



FAIRHAVEN SELECT BOARD AGENDA

Tuesday, October 13, 2026 6:00 p.m.

Town Hall – 40 Center Street – Fairhaven

The meeting can also be viewed on Channel 97 or on FairhavenTV.com

A. PUBLIC COMMENT

B. APPOINTMENTS / COMMUNITY ITEMS

1. Consider Amendments to the AFSCME Highway Collective Bargaining Agreement
 - a. Reclassification of the Vehicular Maintenance Staff
 - b. Amend Drug and Alcohol Policy
2. Request to Use the Academy Building: Fairhaven Historical Society
3. Request from Locations+ to Film 47 Brand Apparel Project in Fairhaven
4. Use of Town Hall: Drama Therapeutic Workshop: Saturday, November 14, 2026
5. Lawton Street Pole Replacement-Retroactive Permit WO 14079394
6. Review of Open Volunteer Opportunities

C. EXECUTIVE SESSION

1. Pursuant to G.L. c. 30A, § 21(a)(2) “to conduct collective bargaining sessions New England Police Benevolent Association Local 106, Dispatchers; Open Session May Follow.”

D. ACTION / DISCUSSION

1. Consider Memorandum of Agreement with Dispatch Union
2. Discussion on Town Accountant Succession Planning
3. Declare Surplus Items (page 2)
4. Discussion on Draft Artificial Intelligence (AI) Policy
5. Consider Support of Local Letters to the Commonwealth Regarding State Housing and Zoning Proposals
6. Review and Close Special Town Meeting Warrant

E. TOWN ADMINISTRATOR

F. BOARD MEMBER ITEMS / COMMITTEE LIAISON REPORTS

G. MINUTES

1. Accept the Open Session minutes of September 28, 2026

H. NEWS AND ANNOUNCEMENTS

1. The Town board reappointment meeting will be on *Wednesday, October 14, 2026* at 6:00PM
2. The next scheduled Select Board meeting will be on *Monday, October 26, 2026* at 6:30pm

I. ADJOURN

Agenda Item D3**Declare Surplus Items**

ITEM	DESCRIPTION (if applicable)	Department	#
Large metal desktop file organizer	silver, approx 16" long with 4 slots	Town Hall	2
Random desktop pen/pencil holder	one clear, one light teal	Town Hall	2
11 piece ratchet set	Craftsman Ratchet Set	Police Dept	1 set
24" crescent wrench	Jobsmart Crescent Wrench	Police Dept	1
20 oz hammer	Milwaukee Hammer	Police Dept	1
Estwing Camper's Axe	Camper's Axe	Police Dept	1
Monster Wireless Speakers	Monster Wireless Speakers (new)	Police Dept	5
2005 Chevy Tahoe	Frame deemed unsafe - rot	Fire	1
Welding tanks and cart	Old units, tanks need to be tested, not needed	Fire	1
Arc Air Tool	Old unit, no longer needed	Fire	1 kit
1988 Nissan Outboard 70 HP motor	1988 Nissan Outboard 70 HP motor	Harbormaster	1
2012 Ford E-Series Van	129,287 miles, rotted frame, deemed unsafe, surplus-parts	Council on Aging	1
2011 Ford F250	Rotted frame, deemed unsafe - Surplus Parts	School Department	1
2007 Ford F250	Rotted frame, doesn't drive, deemed unsafe - Surplus Parts	School Department	1



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ANNOUNCEMENTS:

On March 28th, 2025, the bill to extend Open Meeting Law regulations governing remote participation has passed the MA legislature and been signed by the Governor. This bill will allow remote and hybrid meeting options for public bodies through June 30, 2027.

Pursuant to an amendment to Town By-Law Chapter 50-13, all government meetings are available through web/video conference and are recorded.

This meeting is being recorded by the Government Access Channel. It will be replayed on Channel 97 and posted on FairhavenTV.com. Anyone intending to make an audio or video recording of this meeting should notify the Chair at this time.

Due to recent security breaches, Fairhaven TV has implemented a new protocol: Zoom camera video for all participants is disabled. If participants would like to speak or be recognized, click “raise hand” under “reactions”, and change your name to a full name to be unmuted. Thank you for your cooperation in protecting the integrity of Fairhaven government meetings.

A. PUBLIC COMMENT

B. APPOINTMENTS / COMMUNITY ITEMS

1. Consider Amendments to the AFSCME Highway Collective Bargaining Agreement
 - Reclassification of the Vehicular Maintenance Staff - Public Works Director Vinnie Furtado met with the Select Board recently and presented the Board of Public Works recommendation to reorganize and reclassify several positions in the Vehicle Maintenance staff. The purpose of this request is to properly compensate staff for an increased level of capability with vehicle repairs and maintenance. Current staff has been trained to use technology to diagnose and repair the wide range of vehicles operated by the Town. Maintenance that was completed by outside vendors will now be completed by Town staff, saving the Town on maintenance costs.
 - Amend Drug and Alcohol Policy – After the current collective bargaining agreement was ratified, Public Works Administration noticed that some of the language included in the contract was not consistent with the federal and state’s drug and alcohol policy for employees who are required to have a CDL license. This amendment will bring the language in the agreement into compliance.

Suggested Motion:

“Move to (approve/not approve) the Reclassification of the Vehicular Maintenance Staff and Drug and Alcohol Policy amendments to the current collective bargaining agreement between the Town of Fairhaven and the AFSCME Highway bargaining unit.”

Moved by, seconded by _____. Any discussion on the motion. Vote.

2. **Request to Use the Academy Building: Fairhaven Historical Society.** The Historical Commission and Historical Society are seeking the Board’s approval to use the first floor and multi-purpose room of the Academy Building. The Board’s packet contains a letter from member Beth Luey outlining the proposed use.

Suggested Motion:

“Move to (approve/not approve) use of the Academy Building by the Historical Commission and Historical Society (as presented/as amended).”

Moved by, seconded by _____. Any discussion on the motion. Vote.

Log on or call 1-929-205-6099, Meeting ID: 860 2838 7081, Passcode: 484211

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

3. **Request from Locations+ to Film 47 Brand Apparel Project in Fairhaven.** Raymond Forbes of Locations+ contacted the office to inquire about taking photographs for their apparel in and around Town and will present additional details at the meeting. They have been introduced to the Police Department for guidance on traffic control and police details.

Suggested Motion:

“Move to (approve/not approve) the request from Locations + to photograph in locations within Fairhaven that will be included in the advertising of their clothing brands. Further, Locations + will comply with all traffic control requirements made by the Fairhaven Police Department.”

Moved by, seconded by _____. Any discussion on the motion. Vote.

4. **Use of Town Hall: Drama Therapeutic Workshop: Saturday, November 14, 2026.** Aaron Dore applied to use Town Hall for a Drama Therapeutic Workshop on November 14, 2026. The Board’s packet contains the application. Facilities will have a custodian on site and normal rates apply.

Suggested Motion:

“Move to (approve/not approve) use of Town Hall for a Drama Therapeutic Workshop (as presented/as amended).”

Moved by, seconded by _____. Any discussion on the motion. Vote.

5. **Lawton Street Pole Replacement-Retroactive Permit WO 14079394.** Public Works requested a pole relocation in 2023. Eversource performed the work at the Town’s request and is seeking the Board’s approval for the retroactive permit to align with their records. Joshua Crabb, Highway Superintendent submitted a memo for the Board’s packet in support of the request.

Suggested Motion:

“Move to (approve/not approve) the request for a retroactive permit for the pole relocation at 12 Lawton Street WO 14079394 (as presented/as amended).”

Moved by, seconded by _____. Any discussion on the motion. Vote.

6. **Review of Open Volunteer Opportunities.** As part of the Board’s efforts to highlight volunteer opportunities, the Board’s packet contains a list of recent resignations and openings that appear on the Volunteer Opportunities page of the Town’s website as of the morning the agenda is posted. The list may change as openings are identified. Interested applicants should review the page and can contact the Town Administrator’s office with any questions.

C. EXECUTIVE SESSION

1. Pursuant to G.L. c. 30A, § 21(a)(2) “to conduct collective bargaining sessions New England Police Benevolent Association Local 106, Dispatchers; Open Session May Follow.”

D. ACTION / DISCUSSION

1. **Consider Memorandum of Agreement with Dispatch Union.** The Board’s packet contains the Memorandum of Understanding for a two-year period beginning July 1, 2026 through June 30, 2028 along with the financial impact analysis. The costs associated with this MOU are included in the Police Department’s FY27 budget. The warrant article on the Fall Town Meeting warrant would not need to include a request to appropriate any additional funds.

Chief Dorgan will attend the Board meeting to answer any questions.

Suggested Motion:

“Move to (approve/not approve) the Memorandum of Agreement between the Town and the Dispatch Union and place a warrant article on the Fall Town Meeting warrant for voter consideration.”

Moved by, seconded by _____. Any discussion on the motion. Vote.

2. **Discussion on Town Accountant Succession Planning.** This agenda item is for information and discussion purposes only. Assistant Town Administrator and Town Accountant Anne Carreiro has notified the Town Administrator that she is planning on retiring in July, 2027. The Town Administrator recommends scheduling the recruitment and hiring process that would allow approximately a month of overlap (June, 2027) for the new Accountant to work with Ms. Carreiro. Given the critical nature of this role, The Town Administrator is seeking a proactive transition plan to a new Town Accountant.

Included in the Fall Town Meeting warrant is Article 5 which seeking authority to transfer the remaining funds in the amount of \$30,348 from Article 7A of the May 6, 2023 Town Meeting. This funding request would fund the full time Assistant Town Accountant position for the remainder of FY27 and fund the costs associated with hiring and approximately one month of new Town Accountant’s salary to allow Ms. Carreiro to work with her successor for approximately one month to assist in the transition.

Suggested Motion:

No motion necessary.

3. **Declare Surplus Items (page 2).** Staff was made aware of a Charter provision that members of Town boards and committees be included on the notice of surplus items and then wait 30 days before said surplus items are released for sale or disposal. The surplus list was resent as outlined in the Charter as of September 9, 2026. The office is seeking the Board to declare the list surplus so that the items can be disposed of or sold depending on value according to the Town’s Surplus policy.

Suggested Motion:

“Move to declare the items as listed on page 2 of the agenda as surplus.”

Moved by, seconded by _____. Any discussion on the motion. Vote.

4. **Discussion on Draft Artificial Intelligence (AI) Policy.** Vice Chair Mello introduced two draft AI policies at the September 28th Board meeting. The Board voted to table the discussion to allow Board members to review the draft policies and present any suggested amendments at tonight’s meeting. Once the discussion is complete, the Board should consider making a motion on the policy.

Suggested Motion:

“Move to adopt the Town of Fairhaven Artificial Intelligence Policy (as presented/as amended)”

Moved by, seconded by _____. Any discussion on the motion. Vote.

5. **Consider Support of Local Letters to the Commonwealth Regarding State Housing and Zoning Proposals:** Representatives from the Acushnet and Mattapoisett Select Boards recently approached Chair Romano seeking the Fairhaven Select Board vote to support and sign a letter to be sent to Senator Montigny and Representative Sylvia. The letter is requesting the State review the possible impacts of the statewide zoning proposals that they have proposed. A copy of the draft letter is in your Board materials.

Suggested Motion:

““Move to (approve/not approve) the local aid letter (as presented/as amended) to be presented to Senator Montigny and Representative seeking the Commonwealth reconsider the statewide zoning requirements currently being proposed by the State.”.”

Moved by, seconded by _____. Any discussion on the motion. Vote.

6. **Review and Close Special Town Meeting Warrant-** Included in your Board materials is a draft of the Special Town Meeting warrant for your review. This agenda item has been included to provide the Select Board an opportunity to review the warrant and ask any questions prior to the warrant being closed. Once closed, the warrant cannot be changed without the Board reopening the warrant.

Suggested Motion:

“Move to close the Special Town Meeting warrant.”

Moved by, seconded by _____. Any discussion on the motion. Vote.

E. TOWN ADMINISTRATOR

F. BOARD MEMBER ITEMS / COMMITTEE LIAISON REPORTS

G. MINUTES

1. Accept the Open Session minutes of September 28, 2026

Suggested Motion:

“Move to (accept/not accept) the Open Session Minutes of September 28, 2026 (as presented/as amended).”

Moved by, seconded by _____. Any discussion on the motion. Vote.

H. NEWS AND ANNOUNCEMENTS

1. The Town board reappointment meeting will be on **Wednesday, October 14, 2026** at 6:00PM
2. The next scheduled Select Board meeting will be on **Monday, October 26, 2026** at 6:30pm

I. ADJOURN



October 13, 2026

APPOINTMENTS AND COMMUNITY ITEMS

1. Consider Amendments to the AFSCME Highway Collective Bargaining Agreement
 - a. Reclassification of the Vehicular Maintenance Staff
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khickey@fairhaven-ma.gov

From: Vincent Furtado <vfurtado@fairhaven-ma.gov>
Sent: Tuesday, October 6, 2026 2:36 PM
To: Keith Hickey
Subject: Side Letters
Attachments: Fairhaven - D&A Policy - 10.05.2026.pdf; Fairhaven - Highway Restructuring Side Letter - 10.05.2026.pdf

Hi Keith

Attached are the two side letters requiring the Selectboard Chair's signature. One letter outlines growth opportunities for both the garage staff (if/when vehicle diagnostic capability is achieved) and the foreman (contingent upon the tree department shifting from a contracted to a more internal effort). I explained this agreement to the Selectboard in executive session a few weeks ago and then the Selectboard voted to accept it in open session. If the document had been ready then, I assume it would have been signed but we only recently received it from the attorneys.

The other document is merely housekeeping to ensure the Town complies with Federal DOT requirements (the wording is actually more protective, than needed, to the Town) regarding random drug testing for truck drivers.

We have these side letters because we are mid-stream of negotiations; otherwise, these provisions would have just been included in the Highway Collective Bargaining Agreement which the Selectboard signs per the Charter.

Thanks

Vinnie

Vinnie Furtado
Public Works Superintendent
Fairhaven, MA

THE TOWN OF FAIRHAVEN

AND

**COUNCIL 93, Local 851 AMERICAN FEDERATION OF STATE, COUNTY, AND
MUNICIPAL EMPLOYEES AFL-CIO**

This **AGREEMENT** is entered into by and between the Town of Fairhaven, Massachusetts, a Massachusetts Municipal Corporation (the "Town") and American Federation of State, County, and Municipal Employees AFL-CIO, Council 93 (the "Union"), Local 851 (collectively, the "Parties").

WHEREAS, the Town and Union are parties to a collective bargaining agreement (the "CBA") with a term beginning July 1, 2025, and expiring on June 30, 2028;

WHEREAS, the Town and the Union have met to discuss their shared desire to restructure the Highway Department personnel;

WHEREAS, the restructuring would include reclassifying the existing garage staff, eliminating the position of Garage Foreman, and adding the position of Senior Highway Working Foreperson, the details of which are contained herein; and

WHEREAS, the Parties have met to bargain over the potential impact of this change, and the Union assents to these changes, subject to the terms and conditions provided herein.

NOW THEREFORE, in consideration of the foregoing and the mutual agreements and understandings set forth herein, the Parties hereto agree as follows:

1. **Senior Highway Working Foreperson.** The Parties agree to add the new position of Senior Highway Working Foreperson to the Union. The Senior Highway Working Foreperson shall have the same duties and responsibilities as a Working Highway Foreperson, as well as the additional administrative and oversight duties described in **Exhibit A**.
 - a. **Oversight.** The Senior Highway Working Foreperson shall in the absence of the Highway Superintendent, supervise and oversee the highway working foreperson and other highway department staff down the chain of command and when otherwise deemed appropriate by the Highway Superintendent or DPW Superintendent. Senior Highway Working Foreperson, in the absence of Garage Supervisor, Highway Superintendent, and the DPW Superintendent, shall coordinate daily assignments and tasks as appropriate with the garage staff.
 - b. **Qualifications.** To become eligible for the position of Senior Highway Working Foreperson, the employee must have held the title of Working Highway Foreperson for a minimum of five (5) years and demonstrate to the Board of Public Works, and its designee(s), in their collective opinion and discretion, that they possess the

necessary skills and qualifications for performance of the additional administrative responsibilities required of the position.

- c. **Out of Grade Pay.** When the Highway Superintendent has a planned absence, the Senior Highway Working Foreperson shall receive a working out-of-grade stipend beginning on the third (3rd) day of the absence at a rate of an additional twelve (\$12) dollars per hour, for all hours actually worked. When the Highway Superintendent has an unplanned absence, the Senior Highway Working Foreperson shall receive an additional twelve (\$12) dollars per hour for all hours actually worked beginning on the first (1st) day of the absence. Planned absences shall be defined as those for which the Highway Superintendent was able to plan and set the schedule for the following shift. If both the Senior Highway Working Foreperson and the Highway Superintendent are absent, the Highway Working Foreperson shall be paid an additional working out-of-grade stipend of twelve (\$12) dollars per hour for all hours actually worked until either the Senior Highway Working Foreperson or the Highway Superintendent returns.
 - d. **Classification.** This position will be classified as a Grade 10, a schedule for which has been provided as **Exhibit B**.
 - e. **Filling the Positions.** The Parties agree that at all times the Town shall have a maximum of two (2) employees in the roles of Senior Highway Working Foreperson and Highway Working Foreperson. In the event that there are two (2) employees in the position of Highway Working Foreperson, then the Senior Highway Working Foreperson position shall remain unfilled. If there is an employee in the role of Senior Highway Working Foreperson, then only one employee shall hold the position of Highway Working Foreperson. Moreover, the Town shall never be obligated to fill the position of Senior Highway Working Foreperson and the position may remain vacant until such a time that the Board of Public Works determines that there is a qualified Highway Working Foreperson, in their sole discretion.
 - f. **Intent of the Position.** This is intended as a promotional career growth opportunity for the existing foreperson and shall not warrant the creation of a third highway foreperson. The Town shall continue to employ two employees in the position of Highway Working Foreperson, with one of the Highway Working Forepersons considered for the distinction of Senior Highway Working Foreman.
2. **Garage Foreman.** The Parties agree to remove the position of Garage Foreman from the Union. The Parties agree that the position is no longer needed and has been made obsolete by other Department restructuring that has taken place over the last five (5) years. As such, this position will be removed from the Union and eliminated from the Department entirely.

3. **Reclassification.** The Parties agree to amend the Grade 9 & 9A classification description to remove references to the Working Foreman Motor Equipment Repairer and replace those Grade 9 references with the title Working Motor Equipment Repairer. Additionally, all the Grade 7 classification of Working Motor Equipment Repairer shall be retitled to the Entry Level Working Equipment Repairer. Qualification for Working Motor Equipment Repairers shall be as described in Section 4(d) herein. All employees currently classified as a Working Motor Equipment Repairer shall maintain that title and receive Grade 9 compensation beginning on the effective date of this Agreement.
4. **CBA Modification.** The Parties agree to modify the Collective Bargaining Agreement (“CBA”) accordingly, to include the following amendments:

a. **Entire CBA.** Remove all language regarding the “Garage Foreman,” as this position will be eliminated pursuant to Section 2 of this Agreement.

b. **Article X, Section 6:** The Parties agree to add a new Section 6 to Article X of the CBA, which shall read as follows:

“Section 6 – Emergencies Requiring Mechanic Assistance

In the event of an emergency requiring the assistance of a Mechanic the Senior Working Highway Foreperson, the Foreperson, or Highway Superintendent shall call a Mechanic in to work based on the overtime lists. The Senior Highway Foreperson, Foreperson, or Highway Superintendent shall also be responsible for calling the Garage Supervisor to address the mechanic emergency needs. It shall be the duty of the Garage Supervisor to call for additional Mechanics depending on the severity of the emergency and their assessment of the need for emergency service.”

c. **Article XXIV, Working Out of Classification:** The Parties agree that Article XXIV of the CBA shall be amended by adding the following sentence to the end of the section:

“In the event of absence of the Garage Supervisor for any reason, the most senior garage staff shall receive a working out-of-grade stipend of six (\$6) dollars per hour.”

Moreover, the last paragraph of the Article shall be revised to read as follows:

“In the event of a planned absence of the Highway Superintendent, for vacation, sick time, personal time, comp time, or leave of absence, the Senior Highway Working Foreperson shall receive a working out-of-grade stipend beginning on the third (3rd) day of the absence at a rate of an additional twelve (\$12) dollars

per hour, for all hours actually worked. In the event of an unplanned absence of the Highway Superintendent, for vacation, sick time, personal time, comp time, or leave of absence, the Senior Highway Working Foreperson shall receive an additional twelve (\$12) dollars per hour for all hours actually worked beginning on the first (1st) day of the absence. Planned absences shall be defined as those for which the Highway Superintendent was able to plan and set the schedule for the following shift. If both the Senior Highway Working Foreperson and the Highway Superintendent are absent, the Highway Working Foreperson shall be paid an additional working out-of-grade stipend of twelve (\$12) dollars per hour for all hours actually worked until either the Senior Highway Working Foreperson or the Highway Superintendent returns.”

- d. **Schedule B, Compensation Levels.** The Parties agree that Schedule B of the CBA shall be amended by (1) removing references to the Working Foreman Motor Equipment Repairman from the Grade 9A classification description and replacing those references with the title Working Motor Equipment Repairer, (2) adding the position of Entry Level Working Motor Equipment Repairer as a Grade 7 position, and (3) adding the position of Senior Highway Working Foreperson as a Grade 10 position.

Further, Schedule B shall be amended by adding the following language to the end of the Schedule:

“Any mechanic serving a minimum of five (5) years as a Grade 7 mechanic will be *eligible* for promotion to a Grade 9 mechanic position, contingent on the employee’s demonstrated qualifications, quality of work, and at the recommendation of the DPW Superintendent and Highway Superintendent. Promotional decisions shall be made by the Board of Public Works. Minimum years of service alone will not guarantee promotion to a Grade 9 position.

Any Highway Working Foreperson serving a minimum of five (5) years in the position shall be *eligible* for promotion to the position of Senior Highway Working Foreperson, contingent on the employee’s demonstrated qualifications, quality of work, and at the recommendation of the BPW Superintendent and Highway Superintendent. Promotional decisions shall be made by the Board of Public Works. Minimum years of service alone will not guarantee promotion to the Senior Highway Working Foreperson position.”

5. **No Other Change to the CBA.** All other provisions of the existing collective bargaining agreement, not contrary to these terms, shall apply.

6. **Impact Bargaining.** The Parties acknowledge that all obligations to impact bargaining have been met and this Agreement resolves any and all of the Union's concerns regarding restructuring of the highway Department or any other related changes detailed herein.
7. **Past Precedent.** This Agreement does not establish precedent for any future cases.
8. **Non-Grievable.** No part of the Agreement shall be subject to the grievance procedure set forth in the CBA, except to enforce the terms within.
9. **Entire Agreement.** This Agreement contains the entire agreement between the Town and the Union and may not be modified, altered, or extended except in writing signed by the Parties.
10. **Free Act.** The Parties have carefully read the foregoing Agreement, know the contents thereof, and sign the same as their own free acts.

WHEREFORE, in Witness Whereof, the Parties have executed this Agreement on the last date signed below by the Parties.

FOR THE UNION

John Roberts, Staff Representative
Council 93
Dated: _____

NAME, Steward, Local 851
Dated: _____

FOR THE TOWN OF FAIRHAVEN:

Dated: _____

APPROVED AS TO FORM:

Kate Feodoroff, Labor Counsel
Dated: _____

Exhibit A

Senior Working Highway Foreperson Additional Responsibilities

Exhibit B

Compensation Schedule (07/01/2026 through 12/31/2026)

SCHEDULE "A"

July 1, 2026 to December 31, 2026

1.0%

	1	2	3	4	5	6	7
1	17.96	18.50	19.06	19.63	20.21	20.82	21.44
2	18.85	19.44	20.03	20.64	21.25	21.89	22.54
3	19.81	20.88	21.51	22.15	22.81	23.49	24.20
4	20.83	21.52	22.16	22.82	23.50	24.21	24.93
5	22.10	22.84	23.53	24.24	24.96	25.72	26.48
5A	22.65	23.38	24.08	24.80	25.54	26.32	27.10
6	23.24	24.07	24.80	25.53	26.31	27.09	27.91
6A	23.75	24.64	25.35	26.11	26.89	27.70	28.53
7	25.30	26.52	27.35	28.15	29.00	29.87	30.77
7A	25.83	27.05	27.85	28.70	29.58	30.45	31.37
8	27.52	29.78	30.65	31.56	32.51	33.48	34.49
8A	28.05	30.31	31.23	32.15	33.11	34.11	35.13
9	28.30	30.56	31.48	32.43	33.41	34.41	35.44
9A	28.57	30.84	31.77	32.70	33.68	34.70	35.75
10	29.43	31.15	32.08	33.05	34.04	35.06	36.11
10A	30.31	32.15	33.11	34.11	35.13	36.19	37.27

THE TOWN OF FAIRHAVEN

AND

**COUNCIL 93, Local 851 AMERICAN FEDERATION OF STATE, COUNTY, AND
MUNICIPAL EMPLOYEES AFL-CIO**

This **AGREEMENT** is entered into by and between the Town of Fairhaven, Massachusetts, a Massachusetts Municipal Corporation (the "Town") and American Federation of State, County, and Municipal Employees AFL-CIO, Council 93 (the "Union"), Local 851 (collectively, the "Parties").

WHEREAS, the Town and Union are parties to a collective bargaining agreement (the "CBA") with a term beginning July 1, 2025, and expiring on June 30, 2028;

WHEREAS, during negotiations for the most recent, successor CBA in late 2025, the Parties amended Article XXVII regarding the drug and alcohol screening process and obligations of the Parties;

WHEREAS, the Parties acknowledge that the amendments agreed to were unfavorable for both Parties and the amendments are not compliant with federal standards regarding drug and alcohol testing of employees with CDLs; and

WHEREAS, the Parties agreed to further revise Article XXVII, have met to bargain over the potential impact of these amendments, and the Parties assent to these amendments, subject to the terms and conditions provided herein.

NOW THEREFORE, in consideration of the foregoing and the mutual agreements and understandings set forth herein, the Parties hereto agree as follows:

1. **Amendments to Article XXVII.** The Parties agree to delete the existing language of Article XXVII in its entirety and replace it with the following:

ARTICLE XXVII – DRUG AND ALCOHOL SCREENING

(a) The Chairperson of the Board of Public Works and/or his Appointee (for purposes of this article referred to as "Supervisors") upon reasonable cause based upon an employee's conduct, may require that employee to submit a test sample for drug and alcohol screening by means of the required testing procedures approved by the Department of Transportation/Federal Highway Administration (D.O.T.) and published in the Federal Register 49 CFR, Parts 382 et al to detect the presence of non-prescribed drugs or controlled substances. A test sample must thereafter be provided upon the request of the "Supervisors."

(b) The affected employee may initiate a review of the Supervisor's directive. If requested, the Supervisor's directive shall be reviewed by a special panel. The panel shall consist of

one Board of Public Works member, one Department Head appointed by the Supervisor(s), and one employee appointed by the Union, with no individual to serve on consecutive panels for review of drug testing and alcohol directives. The purpose of review is to decide only whether the Supervisor(s) has information, which establishes probable cause to request a screening. The panel will meet and have the right to request corroborating information, if any, from the Supervisor(s) in order to assist their review. Such special review shall be conducted and concluded within twenty-four (24) hours of the time the Supervisor(s) required the test sample, or as soon thereafter as is practicable.

(c) If the special review panel concludes that the drug or alcohol screening is warranted, such testing shall be conducted. If the panel finds that the test is not warranted, the sample shall not be tested and shall be destroyed.

(d) At the time the test sample is provided by the employee, an original non-tested sample will be given to the employee upon request whether or not testing is conducted by the Town.

(e) The results of the drug or alcohol screening test shall be given to the Supervisor(s) and the employee. In order for any test results to be accepted, the Town must demonstrate that the chain of custody of any samples has been preserved.

(f) The Town retains the right to impose discipline based upon the results of the screening test. An employee retains Civil Service right as provided in M.G.L. Chapter 31. However, the first instance of obtaining a positive screening test as provided in this Article will not alone be grounds for discharge; such results will result in a program of counseling; assistance and/or clinical treatment for first offenders. Any discipline imposed shall be stayed for first offenders during any period of rehabilitation. This shall not cause loss of seniority.

(g) It is agreed that the parties will make every effort to protect privacy and confidentiality, and that there is no intention to waive any employee's constitutional rights in the establishment of these procedures.

(h) Random Testing: The Board of Public Works has the authority to conduct random testing for non-prescription drugs; controlled substances and alcohol. The testing procedure shall conform to the D.O.T. regulations. The Town shall hire an outside firm to determine the random testing of personnel. The firm shall provide random selection and testing services to ensure employees are selected objectively and fairly by computer for random testing; provided, however, that the selected firm shall ensure) that no employee shall be picked in more than two consecutive quarters unless the Town has reasonable suspicion to conduct testing in further consecutive quarters. Services for testing shall be certified laboratory services NIDA, (National Inst. Of Drug Abuse). Any language in Article 27

which does not conform to U.S. Department of Transportation Federal Highway Administration Regulations, shall be deemed null and void.

2. **No Other Change to the CBA.** All other provisions of the existing collective bargaining agreement, not contrary to these terms, shall apply.
3. **Impact Bargaining.** The Parties acknowledge that all obligations to impact bargaining have been met and this Agreement resolves any and all of the Union's concerns regarding the CBA's drug and alcohol screening process or any other related changes detailed herein.
4. **Past Precedent.** This Agreement does not establish precedent for any future cases.
5. **No Grievance.** No part of the Agreement shall be subject to the grievance procedure set forth in the CBA, except to enforce the terms within.
6. **Entire Agreement.** This Agreement contains the entire agreement between the Town and the Union and may not be modified, altered, or extended except in writing signed by the Parties.
7. **Free Act.** The Parties have carefully read the foregoing Agreement, know the contents thereof, and sign the same as their own free acts.

WHEREFORE, in Witness Whereof, the Parties have executed this Agreement on the last date signed below by the Parties.

FOR THE UNION

John Roberts, Staff Representative
Council 93
Dated: _____

NAME, Steward, Local 851
Dated: _____

FOR THE TOWN OF FAIRHAVEN:

Dated: _____

APPROVED AS TO FORM:

Jane Friedman, Labor Counsel
Dated: _____

From: Beth Luey <beth.luey@gmail.com>
Sent: Sunday, September 27, 2026 12:18 PM
To: Natalie A. Mello <namello@fairhaven-ma.gov>; Ricky Goytizolo <inquiries@georgianmanorantiques.com>; Keith Hickey <khickey@fairhaven-ma.gov>
Subject: Re: Academy Building Use

Here's a description of our plans for the Select Board.

The Historical Commission and the Historical Society have two large projects coming up that would benefit from the use of the first-floor office and the multipurpose room.

The Commission, with a grant from the Community Preservation Committee, is developing a survey of the town's historical resources. This space would give us room to keep and use research materials and to meet with our consultant and volunteers. While it cannot be used for Commission meetings, because there are no facilities for televising the meetings, it will be useful for information sessions and focus groups. We will be careful not to violate the open meeting law in such gatherings.

The Society is planning to modernize the museum, bringing it up to current museum standards, and eventually providing audio tours for those who cannot negotiate the stairs. (The first floor, with CPC funds, is now ADA compliant.) The new space will give us a place to meet, to hold small lectures and workshops, to plan changes to exhibits, and to store artifacts not currently on display. It will also give us space for an exhibit on Fairhaven's Indigenous groups, who are not currently represented in our collection.

Rick Martin and I are the chair and vice chair of the Commission, and we both serve on the Society's board. We will head up these projects and would be happy to answer any questions you might have.

Beth Luey

47 Brand Photo / Video Shoot Fairhaven

1 message

Raymond Forbes <raymondforbes@me.com>

Tue, Oct 6, 2026 at 12:22 PM

To: Amy Hart <ahart@fairhaven-ma.gov>

Cc: Jessica Oldham <jess@jessoldham.com>

Hello Amy,

It was nice to speak to you this morning in regards to the filming project for 47 Brand Apparel.



47 | Sports Hats, Apparel & Gear | Licensed
Sports Merchandise
47brand.com

We have been in Contact with Jake's Diner in Fairhaven and they have agreed to host our shoot at the diner on October 21 or 22. Along with filming at the diner we would like to shoot some other content around the waterfront and neighborhoods of Fairhaven. We are still working on our exact creative plan but I will have everything ready to present to the Selectmen next Tuesday, October 13th.

Please confirm you received this message to be on the agenda for the meeting and also would be great to be introduced to Lt. Kevin Swain for Detail and traffic assistance that may be required.

I look forward to working with you.

Best,

Raymond

Raymond Forbes

Locations +

Boston, MA

www.raymondforbes.com

Cell: 617.803.6230



Town of Fairhaven
Massachusetts
40 Center Street · Fairhaven, MA · 02719

MEMORANDUM

To: Select Board

From: Town Administrator's Office

Date: October 13, 2026

Re: Application for the use of Town Hall Auditorium

Dear Select Board,

Aaron Dore is requesting permission for use of the Town Hall Auditorium on Saturday Nov 14, 2026 from 1p.m.- 4p.m.
They will be hosting a Therapeutic Workshop funded by a grant from Fairhaven Cultural Council.

Thank you for your consideration.



TOWN OF FAIRHAVEN

40 CENTER STREET
FAIRHAVEN, MA 02719

APPLICANT FOR THE USE OF TOWN HALL AUDITORIUM

Name of Organization Aaron Dove
Responsible Officer Aaron Dove Tel. No. (216) 287-8897
Address 65 Pleasant St. Fairhaven MA 02719
Purpose of Use Drama Therapeutic Workshop funded by grant from fairhaven Cultural Council
Date Requested NOV 14, 2020 Begin Time 1pm End Time 4pm

REQUESTED USE APPROVED TO AVAILABILITY:

Conditions:

Select Board

Police Chief/Representative (if applicable)

Date

Fire Department Inspection (if applicable)

Board of Health (if applicable)

Building Department Inspection (if applicable)

FEES (To be completed by Select Board Office)

Rental Fee x 3 hrs. at \$ 150.00 hr. = \$ 450.00 (min \$150)

Plus, refundable security deposit in the amount of the rental fee = \$ _____

☒ Custodian x 4 hrs. at \$ 50.00 hr = \$ 200.00

☐ Police x _____ hrs. at \$ _____ hr = \$ _____

TOTAL FEES = \$ 650.00

I have received \$ _____ in fees and security deposit for the use of the Town Hall Auditorium on behalf of

Town of Fairhaven from _____
Organization

Date: _____ Signed: _____
For Select Board

(Security Deposit will be returned after inspection of the premises by the Select Board or its designee, less any charge for clean up or repair.)

Rev: 3/23/23



Memo

To: Select Board

From: Joshua Crabb, Highway Superintendent

Re: Lawton Street Pole Replacement – Retroactive Permit

Date: October 6, 2026

The Board of Public Works has reviewed the request from Eversource for a retroactive permit for the pole relocation at 12 Lawton Street.

As outlined in the attached email correspondence, the pole relocation was requested by the Board of Public Works. The Board has no objection to the issuance of the retroactive permit and respectfully requests that the Select Board approve the permit.

Subject: Re: 12 Lawton St

p

Kim Nogueira <knogueira@fairhaven-ma.gov>

Fri, Aug 4, 2023,

2:23 PM

to Mello, Brian

EVERSOURCE IT NOTICE – EXTERNAL EMAIL SENDER ** Don't be quick to click! ******

Do not click on links or attachments if sender is unknown or if the email is unexpected from someone you know, and never provide a user ID or password. Report suspicious emails by selecting 'Report Phish' or forwarding to SPAMFEEDBACK@EVERSOURCE.COM for analysis by our cyber security team.

Please see attached WorkOrder Application to relocate a pole at 12 Lawton Street. Please let me know if you need any further information.

Also , Just want to confirm that this will be at no cost to the Town or property owner.

On Sun, Jun 11, 2023 at 9:13 PM Mello, Brian <brian.mello@eversource.com> wrote:
Thanks

Brian

=====

Brian Mello, Senior Account Executive - Southeastern MA Region
Eversource Energy
50 Duchaine Blvd., New Bedford, MA 02745

'(508) 441-5832 Office | brian.mello@eversource.com

Reporting Power Outages:

[800-592-2000](tel:800-592-2000) 24x7

For EMERGENCIES Call: [844-726-7562](tel:844-726-7562) or

For BILLING Questions Call: [800-340-9822](tel:800-340-9822)

www.eversource.com

From: Kim Nogueira <knogueira@fairhaven-ma.gov>

Sent: Friday, June 9, 2023 3:50 PM

To: Mello, Brian <brian.mello@eversource.com>

Subject: Re: 12 Lawton St

EVERSOURCE IT NOTICE – EXTERNAL EMAIL SENDER ** Don't be quick to click! ******

Is there a form we need to fill out?

On Fri, Jun 9, 2023 at 1:08 PM Mello, Brian <brian.mello@eversource.com> wrote:
Kim,

Generally if the town makes requests to have poles moved when there is state funding we move the poles at cost but if the pole moves are requested by the town directly we move them at no cost.

Thanks

Brian

=====

Brian Mello, Senior Account Executive - Southeastern MA Region
Eversource Energy
50 Duchaine Blvd., New Bedford, MA 02745

'(508) 441-5832 Office | brian.mello@eversource.com

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For BILLING Questions Call: [800-340-9822](tel:800-340-9822)

www.eversource.com

From: Kim Nogueira <knogueira@fairhaven-ma.gov>

Sent: Friday, June 9, 2023 11:39 AM

To: Mello, Brian <brian.mello@eversource.com>

Subject: 12 Lawton St

EVERSOURCE IT NOTICE – EXTERNAL EMAIL SENDER ** Don't be quick to click! ******

Hi Brian,

The resident called today from 12 Lawton St today. He said he reached out to Eversource about moving a pole that keeps getting hit near his driveway apron and stated that if the Town put in the request it could be done at no cost.

I was reaching out to see if that is correct. Is there a permit that we need to fill out?

--

Kim Nogueira, Administrative Assistant
Fairhaven Highway Department

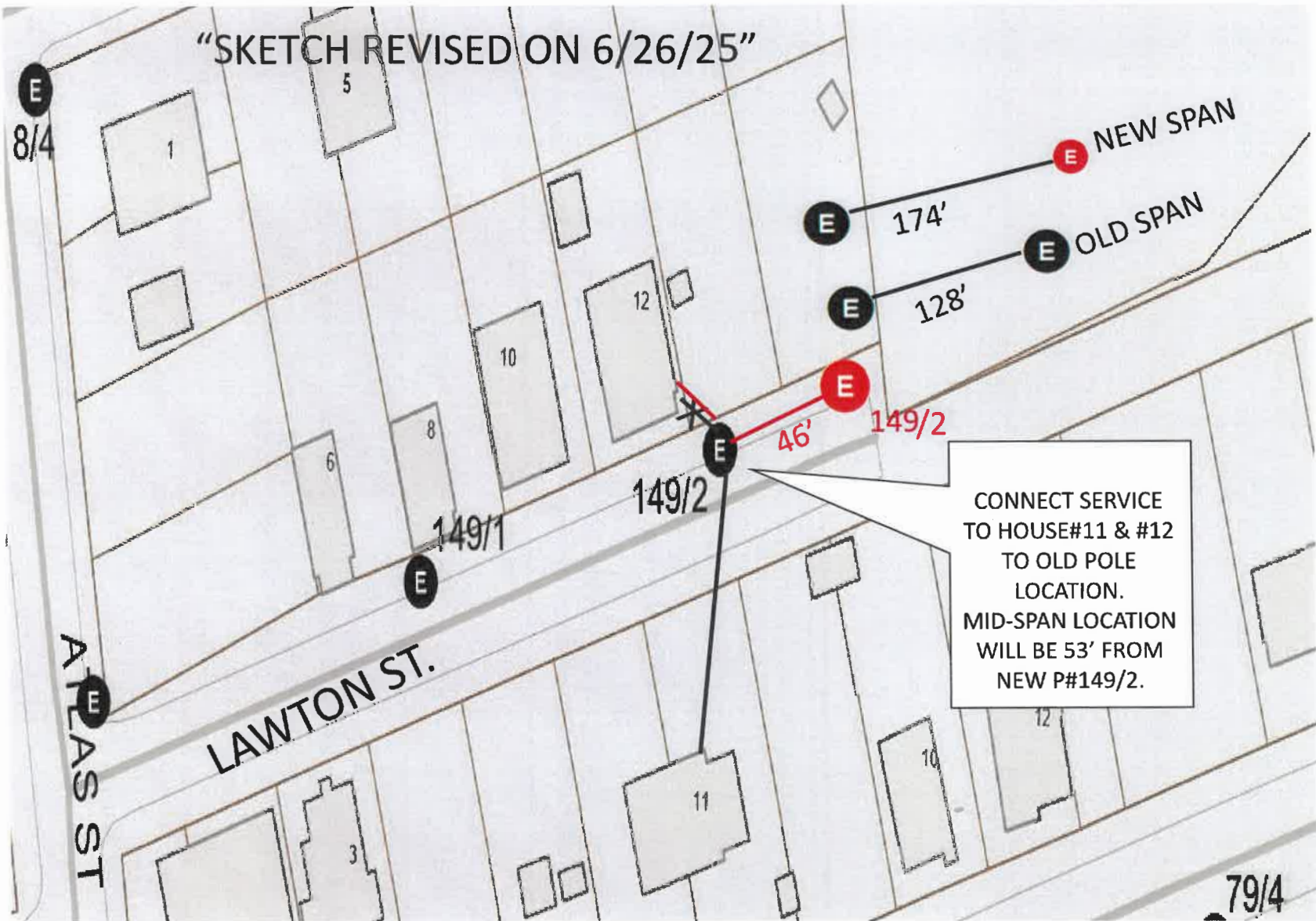
EVERSOURCE TO:

1. RELOCATE P#149/2, 46' EAST OF PRESENT LOCATION & WILL INSTALL A 40' (1) POLE WITH AN ANCHOR & REMOVE 30' (4) POLE, 1956 WITH AN ANCHOR.

50/50 BASIS TO VERIZON.

2. ON P#149/2, REPLACE 4 ALCA SERVICE. OLD SPAN IS 25' WITH 3X2 ALCA SERVICE. NEW SPAN IS 26'.

EVERSOURCE TO EXTEND 1 PRIMARY & SECONDARY, 46' EAST & TRANSFER 1.D.E. PRIMARY, SECONDARY & 1 SERVICE.



EVERSOURCE Distribution Engineering - Customer Design Work Order/FWO: 14079394	Customer Name: TOWN OF FAIRHAVEN	Address: 12 LAWTON ST.	Circuit/Voltage: 2-220-201/13.2KV	File# 241311	
	Electrician/Phone:	City/Town: FAIRHAVEN	Engineer/Date:	Page: _1_ of _1_	
	ES Customer Care Rep:	Work Center: NEW BEDFORD	Designer/Date: JOSEPHINE A. ALMEIDA 6/25/2025	SKETCH NOT TO SCALE	

Plan to accompany petition of **EVERSOURCE ENERGY** to
RELOCATE JO pole 149/2: install 40' (1) pole, 32'±
 east of present location with anchor & remove
 30' (4) pole 1956 with anchor on LAWTON ST

06-042
 10 LAWTON ST
 FAIRHAVEN 02719
 N/F
 VARGAS CARLOS &
 RODRIGUES LISA

#12

06-043
 12 LAWTON ST
 FAIRHAVEN 02719
 N/F
 ANDREWS BERTRAND N & ASHLEY

06-046A
 DIKE
 FAIRHAVEN 02719
 N/F
 FAIRHAVEN TOWN OF

APPROX. 275'±
 TO ATLAS ST

APPROX. R.O.W.

EOP

ASPHALT SIDEWALK

149/2
 (JO-ES)

32'±

GRASS

PROPOSED
 149/2
 (JO-ES)
 w ANCHOR

LAWTON ST

EOP

GRASS

06-046
 CHURCH ST
 FAIRHAVEN 02719
 N/F
 HATHAWAY-BRALEY WHARF CO. INC

APPROX. R.O.W.

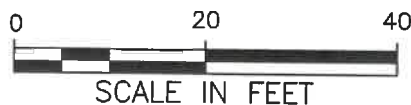
LEGEND

- Proposed Conduit
- Existing Conduit
- Proposed Pole
- Existing Pole
- Pole with Riser

06-052
 11 LAWTON ST
 FAIRHAVEN 02719
 N/F
 FERREIRA BRENDA L
 & NUNO J

06-054
 10 ABBEY ST
 FAIRHAVEN 02719
 N/F
 BOTELHO BARBARA

06-056
 12 ABBEY ST
 FAIRHAVEN 02719
 N/F
 VIGEANT NANCY L



MASS. LAW

REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES
 BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

Plan # 14079394

Ward # -

Work Order # 14079394

Surveyed by: N/A

Research by: JC

Plotted by: LM

Proposed Structures: LM

Approved: K RICE

P#

NSTAR EVERSOURCE
 ELECTRIC
 d/b/a

1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of LAWTON ST.

FAIRHAVEN

Showing PROPOSED POLE w ANCHOR RELOCATION

Scale 1"=20'

Date SEPTEMBER 19, 2023

SHEET 1 of 1

Board or Committee	Vacancy available	Deadline to apply
Belonging Committee	One Member	open until filled
Cable Advisory Committee	Two Members	open until filled
Cultural Council	Two Members, 3-year term	open until filled
Historical Commission	Associate Members, not to exceed number of Full Members	open until filled
Lagoa Friendship Pact Committee	One Member	open until filled
Livable Streets Committee	Unlimited	open until filled
Applicants will be advised of the date the Board will consider appointment requests		<i>Terms are 1-year unless indicated</i>



October 13, 2026

EXECUTIVE SESSION

1. Pursuant to G.L. c. 30A, § 21(a)(2) “to conduct collective bargaining sessions New England Police Benevolent Association Local 106, Dispatchers; Open Session May Follow.”



October 13, 2026

ACTION / DISCUSSION

1. Consider Memorandum of Agreement with Dispatch Union
2. Discussion on Town Accountant Succession Planning
3. Declare Surplus Items (page 2)
4. Discussion on Draft Artificial Intelligence (AI) Policy
5. Consider Support of Local Letters to the Commonwealth Regarding State Housing and Zoning Proposals
6. Close Special Town Meeting Warrant



Agenda Item D3

Declare Surplus Items

ITEM	DESCRIPTION (if applicable)	Department	#
Large metal desktop file organizer	silver, approx 16" long with 4 slots	Town Hall	2
Random desktop pen/pencil holder	one clear, one light teal	Town Hall	2
11 piece ratchet set	Craftsman Ratchet Set	Police Dept	1 set
24" crescent wrench	Jobsmart Crescent Wrench	Police Dept	1
20 oz hammer	Milwaukee Hammer	Police Dept	1
Estwing Camper's Axe	Camper's Axe	Police Dept	1
Monster Wireless Speakers	Monster Wireless Speakers (new)	Police Dept	5
2005 Chevy Tahoe	Frame deemed unsafe - rot	Fire	1
Welding tanks and cart	Old units, tanks need to be tested, not needed	Fire	1
Arc Air Tool	Old unit, no longer needed	Fire	1 kit
1988 Nissan Outboard 70 HP motor	1988 Nissan Outboard 70 HP motor	Harbormaster	1
2012 Ford E-Series Van	129,287 miles, rotted frame, deemed unsafe, surplus-parts	Council on Aging	1
2011 Ford F250	Rotted frame, deemed unsafe - Surplus Parts	School Department	1
2007 Ford F250	Rotted frame, doesn't drive, deemed unsafe - Surplus Parts	School Department	1



Fairhaven

Massachusetts

Artificial Intelligence Acceptable Use and Security Policy

Policy number	
Adopted by	Select Board / Town Administrator
Effective date	
Policy owner	IT Director / Town Administrator
Applies to	All employees, elected and appointed officials, volunteers, interns, seasonal staff, contractors, and vendors acting on behalf of the Municipality
Review cycle	Annually, or upon material change in technology, law, or insurance requirements

Contents

1. Purpose
 2. Scope
 3. Definitions
 4. Core Principles
 5. Data Classification and Handling Rules
 6. Approved Tools and Approval Process
 7. Prohibited Uses
 8. Vendor and Procurement Security Requirements
 9. Verification and Human Review
 10. AI-Generated Code and Automation
 11. AI-Enabled Threats Against the Municipality
 12. Public Records, Retention, and Transparency
 13. Incident Reporting
 14. Training and Awareness
 15. Monitoring and Enforcement
 16. Exceptions
 17. Policy Review
- Appendix A — Quick Reference Card
- Appendix B — Approved AI Tool Register
- Appendix C — Employee Acknowledgment
- Appendix D — Implementation Checklist

1. Purpose

Artificial intelligence tools can help a small municipal workforce do more with limited staff — drafting correspondence, summarizing long documents, analyzing data, and answering routine questions. Those same tools can also expose confidential resident data, introduce insecure code into municipal systems, generate false information that ends up in an official record, and create new avenues for fraud against the Municipality.

This policy establishes the security requirements and acceptable-use rules that allow the Municipality to adopt artificial intelligence deliberately rather than by accident. It is written on the assumption that the Municipality has limited information technology staff, holds highly sensitive data across several departments, and cannot absorb the cost of a significant breach.

2. Scope

This policy covers all use of artificial intelligence in municipal business, regardless of who pays for the tool or what device it runs on. That includes:

- **Generative AI assistants** — chat assistants, writing assistants, image and video generators, and coding assistants.
- **AI features embedded in existing software** — meeting transcription and summarization, email drafting and “smart reply,” and AI search in permitting, GIS, records management, dispatch, or financial systems.
- **AI agents and automations** that can take action — send email, modify records, browse, execute code — rather than only produce text.
- **Browser extensions and mobile applications** with AI functionality used on municipal devices or with municipal data.
- **Vendor and contractor use of AI** in delivering services to the Municipality.
- **Personal accounts and personal devices** when used for municipal work.

This policy applies to the data, not the device. Using a personal account on a home laptop to draft a memo about a personnel matter is squarely within scope.

3. Definitions

Term	Meaning
AI tool	Any software that uses machine learning or generative models to produce content, recommendations, classifications, or decisions.
Public AI service	A consumer-tier AI service accessed without a municipal contract or enterprise agreement, including free tiers and personal subscriptions.

Term	Meaning
Approved AI tool	An AI tool listed on the Municipality's Approved AI Tool Register, maintained by the Policy Owner.
Prompt	Any input a user provides to an AI tool, including uploaded files and pasted text.
Output	Any content an AI tool returns.
Non-public information	Any municipal information not already lawfully available to the public on request, including records exempt from disclosure.
High-risk decision	A determination affecting an individual's rights, benefits, employment, liberty, property, licensure, or access to services.
Policy Owner	The IT Director, Town Administrator, or designee, responsible for administering this policy.

4. Core Principles

1. **Human accountability is non-transferable.** An employee who uses an AI tool owns the output completely. "The AI wrote it" is never a defense.
2. **Data classification governs tool selection.** What may be entered into an AI tool is determined by the sensitivity of the data, not the convenience of the tool.
3. **AI assists; it does not decide.** No AI system makes a final determination affecting a resident.
4. **Transparency is the default.** Residents are entitled to know when AI shaped something that affects them.
5. **Assume anything entered into a public AI service is disclosed.** The same way you'd assume a postcard can be read by anyone who handles it in transit.

5. Data Classification and Handling Rules

The Municipality classifies information into four tiers for AI purposes.

Tier 1 — Public

Already published or routinely released: meeting agendas and minutes, adopted budgets, public bid documents, press releases, published ordinances and bylaws, and general web content.

Permitted in: approved AI tools and public AI services.

Tier 2 — Internal

Non-public but low sensitivity: draft memoranda containing no personal data, internal process documentation, generic training material, and anonymized statistics.

Permitted in: approved AI tools only. Prohibited in public AI services.

Tier 3 — Confidential

Personally identifiable information and sensitive municipal operations, including:

- Resident names tied to addresses, accounts, complaints, or service requests
- Assessor, tax, and utility billing records containing account or payment data
- Personnel files, disciplinary records, applicant materials, and medical or leave documentation
- Attorney-client privileged material, litigation strategy, and executive session material
- Financial account numbers, banking details, and vendor payment information
- Insurance claims and risk management files
- Building security details, alarm codes, facility floor plans, and key control records
- Election administration records and voter data beyond what is publicly released

Permitted in: approved AI tools **only where the tool is covered by a written agreement meeting the requirements of Section 8**, and only where the department head has approved that use case in writing. Prohibited in all public AI services without exception.

Tier 4 — Restricted

Categorically prohibited in any AI tool absent written authorization from the Policy Owner, municipal counsel, and the relevant department head:

- **Criminal justice information (CJI)** subject to the FBI CJIS Security Policy — CAD and RMS data, criminal history, registry and license queries, investigative records, and booking data
- **Emergency communications** — 911 call content, recordings, and dispatch records
- **Protected health information** subject to HIPAA, including EMS patient care reports and health department records
- **Water, wastewater, and utility operational technology** — SCADA configurations, PLC logic, network diagrams, and control system credentials
- **Child, elder, and victim services records;** domestic violence and restraining order materials
- **Student records** subject to FERPA where the Municipality holds them
- **Government identifiers and sensitive personal data** — Social Security numbers, driver's license numbers, financial account credentials, and biometric data
- **Credentials of any kind** — passwords, API keys, tokens, certificates, and VPN configurations
- **Cybersecurity documentation** — vulnerability assessments, penetration test results, incident reports, network architecture, firewall rules, and backup configurations

CJIS notice. Placing criminal justice information into a non-compliant AI service is a CJIS violation that can jeopardize the Police Department's access to state and federal systems. The Police Chief and the CJIS Local Agency Security Officer must approve any AI use touching CJI, and any such tool

must satisfy CJIS Security Policy requirements including FIPS-validated encryption, personnel screening, and an executed CJIS Security Addendum.

5.1 The De-identification Rule

Removing a name is not de-identification. A service address, parcel identifier, account number, unusual complaint detail, or a date-plus-department combination can readily re-identify a resident in a community of 16,000. If you would not want the paragraph read aloud at a public meeting with the resident present, do not enter it into an AI tool.

6. Approved Tools and Approval Process

6.1 Approved AI Tool Register

The Policy Owner maintains the Approved AI Tool Register listing, for each tool: the vendor, the contracting instrument, the highest data tier permitted, approved departments, approved use cases, and the review date. The Register is distributed to all department heads.

If a tool is not on the Register, it is not approved for anything above Tier 1.

6.2 Requesting a New Tool

Any employee may request evaluation of an AI tool by submitting to the IT Director: the business problem, the data tiers involved, the vendor and product, the proposed cost, and whether the tool would take autonomous action. The Policy Owner will complete a security review under Section 8 within 15 business days and will either add the tool to the Register with conditions, deny it with a stated reason, or authorize a limited pilot.

6.3 Unapproved Tools (“Shadow AI”)

Procuring, downloading, installing, or subscribing to an AI tool for municipal work outside this process is prohibited — including free tiers, trials, browser extensions, and AI features bundled into software the Municipality already owns but has not enabled. Department budgets may not be used to purchase AI services without IT Director review.

Employees already using an unapproved tool have a **90-day amnesty window** from the effective date of this policy to disclose that use to the IT Director without consequence. Disclosure during the window is treated as a process improvement, not a violation.

7. Prohibited Uses

Regardless of the tool used, the following are prohibited:

1. **Entering Tier 3 or Tier 4 data into unapproved tools**, or into approved tools beyond the tier for which they are cleared.

2. **Allowing AI to make a high-risk decision.** AI may not decide permit approvals or denials, abatement determinations, benefits eligibility, code enforcement outcomes, disciplinary actions, hiring or termination, procurement awards, or any adjudicative matter. AI may summarize, draft, and organize the information a **human** uses to decide.
3. **Generating synthetic media depicting real people.** No AI-generated voice, likeness, or video of officials, employees, or residents may be used in municipal communications, except clearly labeled accessibility uses approved by the Policy Owner.
4. **Submitting AI output as final work product without verification** (see Section 9).
5. **Using AI to draft or review documents in active litigation, collective bargaining, or executive session matters** without written approval from municipal counsel.
6. **Connecting AI tools to municipal systems** via API, plugin, agent, or automation without Policy Owner approval — including linking an AI assistant to municipal email, calendar, file storage, financial, or permitting systems.
7. **Circumventing the safety controls of an AI tool**, or using AI to probe, test, or attack any system without written authorization.
8. **Using municipal AI tools for personal, political, or campaign purposes.**
9. **Uploading copyrighted or licensed third-party material** the Municipality does not have the right to process, including engineering drawings, proprietary vendor documentation, and licensed datasets.

8. Vendor and Procurement Security Requirements

Before an AI tool is added to the Register at Tier 2 or above, the Policy Owner shall verify and document the following.

Contractual terms

- A written agreement or enterprise terms are in force — not consumer terms of service
- Municipal data is not used to train the vendor's models, stated in the contract rather than in a marketing FAQ
- Data ownership remains with the Municipality; data is returned or destroyed on termination
- A defined data retention period, with the shortest available option selected
- The subprocessor list is disclosed, with notice of changes
- Breach notification to the Municipality within 72 hours of vendor awareness
- A right to audit or to receive audit reports
- Indemnification and liability terms reviewed by municipal counsel

Technical controls

- Encryption in transit (TLS 1.2 or higher) and at rest
- Support for single sign-on and multi-factor authentication through the Municipality's identity provider

- Role-based access control and administrative visibility into user activity
- Audit logging exportable to the Municipality
- A current SOC 2 Type II, ISO 27001, StateRAMP, or FedRAMP attestation — requested and reviewed, not assumed

Operational

- A documented vendor incident response process
- A named support contact and defined support hours
- An exit path: how the Municipality extracts its data and discontinues service

Higher-tier requirements. Tools handling Tier 3 data additionally require municipal counsel review of the agreement. Tools proposed for any Tier 4 category require the sector-specific compliance instrument — a CJIS Security Addendum, a HIPAA Business Associate Agreement, or equivalent — executed before use.

Contractors and vendors performing work for the Municipality must disclose AI use in that work, are bound by this policy, and may not input municipal Tier 3 or Tier 4 data into AI tools without the same approvals. This requirement shall be incorporated into standard contract terms and RFP language.

Embedded AI. When an existing vendor adds AI features to software the Municipality already uses, those features are treated as a new tool and must be reviewed before enablement. Default-on AI features shall be disabled pending review. The Department head shall ask each critical vendor annually whether AI features have been added and whether municipal data is used in model training.

9. Verification and Human Review

AI tools produce fluent, confident, and sometimes entirely fabricated content. Citations, statutory references, case names, dollar figures, and dates are common failure points.

Before AI-assisted content leaves your hands, you must:

- **Verify every factual claim** against a source you would cite independently.
- **Verify every legal citation, bylaw or ordinance reference, statute, deadline, and dollar figure** against the authoritative source. Never rely on AI for the content of a statute, regulation, or municipal code section.
- **Read the entire output.** You are responsible for content you did not read.
- **Confirm that nothing confidential** carried over from a prior prompt or session.

Elevated review requirements:

Use	Required review
Public-facing communications, press releases, website content	Department head approval
Legal documents, contracts, bylaws, ordinances, regulations	Municipal counsel review
Financial reports, budget documents, grant applications	Town Administrator or Town Finance Director review
Anything filed with a court, state agency, or federal agency	Department head and municipal counsel
Code, scripts, or configuration for municipal systems	Section 10 requirements
Content affecting an individual resident's rights or benefits	Department head; the decision itself is made by a human based on the underlying facts

10. AI-Generated Code and Automation

Where AI coding assistants are approved for use by IT staff, Media Staff and contractors:

- AI-generated code affecting municipal systems requires human review before deployment by someone other than the person who generated it, where staffing permits.
- No credentials, connection strings, API keys, or production data may appear in prompts.
- AI-suggested dependencies and packages must be verified as real and actively maintained — AI models routinely invent plausible package names, and attackers register them.
- AI-generated code must not be deployed directly to production without testing in a non-production environment.
- Code touching payment processing, resident data, or public-facing forms requires IT Director and Town Administrator sign-off.
- Proprietary or licensed municipal source code may not be uploaded to public AI services.

AI agents and automations that can act autonomously — send email, modify records, move files, make purchases, browse and transact — require IT Director AND Town Administrator approval, must operate under a dedicated service account with least-privilege access, must log all actions, and must have a documented kill switch and a named owner responsible for monitoring them.

11. AI-Enabled Threats Against the Municipality

Artificial intelligence has made social engineering dramatically cheaper and more convincing. Small municipalities are targeted specifically because approval chains are short and staff know one another by voice.

Mandatory verification controls:

1. **No wire transfer, ACH change, vendor banking update, or payment redirection** is executed on the basis of an email, text message, voicemail, telephone call, or video call alone — regardless of how convincing, how urgent, or whose voice it appears to be. Verification requires a callback to a number **already on file** from a prior verified relationship, never a number supplied in the request itself.
2. **No credential reset, MFA reset, or account unlock** is performed on the basis of a voice or video request. Use an out-of-band verification method defined by IT.
3. **Assume voice and video can be faked.** A familiar voice and face are no longer authentication. Establish and use a verbal code phrase for Finance, IT, and executive staff for high-value verbal requests.
4. **Report suspected AI-generated phishing, voice cloning, or deepfake attempts** immediately under Section 13, even where the attempt failed.
5. **AI-assisted phishing no longer has tells.** Poor grammar and awkward phrasing are gone. Judge messages on the legitimacy of the request and the verification of the sender, not on how polished the writing is.

Impersonation of the Municipality. The Municipality shall designate and publish its official communication channels, so that residents have an authoritative source when AI-generated impersonations of municipal officials circulate.

12. Public Records, Retention, and Transparency

- **Prompts and outputs may be public records.** Where an AI tool is used to conduct municipal business, the inputs and outputs may be subject to disclosure under State/Federal Public Records Law. Employees may not use AI tools in a manner designed to place municipal business beyond the reach of records law.
- **Retention.** AI interactions constituting records must be retained per the Massachusetts municipal records retention schedule. Approved tools must support retention and export; tools that automatically delete history in a manner that conflicts with retention obligations may not be used for record-generating work.
- **Meeting transcription.** AI notetakers and transcription tools may not be used in executive session. In open meetings, use requires Town Clerk notification and must be reconciled with open meeting law requirements regarding the official record. AI-generated minutes are a draft only; the Town Clerk remains responsible for the official record.

- **Recording consent.** AI meeting assistants that record or transcribe require notice to all participants and consent as required under Massachusetts law, which in all-party consent jurisdictions requires the consent of every participant.

Public disclosure. The Municipality shall disclose AI involvement where it materially affects residents:

- AI-assisted substantive public communications carry a notation: *“Portions of this document were drafted with AI assistance and reviewed by Fairhaven staff.”*
- Resident-facing chatbots must identify themselves as AI at the start of every interaction and provide a path to a Human response.
- The Municipality shall publish the Approved AI Tool Register, or a summary of it, on the municipal website and report annually to the Select Board on AI use, incidents, and costs.

13. Incident Reporting

Report immediately to IT Director / IT Staff at IT@fairhaven-ma.gov— within one hour of discovery — if:

- Confidential or restricted data was entered into an AI tool, whether approved or not
- AI output containing significant errors was released publicly, filed, or relied upon in a decision
- An AI tool behaved unexpectedly, accessed data it should not have, or took unauthorized action
- You suspect an AI-enabled phishing, voice cloning, or deepfake attempt
- An AI vendor notifies the Municipality of a breach
- You discover unapproved AI use in your department

Reporting in good faith will not result in discipline. Concealment will. The Municipality would far rather contain an exposure in an hour than discover it in a lawsuit.

Incidents involving Tier 3 or Tier 4 data are handled under the Municipality’s Cybersecurity Incident Response Plan and may trigger state breach notification obligations, cyber insurance notice requirements, and CJIS or HIPAA reporting deadlines. The Policy Owner shall notify the Town Administrator, municipal counsel, and the cyber insurance carrier as required.

14. Training and Awareness

- **All staff** complete AI acceptable-use training before receiving access to any approved AI tool, and annually thereafter. Training covers data classification, verification obligations, and AI-enabled social engineering.
- **New employees** receive this policy during onboarding and sign the acknowledgment at Appendix C.
- **Elected and appointed officials** receive this policy upon taking office and are asked to acknowledge it.
- **Finance, payroll, and IT staff** receive additional annual training on deepfake and voice-cloning fraud, including a tabletop or simulated exercise.
- **Department heads** are responsible for ensuring their staff understand which tools are approved for their work.

15. Monitoring and Enforcement

The Municipality may monitor use of municipal systems and networks, including AI tool usage, consistent with the Acceptable Use Policy and any applicable collective bargaining agreements. **LEGAL REVIEW — confirm notice and bargaining obligations before implementing new monitoring.**

IT may technically restrict access to unapproved AI services on the municipal network and on municipal devices.

Violations are handled under the Municipality's personnel rules and applicable collective bargaining agreements, with a response proportionate to the conduct. An inadvertent first-time entry of internal data into a consumer tool warrants coaching; knowingly placing restricted data into an unapproved tool, or concealing an incident, warrants formal discipline up to and including termination and may carry independent legal consequences.

16. Exceptions

Exceptions require a written request to the IT Director stating the business need, the data involved, the compensating controls, and the duration. Exceptions involving Tier 3 or Tier 4 data additionally require approval by the Town Administrator and municipal counsel. All exceptions are documented, time-limited, and reviewed at expiration.

17. Policy Review

The IT Director reviews this policy annually and presents any recommended amendments to the Town Administrator and Selectboard. Interim review is triggered by a significant AI-related incident, a material change in state or federal law, a new cyber insurance requirement, or the adoption of a substantially new class of AI technology.

Appendix A — Quick Reference Card

Detach, print, and post. This page may be distributed on its own.

Before you enter anything into an AI tool, ask:

1. **Is this tool on the Approved Register?** If no — Tier 1 public information only.
2. **Would I email this to a stranger?** If no — it is at least Tier 3. Stop.
3. **Does it contain a resident's name, address, account, or complaint?** Tier 3. Approved tools only, with department head sign-off.
4. **Is it police, 911, EMS, health, utility control system, or children's services data?** Tier 4. Stop. Ask first.
5. **Any password, key, or credential?** Never. In any tool. Ever.

Before AI output leaves your hands:

- Did I read all of it?
- Did I verify every fact, figure, date, and citation?
- Would I sign my name to this? (*You are about to.*)

If someone calls, emails, or video-calls asking to move money or change banking details: hang up and call back on a number already on file. Every time. No exceptions for urgency or seniority.

Something went wrong? Call IT Hotline immediately. Reporting is safe. Hiding is not.

Appendix B — Approved AI Tool Register

Maintained by the Policy Owner. Reproduce as a spreadsheet as the Register grows.

Tool	Vendor	Agreement	Tier	Dept.	Approved uses	Reviewed	Next review

Appendix C — Employee Acknowledgment

I have received and read the Town of Fairhaven Artificial Intelligence Acceptable Use and Security Policy. I understand that I am fully responsible for any content I produce using AI tools, that I must verify AI output before relying on it, and that entering confidential or restricted municipal information into unapproved AI tools is a violation of this policy. I understand that I must report any suspected incident immediately.

Name

Department / title

Signature

Date

Appendix D — Implementation Checklist

1. Inventory what is already in use. Survey departments, and review expense reports and browser extensions for AI subscriptions. Expect to find more than you assume.
2. Approve one or two general-purpose tools with real enterprise agreements rather than attempting to review a dozen.
3. Configure single sign-on and multi-factor authentication for approved tools through the existing identity provider before rollout.
4. Turn off default-on AI features in existing systems until reviewed.
5. Publish the Approved AI Tool Register where staff will actually find it.
6. Run the deepfake and payment-verification training for Finance first. That is the most likely path to direct financial loss.
7. Add AI clauses to standard contract and RFP templates.
8. Notify the cyber insurance carrier of the policy's adoption. Many carriers now ask about AI governance at renewal, and having a policy may affect terms.
9. Set a calendar reminder for the annual review.

[DATE]

The Honorable Mark C. Montigny
Massachusetts State Senate

The Honorable Christopher M. Markey
Massachusetts House of Representatives

ADD STATE REPS FROM OTHER TOWNS???

Members of the Conference Committee on H.5576 / S.3228
State House
34 Beacon St.
Boston, Massachusetts 02133

RE: Preserving Meaningful Local Planning in State Housing Policy

Dear Senator Montigny, Representative Markey, and Members of the Conference Committee:

We write on behalf of the undersigned municipal boards and communities regarding the effect of housing and zoning proposals currently under consideration in Massachusetts.

We recognize the Commonwealth's need for additional housing and share the goal of creating more housing opportunities. Municipalities are essential partners in meeting that challenge. Our concern is not necessarily with housing production itself, but with an increasingly erratic approach that reduces the ability of cities and towns to determine where and how additional development can be responsibly supported.

Massachusetts communities are not all the same. They have different water supplies, wastewater systems, transportation networks, environmental resources, school capacity, development patterns, available land, and existing housing. Effective planning requires these local conditions to be considered.

Several proposals before the Legislature and voters would significantly alter the role of local zoning.

For example, provisions of S.3228 would require communities to allow duplexes on residential lots where single family homes are allowed. This could significantly increase the development potential of residential land across the Commonwealth and comes on the heels of the brand new ADU laws. Additionally, it contains provisions to allow large scale multifamily units on tax exempt religious properties.

S.2836 includes provisions that would require communities to allow up to five housing units by right in residential areas served by public water and sewer, and up to three units in areas without public water and sewer. The bill also includes changes affecting subdivision rules and would limit the ability of municipalities to adopt septic requirements that are more protective than state minimums.

Massachusetts voters will also consider Question 7 in November. If approved, it would require communities to allow single family homes by right on residentially zoned lots of at least 5,000 square feet when the lot has at least 50 feet of frontage and public water and sewer are available.

Each proposal would be consequential individually. However, from the municipal perspective their cumulative effect is overwhelming.

Cities and towns make long term investments based upon assumptions about future development. Communities develop comprehensive wastewater management plans, water supply plans, school enrollment projections, transportation improvements, capital plans, open space plans, and environmental protection strategies based in substantial part upon existing and anticipated land use.

When the underlying zoning assumptions repeatedly change, responsible long term planning becomes considerably more difficult.

The consequences of getting these forecasts wrong can last for decades. If a community underestimates future growth, it may build infrastructure and facilities that become inadequate before the end of their useful lives. If it overestimates growth, taxpayers will be left paying for oversized infrastructure and unnecessary debt for generations. Environmental consequences can be even more difficult to reverse when development exceeds the capacity of our natural resources.

Long term municipal planning depends on reasonably stable assumptions about how and where a community can grow. When those assumptions are repeatedly and unpredictably changed by statewide zoning mandates, the risk of costly and sometimes irreversible planning mistakes increases substantially.

The question for municipalities is therefore not simply whether more housing should be built, but where additional housing can be responsibly accommodated, at what density, over what period of time, and what infrastructure will be necessary to support it.

The Commonwealth itself has recently recognized the importance of these principles in the context of data center development. The Governor stated that development should

demonstrate sufficient water and infrastructure capacity and should provide communities with a meaningful role in project development.

We believe the same basic planning principles should apply to housing policy: Development should be coordinated with the infrastructure and environmental capacity of the community in which it occurs.

Municipalities should not be placed in the position to have to plan decades into the future while the basic zoning rules on which those plans depend continue to change

We therefore respectfully ask the Legislature to consider the cumulative effect of these proposals before adopting additional statewide zoning requirements. We also ask that municipalities be meaningfully involved in developing housing policy and that local planning authority be preserved so communities can responsibly plan for growth.

The Commonwealth and its municipalities share an interest in producing housing, protecting natural resources, maintaining reliable infrastructure, and creating strong communities. We believe these goals can be advanced together through a collaborative approach that treats municipalities as partners in solving the housing challenge.

Thank you for your consideration and for your continued service to the Commonwealth.

Respectfully,

Town of Dartmouth Select Board

Heidi Silva-Brooks, Chairperson

Date

Christopher O’Neil, Vice Chairperson

Date

Shawn McDonald

Date

Nathan Silva

Date

David Tatelbaum

Date

Town of Dartmouth Planning Board

Lorri-Ann Miller, Chairperson

Date

Helio Rosa, Vice Chairperson

Date

Kevin Estes, Clerk

Date

Margaret Sweet

Date

Nicholas Psychopaidas

Date

Town of Acushnet Select Board

Kevin A. Gaspar, Sr Chairperson

Date

Robert Hinckley

Date

Ryan Rezendes

Date

Town of Mattapoisett Select Board

Jodi L. Bauer, Chairperson
Date _____

Jordan C. Collyer, Vice Chairperson
Date _____

Judy Mooney, Clerk
Date _____

Nicole Doyon Lynch
Date _____

Frances-Feliz Kearns
Date _____

Enclosures:

Addendum – Dartmouth’s Local Infrastructure and Planning Challenges

ADDENDUM - DARTMOUTH'S LOCAL INFRASTRUCTURE AND PLANNING CHALLENGES

The accompanying regional letter outlines our broader concerns regarding the cumulative effect of proposed statewide zoning changes. For Dartmouth, these concerns are not theoretical or abstract. Our community is already confronting significant infrastructure, environmental, and development challenges that demonstrate why local conditions must remain an important part of land use decisions.

Wastewater Capacity

Dartmouth is approaching the limits of our aging wastewater treatment plant, and with the four 40B developments we have in progress we are forecasted to exceed our capacity. We are in the beginning stages of undertaking a Comprehensive Wastewater Management Plan to determine how the Town should meet its needs for decades to come. At the same time, our wastewater treatment and collection systems require significant investment.

The Town must make decisions today about future wastewater capacity, where sewer service should be available, and how much growth the system needs to support. Significant changes to Dartmouth's development potential while that planning is underway could substantially change the assumptions on which these investments are based. The proposals under consideration by the Legislature and Question 7 create a real disincentive to expand public sewer availability.

Drinking Water

Dartmouth also faces challenges with its drinking water supply. We have increased reliance on water purchased from New Bedford due to a variety of issues. With the effects of climate change and its impact on our ability to run our own wells, we don't anticipate this reliance to be reduced over the decades to come.

Dartmouth is considering substantial investments in our drinking water infrastructure, including potential new sources such as connections with Fall River, additional wells, and other potential sources in order to ensure a reliable and economical long term supply.

Additional housing means additional water demand. Understanding where and how much development may occur is essential to determining what infrastructure Dartmouth will need.

Transportation and Roadways

Route 6 is Dartmouth's primary commercial and transportation corridor and already experiences significant congestion, along with the local roads and intersections that feed into it.

Many of the improvements needed along this corridor require cooperation from the Commonwealth because Route 6 is under state control. Dartmouth has repeatedly sought state assistance with transportation and safety concerns, specifically at the Rt. 6 and Faunce Corner Road intersection.

This creates a difficult situation for the Town in that state policy could substantially increase development and traffic while Dartmouth has limited authority to make improvements to the state roadway that carries much of that traffic.

Housing Already Under Development

Dartmouth is also already experiencing significant housing growth. Four Chapter 40B developments are currently in various stages of permitting, construction, or development within the Town.

These projects represent real additional housing that Dartmouth must plan to support. Their residents will use our roads, water systems, wastewater infrastructure, schools, public safety services, and other municipal resources.

The impact of housing already approved or underway should be part of the discussion when considering additional statewide changes that could further increase Dartmouth's development potential.

Aging Schools and Public Facilities

Dartmouth is confronting major capital needs, including aging school buildings. The Town is beginning the process of determining the future of Dartmouth Middle School while also considering needs throughout the school district.

These are among the largest and longest lasting investments a municipality makes. A school built today may serve the community for half a century, or longer. Enrollment projections, and therefore decisions about the size and cost of these facilities, depend in part on reasonable expectations about future housing and population growth.

Environmental Resources

Dartmouth's geography also requires careful planning. Much of the Town is not served by public sewer, and Dartmouth contains environmentally sensitive watersheds, wetlands, coastal resources, aquifers, agricultural land, and areas dependent on private septic systems.

The Town and Commonwealth have invested significant time and resources in protecting water quality and restoring impaired waters. Increasing residential density without

considering wastewater, stormwater, groundwater, and other environmental limitations risks working against those efforts.

Dartmouth is not arguing that these challenges mean housing cannot or should not be built. In fact, substantial housing development is already occurring here. Rather, Dartmouth illustrates why a one-size-fits-all approach to zoning can have unintended consequences.

Our Town is simultaneously planning for wastewater capacity, drinking water supply, aging schools, congested roads, environmental protection, major capital investments, and significant housing growth already underway. These issues are interconnected, and decisions made in one area affect the others.

We ask the Commonwealth to recognize these local conditions when establishing housing policy and to allow Dartmouth the ability to plan where and how additional growth can be responsibly supported.

Respectfully,

Town of Dartmouth Select Board

Heidi Silva-Brooks, Chairperson

Date

Christopher O'Neil, Vice Chairperson

Date

Shawn McDonald

Date

Nathan Silva

Date

David Tatelbaum

Date

Town of Dartmouth Planning Board

Lorri-Ann Miller, Chairperson

Date

Helio Rosa, Vice Chairperson

Date

Kevin Estes, Clerk

Date

Margaret Sweet

Date

Nicholas Psychopaidas

Date

WARRANT FOR THE SPECIAL TOWN MEETING Tuesday, November 17, 2026 at 7:00 p.m.

On Tuesday, the seventeenth of November, 2026 at 7:00p.m. in the
Walter Silveira Auditorium at the Elizabeth I. Hastings Middle School,
then and there, the following articles will be before you for a vote.

*The Finance Committee has reviewed and provided their recommendation as custom.
Contact the Select Board/Town Administrator's office for more information.*

Majority Vote needed unless stated otherwise

ARTICLE 1: APPROPRIATE INSURANCE PROCEEDS

To see if the Town will vote to appropriate insurance proceeds in the amount of \$168,628.08 to repair damages to an elementary school caused by the 2026 blizzard. This appropriation will cover flood damages., or take any action relative thereto.

Petitioned by: Fairhaven School Department

Select Board: Recommend _ (0-0 Vote)
Finance Committee: Recommend _ (0-0 Vote)

ARTICLE 2: FUND LABOR CONTRACT DISPATCH UNION

To see if the Town will vote to waive §50-9 of the Town Bylaws, Collective Bargaining Agreements Section, in accordance with subsection F and to fund the Dispatch Union Memorandum of Agreement, or take any other action relative thereto.

Petitioned by: Police Department

Select Board: Recommend _ (0-0 Vote)
Finance Committee: Recommend _ (0-0 Vote)

ARTICLE 3: REQUEST TO AUTHORIZE LEASEE TO PLACE AN ANTENNA ON WATER TOWER

To see if the Town will vote to authorize the Board of Public Works to enter into a lease or leases of space on the water tower located off Sconticut Neck Road and surrounding ground space on the parcel identified as Assessors Map 29, Lot 18C, for a term not to exceed 25 years, and any other necessary agreements relating to access, utilities, or otherwise, for the purpose of constructing, installing, maintaining, and operating communications facilities thereon, or take any other action relative thereto.

Petitioned by: Board of Public Works

Select Board: Recommend _ (0-0 Vote)
Finance Committee: Recommend _ (0-0 Vote)

ARTICLE 4: SEWER ARTICLE BALANCES TO SEWER NITROGEN PLANT ARTICLE 15A OF THE JUNE 18, 2022 TOWN MEETING

To see if the Town will vote to transfer the remaining balance of the West Island Treatment Plant Capital Improvements from Article 17C of the Special Town Meeting of October 20, 2020 in the amount of \$253,156 and the remaining balance of the Sunset Beach Sewer Extension from Article 15C of the Annual Town Meeting of June 18, 2022 in the amount of \$287,167 and transfer into 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

Select Board: Recommend _ (0-0 Vote)
Finance Committee: Recommend _ (0-0 Vote)

ARTICLE 5: GENERAL FUND OPERATING BUDGET FY27

To see if the Town will vote to transfer the sum of \$30,348 from unexpended articles to supplement the FY27 Accounting Department budget or take any other action relative thereto.

General Government Salaries and Wages	\$30,348
---------------------------------------	----------

Description: This article allocates funding to supplement the Accounting Department Salaries and Wages account to fully fund the Assistant Town Accountant position and fund the costs of hiring a new Town Accountant.

Unexpended Articles

Conservation Art. 25 ATM 5/2022 Grant Matching Funds	\$35,000.00
--	-------------

Petitioned by: Select Board

Select Board:	Recommend _ (0-0 Vote)
Finance Committee:	Recommend _ (0-0 Vote)

ARTICLE 6: CONSERVATION RESTRICTION: WEEDEN ROAD/DeNORMANDIE FARM WEST

To see if the Town will vote to authorize the Conservation Commission, with approval of the Select Board, to accept the assignment of Buzzards Bay Coalition's interest in a Conservation Restriction recorded in the Bristol Registry of Deeds at Book 11247, Page 98, on 117 acres on Weeden Road consisting of Parcels I, II, and III as described in said restriction; so that the Fairhaven Conservation Commission will be the sole grantee of said restriction, and to authorize the Select Board and Conservation Commission to seek all authorizations and execute such instruments as may be necessary to effectuate the assignment, or take any other action relative thereto.

Petitioned by: Conservation Commission

Select Board:	Recommend _ (0-0 Vote)
Finance Committee:	Recommend _ (0-0 Vote)

ARTICLE 7: ESTABLISH ADOPT/RE-ADOPT OPEB TRUST (MGL CH. 32B, S.20)

To see if the Town will vote to adopt and accept the provisions of Section 20 of Chapter 32B of the Massachusetts General Laws, as amended by Section 15 of Chapter 218 of the Acts of 2016, establishing an Other Post-Employment Benefits Liability Trust Fund; to authorize the Select Board and Treasurer to execute a declaration of trust creating an expendable trust for the purpose of holding monies appropriated to such fund; to designate the Treasurer as the trustee of such trust; to authorize the transfer of any and all monies currently held for the purpose of paying retiree health and life benefits to such trust; and to authorize the trustee to invest and reinvest the monies in such fund accordance with the Prudent Investor Rule established under Chapter 203C of the Massachusetts General Laws or take any other action relative thereto.

Petitioned by: Treasurer/Collector

Select Board:	Recommend _ (0-0 Vote)
Finance Committee:	Recommend _ (0-0 Vote)

Note: In 2011, the Town adopted MGL Ch 32B §20 establishing an OPEB Liability Trust Fund and did not fully execute a Trust Fund Agreement after the vote. To establish, the Town needs to re-adopt it.

ARTICLE 8: BYLAW AMENDMENTS

To see if the Town will vote to amend the Fairhaven General Bylaws to conform to the Fairhaven Town Charter, as outlined in Appendix A of the warrant by striking some of the existing language as indicated in strikethrough, or adding language as indicated in bold/underlined, or take any action relative thereto.

Petitioned by: Special Bylaw Review Committee

Select Board: Recommend _ (0-0 Vote)

Finance Committee: Recommend _ (0-0 Vote)

Note: The Special Bylaw Review Committee was charged to review existing bylaws to bring them into conformity with the provisions of the Charter and file a report with recommendations at Town Meeting.

ARTICLE 9: CITIZENS PETITION: PROHIBITION AND NON-RENEWAL OF AUTOMATED LICENSE PLATE READER (ALPR) SYSTEMS

To see if the Town will vote to amend the Town of Fairhaven Code of Bylaws by inserting a new General Bylaw prohibiting the procurement, operation, and contract renewal of ALPR systems as set forth in the attached full text (Pages 2 through 4 attached hereto and incorporated herein), or take any other action relative thereto.

SECTION 1: Title, Purpose, and Statutory Authority

- (a) Title: This bylaw shall be known and may be cited as the “Automated License Plate Reader (ALPR) Surveillance Prohibition Bylaw.”
- (b) Statutory Authority: This Bylaw is enacted pursuant to the Home Rule Amendment of the Massachusetts Constitution (Article 89), Massachusetts General Laws Chapter 40, Section 21(1) (prudential affairs and internal police regulation), and M.G.L. Chapter 214, Section 1B.
- (c) Purpose: The purpose of this Bylaw is to protect individual privacy, civil liberties, cybersecurity, and public safety under Article 14 of the Massachusetts Declaration of Rights and the Fourth Amendment to the United States Constitution against automated, indiscriminate vehicle location surveillance on public ways within the Town of Fairhaven, consistent with the principles articulated in *Commonwealth v. McCarthy*, 484 Mass. 493 (2020), and St. 2022, c. 127 (Massachusetts Shield Law)

SECTION 2: Definitions

For the purposed of this Bylaw, the following terms shall be defined as follows:

"Automated License Plate Reader" or "ALPR": Any camera, optical sensor, infrared sensor, software system, or network deployed to automatically scan, read, log, convert, track, or map motor vehicle license plates, vehicle attributes, or associated location data on public ways or municipal property, whether operating in real time or retroactively.

"ALPR Data": Any image, video record, license plate string, timestamp, geolocation coordinate, directional data, or analytical report generated by or derived from an ALPR system.

"Town Entity": Any municipal department, board, commission, official, employee, or agent of the Town of Fairhaven, including the Fairhaven Police Department.

"Public Way": Any public street, highway, avenue, road, sidewalk, parkway, bridge, or right-of-way owned, maintained, or controlled by the Town of Fairhaven, including all municipal real property.

"Privately Owned ALPR System": Any ALPR camera, sensor, or network owned, leased, or operated by a private individual, commercial enterprise, homeowner association, or non-governmental entity.

SECTION 3: Prohibition on Procurement, Deployment, and Private Integration

- (a) Ban on Procurement & Operation: No Town Entity shall procure, lease, accept, receive via grant or donation, install, maintain, or operate any ALPR system, hardware, software, or network on any Public Way or municipal property within the Town of Fairhaven.
- (b) Prohibition on Third-Party Networks: No Town Entity shall access, query, subscribe to, or utilize third-party ALPR databases, vendor networks, or shared automated location repositories for the purpose of continuous or automated vehicle tracking within the Town's jurisdiction, except as explicitly provided in Section 5.
- (c) Prohibition on Private Feed Integration: No Town Entity shall integrate municipal software with, accept direct data feeds from, or utilize administrative access dashboards provided by Privately Owned ALPR Systems operating within the Town of Fairhaven, except pursuant to a search warrant issued under M.G.L. c. 276 or an active emergency as defined in Section 5.

SECTION 4: Contract Non-Renewal, Camera Decommissioning, Data Retention, and Network Sharing Limits

- (a) Prohibition on Contract Extension or Renewal: No Town Entity shall renew, extend, expand, or modify any active lease, contract, vendor agreement, license, or memorandum of understanding between the Town of Fairhaven and any third-party vendor providing ALPR technology or network access (including, but not limited to, Flock Safety). Any active agreement shall be permitted to expire strictly at the conclusion of its current contractual term and shall not be renewed.
- (b) Mandatory Equipment Removal: Upon the expiration or conclusion of any active contract term, all physical camera units, sensors, mounting hardware, solar panels, and associated equipment installed on town-owned poles, rights-of-way, or public property shall be physically uninstalled and removed within thirty (30) calendar days of contract expiration.
- (c) Data Retention and Purging: The Town shall instruct all applicable vendors and third parties to purge and permanently delete all ALPR Data previously recorded or stored within the Town's geographic jurisdiction upon the conclusion of the active contract term, except to the extent that retention of specific records is explicitly required under M.G.L. c. 66 (Public Records Law) or by an active court order/subpoena.
- (d) Out-of-State Network Sharing Prohibition: In accordance with the Massachusetts Shield Law (St. 2022, c. 127), no ALPR Data or vehicle location data collected or held by the Town shall be automatically shared with, transmitted to, or made accessible via nationwide database networks to out-of-state law enforcement agencies, federal civil enforcement agencies, or third-party private aggregators.

SECTION 5: Exceptions & Preservation of Traditional Law Enforcement Authority

Nothing in this Bylaw shall be construed to prohibit, restrict, or impair:

- (a) Standard Recording Equipment: The deployment or use of standard officer-worn body cameras, dashboard-mounted vehicle cameras, handheld digital video equipment, or stationary security cameras that do NOT incorporate automated license plate recognition, character recognition, or real-time location mapping algorithms.
- (b) Judicial Search Warrants: Access to or procurement of specific, targeted vehicle records or location data pursuant to a search warrant issued by a court of competent jurisdiction under M.G.L. c. 276 or applicable law upon a showing of probable cause.
- (c) Emergency Exigent Circumstances: Targeted surveillance or data query during an active emergency event involving an immediate threat of death or serious physical injury (including AMBER Alerts or active violent crime response), strictly limited to the duration of the exigent event.
- (d) Mandatory State/Federal Reporting: The access to or transmission of data required to comply with mandatory state or federal public safety databases (such as CJIS or NCIC) or state highway operations governed by MassDOT.

SECTION 6: Severability

The provisions of this Bylaw are severable. If any section, subsection, sentence, clause, or phrase of this Bylaw is held invalid or unconstitutional by a court of competent jurisdiction or the Office of the Attorney General under M.G.L. c. 40, § 32, such decision shall not affect the validity or enforceability of the remaining portions of this Bylaw.

SUMMARY OF PROPOSED ARTICLE

(For inclusion in the official Warrant explanatory notes)

SUMMARY: This article amends the Town Code of Bylaws to prohibit future procurement, expansion, private network integration, or contract renewal of Automated License Plate Reader (ALPR) surveillance systems on public ways in Fairhaven. It permits existing vendor agreements to expire at the end of their current term without renewal, requires the physical removal of camera hardware within 30 days of contract expiration, prohibits out-of-state automated network data sharing under the MA Shield Law, and mandates, data purging in accordance with state retention laws. It preserves all standard police technology (dashcams, body cameras), judicial search warrant capabilities under M.G.L. c. 276, and emergency responses for active life-threatening events.

Petitioned by: Joseph Russell

Select Board: Recommend _ (0-0 Vote)

Finance Committee: Recommend _ (0-0 Vote)

Motion: To be provided by the Petitioner

AND, to transact any other business which may legally come before the meeting.

FURTHER, 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, fourteen days, at least, prior to the date of the meeting.

HEREOF FAIL NOT, and make due return of this warrant to the Town Clerk at the time and place of the meeting aforesaid.

Given under our hands this fourteenth day of October in the year of our Lord Two Thousand Twenty-Five

ANDREW ROMANO, CHAIR

NATALIE A. MELLO, VICE CHAIR

PAMELA KUECHLER, CLERK

ANDREW B. SAUNDERS

RICHARD F. TRAPILO

SELECT BOARD OF FAIRHAVEN

Posted on the official town website, at polling location (Fairhaven Recreation Center, 227 Huttleston Avenue)
and at Town Hall (40 Center Street).

_____, 2025.
Constable

Warrant must be posted by **November 3, 2026**
(at least *fourteen days prior* to the **November 17, 2026**, Special Town Meeting).

APPENDIX

APPENDIX A

Article 8: BYLAW AMENDMENTS

§1,7

C. The Town Clerk may include in the codified bylaws policies, rules and regulations enacted by the various Town agencies or officers, as well as the text of special legislation applicable to the Town, a list of legislation accepted by vote of the Town, a list of the designated special municipal employees, and such other information as the Clerk deems appropriate from time to time. Town agencies and officers who enact or amend any such policy, rule, regulation or list shall submit the text of that enactment to the Town Clerk for inclusion in the codification. **No rule or regulation adopted by any town agency shall be effective until 10 days following the date it has been published, in full, in local media and on the town website, and placed on file in the office of the town clerk.**

§2-6

D.2 Revenues. The Town Accountant shall establish the Town Hall Auditorium Revolving Fund as a separate account and credit to the fund all of the fees charged and received by the ~~Selectmen~~ **Select Board's** Office in connection with Town Hall auditorium rentals

§22-2

[UNDER REVIEW]

§33-3

The duties of the Finance Committee shall be to ~~thoroughly~~ investigate all articles on the warrant for the Annual and Special Town Meetings that call for appropriations of money for town purposes and also all articles that in any way may affect the finances of the town, and shall report in writing to the Town Meeting members its recommendations thereto.

§33-4

The Finance Committee shall ~~(with the exception of the Secretary)~~ serve without pay but may be reimbursed for all necessary expenses incurred in performance of its duties upon approval of such expenditures by the Select Board. Such expense when incurred and approved for payment by the Select Board shall be charged to the Town Meeting Expense Account.

§33-5

Vacancies among the members of the Finance Committee ~~which may occur by death, resignation or removal from the town~~ shall be filled in the manner heretofore specified by appointment for the unexpired term only.

§33-7

~~The Finance Committee shall~~ **Annually**, not later than one week prior to the time fixed for the Annual Town Meeting, **the Finance Committee shall** prepare, **and** publish, **and distribute**, for the benefit of Town Meeting members and voters, ~~and distribute to the same~~ its recommendations as to the several articles on the warrant coming under its jurisdiction, and the amounts required to be appropriated to cover the expenditures of the various departments of the town for the next fiscal year. It shall also report, in detail, the amounts of maturing bonds or notes and the amount required for interest or other outstanding indebtedness of the town. It shall also at the same time prepare and publish a comparative statement, in parallel columns, of each department of funds and the expenditures thereof for the previous two years. It shall at the same time report and publish estimates of revenues from all sources, as far as possible, with the probable amount to be levied and raised by taxation to defray the expenses and liabilities of the town for the next ensuing fiscal year.

§33-8

No person shall be eligible to serve on the Finance Committee who is an employee of the town or who holds an elective or appointive position in the town government, whether or not the employment or position carries any salary or compensation, except Town Meeting members elected under Section ~~2 of chapter 285 of the Acts of 1930~~ **4-1 of the Fairhaven Town Charter** and except appointed members of any advisory or ad hoc committees.

There shall be a Department of Finance which will be under the direction of the Director of Finance. The Department of Finance shall provide personnel and equipment to the offices of the Treasurer, Board of Assessors, Town Accountant, Town Collector ~~and Purchasing Officer~~, which shall be the Divisions of the Department of Finance. The Director of Finance ~~will~~ shall coordinate the activities of the various Divisions of the Department of Finance and, subject to applicable law, shall supervise the operation of those Divisions.

- A. The Director of Finance shall be appointed by the Select Board ~~for a term of one to three years~~ and may be removed at its discretion. The Director of Finance shall be sworn to the faithful performance of ~~his/her~~ the duties of the office. During the time that the Director of Finance holds office, ~~he/she~~ the Director of Finance shall hold no elective Town office in the town of Fairhaven, but the Director of Finance may be appointed by the Select Board or, with its approval, by any other Town officer, board, committee or commission to any other Town office or position consistent with the office of Director of Finance. ~~He/she~~ The Director of Finance shall receive such aggregate compensation, not exceeding the amount appropriated therefor, as the Select Board may determine. ~~He/she~~ The Director of Finance shall act by and for the Select Board in any matter which it the Select Board may assign to him/her the office relating to the administration of the financial affairs of the Town or of any Town office or department under its supervision and control or, with the prior approval of the Select Board, may perform such other duties as may be requested ~~of him/her~~ by any other Town officer, board, committee or commission.
- B. In addition to those duties otherwise established by law, the specific duties and qualifications of the Director of Finance shall be as follows:
 1. ~~The Director of Finance shall be responsible for the operation of the Finance Department including the Divisions of Accounting, Collection, Assessing, Treasury and Purchasing.~~ The Director of Finance shall be responsible for assisting the Town Administrator in the preparation of the budget and the long-range strategic financial plan of the town

~~§37-4 Division of Purchasing; Purchasing Officer~~

- ~~A. There shall be a Division of Purchasing within the Department of Finance, which division shall be under the direction of a Purchasing Officer. The Purchasing Officer shall be appointed by the Select Board for a term of one to three years and may be removed at its discretion. He/she shall be sworn to the faithful performance of his/her duties. He/she may be appointed by the Select Board or, with its approval by another Town officer, board, committee or commission, to any other Town office or position consistent with his/her office. He/she shall receive such aggregate compensation, not exceeding the amount appropriated therefor, as the Select Board may determine.~~
- ~~B. The Purchasing Officer, under the general direction of the Treasurer, shall be responsible for the operation of the Purchasing Division. The duties shall include central purchasing, contract administration, risk management and inventory control.~~
- ~~C. The Purchasing Officer shall be qualified for the position in terms of education and training. He/she shall have an associate of arts degree in business or a related field. A bachelor's degree would be preferred. He/she shall have a minimum of five years of experience doing administrative work in the private or public sector, preferably in the areas of purchasing, contract administration or risk management, with the knowledge of computers desirable. He/she shall have a demonstrated ability to work diplomatically with the public, vendors and employees.~~
- ~~D. The Select Board may vary the duties and qualifications of the Purchasing Officer if it finds such variance is in the best interest of the Town and does not derogate from the intent of the bylaws and is not otherwise contrary to law.~~

There shall be a Capital Improvement Program ~~is established~~ for land purchases, construction and renovation of buildings, major equipment and machinery purchases, road and drainage reconstruction, and the construction and

reconstruction of special facilities such as local school projects, sewer and water mains, and water treatment and sewage disposal facilities.

§40-2

~~The Select Board shall appoint a~~ **There shall be a** Capital Planning Committee ("Committee") **appointed by the select board and** consisting of seven voting members **and three or more nonvoting ex officio members** to assist and advise the Town Administrator in preparing a five-year Capital Improvement Plan. The voting members shall serve terms of three years. Initially two voting members shall serve for one year, two for two years, and three for three years, and they may be reappointed. The Committee shall be comprised **as follows by the following voting members:**

A. Voting members:

- (1) ~~One A~~ member of the Board of Public Works or an appointee thereof;
 - (2) A person who is a member of the ~~Fairhaven local~~ School Committee or an appointee thereof;
 - (3) A resident of Fairhaven who represents the business, financial, or banking community;
 - (4) A resident of Fairhaven with experience in the management of construction activities;
 - (5) A resident of Fairhaven knowledgeable about the Town's needs in the areas of open space and recreation facilities or activities;
 - (6) **The Director of Finance; A designee of the Finance Director, or, in the absence of a Finance Director, a Town financial staff member, designated by the Town Administrator, said financial designee to act as Chair of the Committee;** and
 - (7) **The Town Administrator**
- ~~1. One resident member appointed by the Select Board.~~

The Commission may also include such other nonvoting ex officio members as the select board deems appropriate from time to time.

§50-11

Notice of all such meetings shall be posted in accordance with the requirements of the Open Meeting Law, MGL c. 30A, **Section 7-5 of the Town Charter**, and shall contain the date, time and place of such meeting and a listing of topics that the Chair reasonably anticipates will be discussed at the meeting.

§56-1

~~D. The Select Board shall have the power to sell, without the vote of the town, any and all personal property belonging to the town and no longer needed at public auction or private sale upon such terms as the Select Board deems proper, provided that the value does not exceed 250~~

§65-1

There shall be a Planning Board of ~~eight~~ **nine** members for **3-year overlapping terms** under the provisions of MGL c. 41, § 81A, with all of the powers and duties provided therein

GLOSSARY OF TERMS

Appropriation: An authorization to make expenditures and to incur obligations for specific purposes. An appropriation is granted by Town Meeting and is usually limited in time and amount as to when it may be expended. Any part of the general appropriation not spent or encumbered by June 30 automatically reverts to surplus, which may become Free Cash. A specific appropriation is carried forward from year to year until spent for the designated purpose or transferred by Town Meeting vote to another account.

Assessed Valuation: A valuation set upon real or personal property by the Board of Assessors as a basis for levying taxes.

Budget: A plan of financial operation consisting of an estimate of proposed expenditures for a given period and the means of financing them. The budget voted at Town Meeting is for the fiscal year that begins July 1st.

Capital Budget: A multi-year plan of spending for large capital items requested by Town Departments. Most of these items are voted on individually as special or capital warrant articles.

Cherry Sheet: Named for the cherry-colored paper on which they were originally printed, the Cherry Sheet is the official notification to cities, towns, and regional school districts of the next fiscal year's state aid and assessments. The aid is in the form of distributions, which provide funds based on formulas and reimbursements that provide funds for costs incurred during a prior period for certain programs or services.

Community Preservation Act (CPA): The Town adopted the Community Preservation Act (CPA) in 2006. This Act allows the town to collect up to a 3% surcharge (Fairhaven has voted 2%) on property tax bills (the funds can be matched by the state when funds are available), which creates the Community Preservation Fund, to use for Community Preservation purposes. Each year, the town must appropriate, or reserve (but not necessarily spend), 10% of the funds for each of the three Community Preservation purposes: Open Space, Historic Resources, and Community Housing. The remaining 70% of the funds can be appropriated or reserved used for any of the three purposes and for Recreation and for administration.

Debt Service: Payment of interest and repayment of principal to holders of the Town's debt instruments.

Enterprise Fund: A type of fund used by a municipality to account for activities that provide goods or services to the general public, where the costs are recovered through user fees rather than taxes.

Fiscal Year: A 12-month period, commencing July 1 and ending June 30, to which the annual budget applies. Fiscal years are often denoted FYXX with the last two numbers representing the calendar year in which it ends, for example, FY19 is the fiscal year ending June 30, 2019.

Free Cash: Free cash is the portion of unreserved fund balance available for appropriation. It is not cash but rather is approximately the total of cash and receivables less current liabilities and earmarked reserves also reduced by reserves for uncollected taxes. This is also referred to as "surplus revenue". The amount is certified annually by the Massachusetts Department of Revenue.

General Fund: The major town-owned fund which is created with town receipts and which is charged with expenditures payable from revenues.

Grant: A contribution of assets by a governmental unit or other organization for specific purposes. Typically, these contributions are made to local governments from the state and federal governments.

Line-Item Budget: A format of budgeting that organizes costs by type of expenditure such as expenses, equipment, and salaries.

Other Post-Employment Benefits (OPEB): Other Post-Employment Benefits, refers to the non-pension benefits, such as, health, dental, vision and life insurance, provided to retired public employees and their beneficiaries.

Overlay: The amount set aside to allow for uncollected property taxes. An amount for the overlay is added to the appropriations and other charges.

Property Tax Levy: The amount produced by multiplying the assessed valuation of property by the tax rate. The tax rate is expressed “per thousand dollars” of assessed valuation.

Reserve Fund: Money set aside by Town Meeting to be allocated by the Finance Committee for extraordinary or unforeseen expenditures.

Stabilization Fund: A special reserve funded by Town Meeting for future expenditures.

Tax Classification: Before setting the tax rate each year, a classification hearing is held by the Select Board to determine the shares of the tax levy to be paid by each class of property in the community, and whether to allow an open space discount, residential exemption, or small commercial exemption. The Assessors provide information about the impact of these options at the hearing. The decisions of the Select Board are reported to the Bureau of Accounts and are referred to as the “Classification Tax Allocation.”



October 13, 2026

TOWN ADMINISTRATOR REPORT



October 13, 2026

MINUTES

1. Accept the Open Session minutes of September 28, 2026