the condition of any aspect of a Public shade tree or its immediate environment.

Critical Root Zone – The critical root zone of a tree is also referred to as a tree protection zone. Essentially, it is an invisible or imaginary circle that runs along or just outside the drip line of a tree. This area is important to a tree because it is where the most critical tree roots are located beneath the ground. Tree Warden– The appointed agent of the Town having primary enforcement responsibilities under this chapter and MGL c. 87 and charged with the responsibility for review, notification and record keeping required pursuant to this chapter.

Diameter at Breast Height (DBH) – The standard measure of tree having at least four (4) inches in diameter at a height of four and one-half (4.5) feet above the existing grade at the base of the tree. If the tree splits into multiple trunks below four and one-half (4.5) feet above the existing grade, the DBH shall be considered to be the measurement taken at the narrowest point beneath the split.

Imminent or High-Risk Tree - A tree that has structural defects in the roots, stem, or branches that may cause the tree or parts of the tree to imminently or have a high

likelihood of failing, where such failure may cause property damage or personal injury per International Society of Arborists latest edition Risk Assessment Handbook.

Pruning– The selective removal of plant parts, such as branches, buds, or roots to improve the tree’s healthy growth.

Public Shade Tree – Trees, shrubs, bushes, and all other woody vegetation on land lying between property lines on either side of all streets, avenues, or ways within the Town other than a State Highway, and all trees, shrubs, bushes, and as further defined in Massachusetts General Laws Chapter 87, §1. Public shade trees are commonly called Street trees. When it appears in any proceeding in which the ownership of or rights in a tree are material to the issue, that, from length of time or otherwise, the boundaries of the highway cannot be made certain by records or monuments, and that for that reason it is doubtful whether the tree is within the highway or a park or on land surrounding a public building, it shall be taken to be public property until the contrary is shown.

Public Way –Any street or highway that is open to the public and is controlled and maintained by state or municipal government.

Remove (including full and partial tree removal) – The cutting down of any Public Shade Tree or Town Tree and all other acts which cause the actual removal or the effective removal through direct or indirect actions resulting in the death or damage of a public tree, including, but not limited to, excessive or improper pruning.

Town Trees – All trees, other than public shade trees, located on Town lands, including parks, schoolyards, conservation lands, and any other land owned by the Town.

Trimming – Cutting back of plant material for reason other than health concerns, e.g. for shape or appearance.

§88-2 Protection of Public Shade Trees and Town Trees:

1) Tree Warden:

- A. The Tree Warden shall have the primary care and control of all public shade trees, shrubs and growths in the town. This includes public shade trees in the Right of Way of streets, except those within a state highway. The Tree Warden shall also have the primary care and control of town trees if so requested in writing by the town board or department with authority over that Town land.
- B. The Tree Warden shall be a Massachusetts Tree Wardens and Foresters Association qualified Tree Warden.
- C. The Tree Warden shall enforce all the provisions of MGL Chapter 87 and this bylaw and any other town policies regarding public shade trees and town-owned trees other than those residing on Conservation Commission land.
- D. The Tree Warden shall adhere to the regulations for the care, preservation, maintenance and removal of public shade trees, or other trees under their control, as established in this bylaw.
- E. The Tree Warden may designate a qualified Deputy Tree Warden with the approval of the Town Administrator.

2) Permitting:

- A. The town will have an approved permitting policy in regard to working on or around public shade trees. The policy will be approved by the Select Board.
- 3) **Intended or Negligent Damage to Public Shade Trees**
 - A. The town will have a fine schedule for damage, whether intended or due to negligence to public shade trees. The fine schedule will be approved by the Select Board.
- 4) **Planting:**
 - A. The Tree Warden will be responsible for planting public shade trees. The species planted will be selected from the University of Massachusetts Forestry Department recommendations as well as the Massachusetts Department of Conservation and Recreations guidelines.
 - B. Every public shade tree removed by the town or any other entity will be replaced on a one-for-one basis at least. Under special circumstances where there are very few trees in a given area if a tree is removed a two-for-one may be required by the Tree warden. If the tree removed is in such a location that does not support the replanting of a tree then another local site can be utilized.
 - C. Public shade trees and all town-owned trees will be planted utilizing best management practices per the latest edition of ANSI A300 standards.
- 5) **Maintenance:**
 - A. Pruning and Trimming Standards: All pruning and trimming of public shade trees will be done to the latest edition of the International Society of Arborists 300 standards.

Petitioned by: Public Works, Conservation and Sustainability, Planning and Tree Warden

Motion: To adopt as written in the warrant

Select Board: Recommend ___
 Finance Committee: Recommend ___

ARTICLE 22 CITIZENS PETITION – STREET LIGHT

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds a sum of money for the installation and maintenance of the following street light on pole 30412, across from Bass Creek Road, or take any action relative thereto:

Petitioned by: Connie Hilton

Motion: To be provided by petitioner

Select Board: Recommend ___
 Finance Committee: Recommend ___

ARTICLE 23 CITIZENS PETITION – LEGISLATION FOR A RESTAURANT/ALL ALCOHOL LICENSE

To see if the Town will vote to amend authorize the Select Board of the Town of Fairhaven to petition the General Court for the passage of legislation authorizing the issuance of a Restaurant/All Alcohol License to Southcoast Pickleball LLC of 4 David Drawn Blvd. in the Town of Fairhaven, notwithstanding any limitations on the number of licenses issued under the provisions of Chapter 138 of the Massachusetts General Laws as amended. This license is non-transferable to another location, but the licensing authority may grant the license to a new applicant at the same location.

Petitioned by: Southcoast Pickleball, LLC

Motion: To be provided by petitioner

Select Board: Recommend

Finance Committee: Recommend

ARTICLE 24 CITIZENS PETITION – REVOKE ARTICLE 22 § 5

To see if the Town will vote to revoke Article 22 of the May 6, 2023 Town Meeting “Amend bylaws, Chapter 83 Alcoholic Beverages and Drugs”

We, the undersigned voters and I come as a whole to address the recent ban on the sale of alcohol containers less than less than 100ml. We are unhappy with the bylaw change that was put into place at the annual town meeting on May 6, 2023. I petition for the Town of Fairhaven to revoke Article 22: Section 5, Prohibit Sale of Plastic Alcohol “Nip” Bottles. In addition, I petition the members of Town to put the issue on the ballot and let the voters decide on it.

Petitioned by: Stevie Pimental and Robert C. Santos

Motion: To be provided by petitioner

Select Board: Recommend

Finance Committee: Recommend

ARTICLE 25 OTHER BUSINESS

To act upon any other business which may legally come before this meeting.

And you are hereby directed to serve this warrant by posting an attested copy thereof on or near the front or main entrance of the polling place for all Precincts at the Fairhaven Recreation Center, 227 Huttleston Avenue, seven days at least prior to the date of the meeting.

Appendix A, Article 6A General Fund Operating Budget

Appendix B, Article 10A Funding of Articles

Appendix C, Article 13, FY25 Community Preservation Committee Appropriations, Project Summary and Descriptions

NOTE: Calendar Year (CY) 2023 Salaries can be found in the 2023 Annual Report

INVOICE



| | |
|--|---|
| SHIP TO: 1186901 | MAKE PAYMENT TO: |
| TOWN OF FAIRHAVEN FIRE DEPT 146 WASHINGTON ST FAIRHAVEN MA 02719 | STRYKER SALES, LLC P.O. BOX 93308 CHICAGO, IL 60673-3308 PH - 1-800-733-2383 |
| BILL TO: 1186901 | The price shown on this invoice is net of discounts provided at the time of purchase. Some of the products listed on this invoice may be subject to rebates or additional discounts, for which documentation is provided by Stryker. You must properly report and appropriately reflect discounts and rebates in Medicare/Medicaid cost reports and all claims for payment filed with third party payors as required by law or contract, and provide agents of the United States or a state agency with access to all information from Stryker concerning discounts and rebates upon request. |
| TOWN OF FAIRHAVEN FIRE DEPT 146 WASHINGTON ST FAIRHAVEN MA 02719 | |

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| INVOICE NUMBER | DATE | CUSTOMER P.O. | SALES REP | ORDER NUMBER | PAGE |
|----------------|----------|-----------------|---------------|--------------|--------|
| 3810948DM | 07/01/22 | Josh Benoit 7/1 | RIBEIRO, ABEL | 10879865 SO | 1 of 1 |

| | |
|------------------------------|------------------------------|
| TERMS | SHIPPING METHOD |
| Net 30 days | |
| SHIPPING INSTRUCTIONS | DELIVERY INSTRUCTIONS |
| | |

| LINE NO. | DESCRIPTION | ITEM NUMBER | GTIN | PROMO CODE | SERIAL NUMBER | QUANTITY SHIPPED | UNIT PRICE | EXTENDED PRICE |
|----------|---|--------------|------|------------|---------------|------------------|------------|----------------|
| 1.000 | CBL, 4WIRE LIMB LEAD-5FTAHA, 1 | 11111-000018 | | | | 3 | 280.5000 | 841.50 |
| 3.000 | 2 LEAD ECG 3RD ED RAINBOW DCI-DC8,AD REUSESNSR,8 FT,REF 2407,ROHS | 11171-000032 | | | | 2 | 675.2000 | 1,350.40 |

| | | | | |
|---|-----------------|-----------------|------------------|--------------|
| CLAIMS FOR SHORT SHIPMENT MUST BE MADE WITHIN 30 DAYS OF RECEIPT. NO MERCHANDISE MAY BE RETURNED TO STRYKER FOR CREDIT WITHOUT OUR EXPRESS PERMISSION IN ADVANCE. Subject to applicable shipping and handling charges | CURRENCY | SUBTOTAL | SALES TAX | TOTAL |
| | USD | 2,191.90 | | 2,191.90 |

FINANCE CHARGE OF 1 1/2% (ANNUAL PERCENTAGE RATE IS 18%) IS ADDED TO ALL PAST DUE ACCOUNTS.

* Lease payment plans are available. If interested, please contact A/R immediately to start the application process. 06/29/2022 22:18:53

GCG Associates, Inc.

84 Main Street
Wilmington, MA 01887, USA
Tel: 978-657-9714
mike.carter@gcgassociates.net
www.gcgassociates.net

Angie Lopes Ellison
Town of Fairhaven
40 Center Street
Fairhaven, MA 02719

INVOICE

INVOICE DATE: 6/23/2023
INVOICE NO: 18399
BILLING THROUGH: 6/17/2023

1935-1 - Hiller & Timothy Subdivision (Town Counsel)

Managed By: Michael J Carter

Review project and prepare letter for Town Counsel regarding projects noncompliance with rules and regulations.

PROFESSIONAL SERVICES

| ACTIVITY | DESCRIPTION | HOURS | AMOUNT |
|-----------------------|-----------------|-------------|-----------------|
| PM: | Project Manager | 1.50 | \$195.00 |
| TOTAL SERVICES | | 1.50 | \$195.00 |

SUBTOTAL \$195.00

AMOUNT DUE THIS INVOICE \$195.00

This invoice is due on 7/23/2023