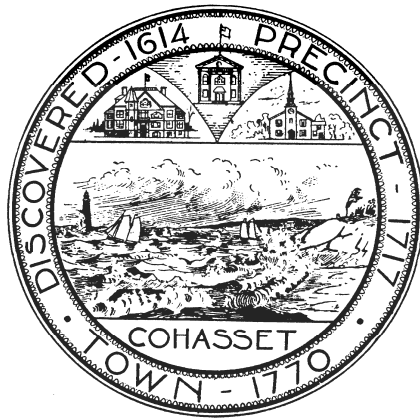


**TOWN OF COHASSET**

# **WARRANT**



**ANNUAL TOWN MEETING**

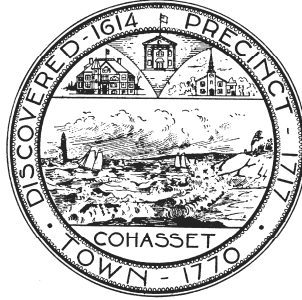
**SATURDAY, APRIL 30, 2011**

**9:00 A.M.**

**COHASSET HIGH SCHOOL  
SULLIVAN GYMNASIUM  
COHASSET, MASSACHUSETTS**

## TABLE OF CONTENTS

	<u>Page #</u>
Table of Contents	2
Town Manager’s Message	3-5
Warrant Articles	
1 Annual Town Report	6
2 Report of Committees	6
3 Operating Budget	7
4 Union Contracts	7
5 Capital Stabilization Fund	7
6 Capital Improvements Budget	8
7 Community Preservation Committee	8
8 Unpaid Bills from Previous Years	9
9 Release of Sewer Easements	9
10 Supplemental Appropriations for Fiscal 2011	10
11 Sewer Enterprise Fund Transfer	10
12 Post-Retirement Health Insurance Liability Stabilization Fund	11
13 Amendment to Tax Exemption for Seniors	11
14 Overlay Transfer	11
15 Community Septic Program	12
16 Senior Center Lease Agreement	12
17 General Bylaw Amendment – Date for Annual Town Meeting	13
18 General Bylaw Amendment – No Mailing of Special Town Meeting Warrant	13
19 Zoning Amendment – Amend Zoning Map	14
20 Zoning By-Law Amendment – Section 2: Definitions	14
21 Zoning By-Law Amendment: Wind Energy Conservation Facility Bylaw	15
22 Citizens Petition – Amendment of the Zoning Map to Remove a Parcel From the “Village Business District” and Establishing it as a Residence (A) District.	19
Appendix A – Fiscal 2012 Operating Budget	21-26
Appendix B – Classification & Compensation Schedule	27-31
Moderator’s Message – Town Meeting Procedures	32
Town Government Resource Bank Form	33
Town Telephone Numbers	34
Cohasset Emergency Management Planning Guide	35



To: Citizens of Cohasset

From: Stephen J. Lombard, Interim Town Manager

Date: April 4, 2011

Re: Fiscal 2011 Revenue & Budget Recommendations

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I am pleased to present to you the FY 2012 Town Manager's Recommended Budget as outlined in Appendix A of this report which provides the same level of services the voters approved at the 2010 Annual Town Meeting last March.

Appendix B of this report provides compensation and classification information for Town employees..

The operating budget including the Enterprise funds is \$41,105,833. The General Government Operating budget is \$33,379,854.00, which is an increase of \$713,919.00 or 2.2% over FY2011 and is within Proposition 2 ½.

The Town of Cohasset, like our surrounding cities and towns, is still having to struggle with the poor economy and that is reflected within the revenue projections and expenditures. State Aid remains at a lower level than FY11 and only a slight increase in local receipts is anticipated for FY12.

### REVENUE PROJECTIONS

#### TAX LEVY:

Total revenues for FY12 are estimated to be \$935,000.00 more than FY11 and State Aid is estimated to experience a reduction of 10% for this period. My Projections for FY12 are very conservative and spending for Town Budgets reflects these projections.

#### SHARED EXPENSE PROJECTIONS:

FY11 indicated a very small increase in this area. FY12 shows a dramatic increase in the area of Benefits and insurance of \$515,431,00 or 11.2% almost 10% more than FY11.

#### ALLOCATION OF NET ADDITIONAL REVENUES:

The Budget Planning Group was formed in 2009 to monitor town budgeting and revenue projections in order to develop financial policies to govern the fiscal process, and to identify issues and programs that should be studied in detail to determine if cost savings and /or improved services could be realized. Through these discussions, the Budget Planning Group developed a formula that provided a distribution of net additional revenues of 39% to the Town Budget and 61% to the Cohasset School Department. As a result of this formula, the net revenue available for FY12 is \$603,000; \$368,000.00 to schools and \$235,000 to the Town. Thus, my recommended Town Operating Budget is \$12,883,684 and the School Budget is \$15,402,478.

RECOMMENDED FISCAL 2012 OPERATING BUDGET:

The recommended budget incorporates all agreed upon collective bargaining agreements for FY12, and also, includes a 2% cost of living raise for non-union and contracted employees. It should be noted that these employees did not receive a raise in FY10. This budget also includes one new position, Fire Inspector in the Fire Department. New fees have been instituted by the Fire Department and accepted by the Board of Selectmen that will offset some of the costs of this position as well as increased awareness and inspections of businesses and homes that will result in fewer overall responses by the Fire Department.

The Cohasset School Committee at its public hearing on March 2, 2011 has certified a budget of \$15,732,294.00. This budget is higher than what I have recommended and will require additional funds or be reduced at the Annual Town Meeting. The School Department will make its report at Town Meeting. The recommended Fiscal 2012 by budget category is presented below, including the Town Manager’s recommended School Budget of \$15,402,478. The more detailed budget recommendation is found in Appendix A of this Warrant.

REDCOMMENDED FISCAL 2012 GENERAL GOVERNMENT BUDGET

<b>Budget Category</b>	<b>FY11 Budget</b>	<b>FY12 Budget</b>	<b>\$ Inc/Dec</b>	<b>% Inc/Dec</b>
Administrative Services	1,541,944	1,987,821	445,877	28.9
Public Safety Services	4,336,814	4,078,136	-258,678	-5.0
Cohasset Schools	15,034,478	15,402,478	368,000	2.4
Regional Voc. School	74,461	45,106	-29,355	-3.9
Public Works/Facilities	2,157,827	2,201,701	43,874	2.0
Health & Welfare	343,801	358,057	14,256	4.1
Culture & Recreation	617,613	619,413	1,800	.02
Debt Service	3,980,736	3,593,450	-387,286	-9.7
Benefits & Insurance	4,578,261	5,093,692	515,431	11.2
<b>Total</b>	<b>32,665,935</b>	<b>33,379,854</b>	<b>713,919</b>	<b>2.11</b>

The increase in Administrative Services is due to re-allocation of expenses from the Fire and police budgets. Previously, the fire protection fees totaling \$264,000.00 were

included in the Fire Dept budget. I have placed these cost in the Unclassified Budget. The Unclassified Budget now includes the cost for the new Regional Emergency Communication Center that the Town will now be using for emergency dispatching services for both the Police and Fire Depts. I have budgeted \$160,000.00 as the Town of Cohasset's share of the cost. This is only an estimate at this time. The Center is supposed to be fully operational sometime in August, 2011. This change in budgeting allocation is an increase of \$424,000 to the Unclassified Budget for FY12, and accounts for the major increase in Administrative Services.

ENTERPRISE BUDGETS

Sewer Budget	2,272,785	2,992,482	719,697	32.0
Water Budget	4,643,637	4,733,497	89,860	1.9

The enterprise budgets will not required any increase in rates for either the sewer or water operations.

Finally, I wish to thanks the Board of Selectmen, Advisory Committee, School Committee, Budget Planning Group, Superintendent of Schools Dr. Denise Walsh, Business Manager, David DeGennaro, Finance Director, John Stanbrook, and Interim Finance Director, Eric Kinsherf, for all their assistance in helping me prepare this budget under very trying circumstances.

I want to especially thank all the employees and department heads without whose cooperation, I would not have been able to prepare nor present this budget to you. Lastly, Jennifer Oram of the Town Manager's Office has been of invaluable assistance to me during the entire time that I have been here. Without her knowledge and experience of the operations of the Town Manager's office, I would have struggled to complete this report and perform all the duties required of this office.

I will be prepared to answer any questions the voters may have at the Town Meeting. In the meantime, please do not hesitate to contact me with any questions of concerns at 781-383-4105 or at [slombard@townofcohasset.org](mailto:slombard@townofcohasset.org). Thank you.

Respectfully submitted,

Stephen J. Lombard  
Interim Town Manager

**TOWN OF COHASSET**  
**WARRANT FOR 2011**  
**ANNUAL TOWN MEETING**

**APRIL 30<sup>TH</sup> FOR THE TRANSACTION OF BUSINESS**  
**MAY 7<sup>TH</sup> FOR THE ELECTION OF OFFICERS**

**COMMONWEALTH OF MASSACHUSETTS**

**NORFOLK, ss**

To the Constables of the Town of Cohasset, in the County of Norfolk.

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Cohasset who are qualified to vote in Elections and Town Affairs to meet at the Cohasset High School Gym.

**SATURDAY, THIRTIETH DAY OF APRIL, 2011.**

At 9:00 o'clock in the forenoon, then and there to act on the following articles:

**Article 1: Annual Town Report**

To act upon the reports of the various Town Officers as printed in the Annual Town Report for 2010, or take any other action related thereto.

**BOARD OF SELECTMEN**

*INFORMATIONAL SUMMARY: This article asks the Town Meeting to accept the reports of the Town Officers that are printed in the Annual Town Report for Calendar Year 2010. Copies of the Town Report are available in the Town Clerk's Office and the Office of the Board of Selectmen.*

**Article 2: Reports of Committees**

To hear the reports of any Committee heretofore chosen and act thereon, or take any other action related thereto.

**BOARD OF SELECTMEN**

*INFORMATIONAL SUMMARY: This article provides an opportunity for Boards and Committees to present a report directly to the Annual Town Meeting. As of the printing of this Warrant, the Board of Selectmen has not requested any specific reports. Any recommended reports will take place at the Annual Town Meeting.*

**Article 3: Operating Budget**

To see if the Town will vote to fix salaries and compensation of Elected Officers, and to see what sums the Town will vote to raise and appropriate from available funds or otherwise, for the payment of the salaries and compensation, expenses, equipment and outlays, capital and otherwise, of the several Town Departments, including the enterprise funds for the Water Department and Sewer Department, for the ensuing fiscal year, or to take any other action related thereto.

**BOARD OF SELECTMEN**

*INFORMATIONAL SUMMARY: This article requests Town Meeting to accept the Town Manager's Proposed Fiscal 2012 Operating Budget as set forth in APPENDIX A and APPENDIX B of this warrant booklet. For a more detailed explanation of the Proposed Budget, please refer to the Town Manager's Annual Report contained at the beginning of this Warrant.*

Board of Selectmen: Recommend Approval by a Vote of 5-0  
Advisory Committee:

**Article 4: Union Contracts**

To see if the Town will vote to raise and appropriate borrow pursuant to any applicable statute, and/or transfer from available funds, a sum or sums of money, to be expended by the Town Manager, to fund the FY12 cost items of a collective bargaining agreement between the Town, represented by the Board of Selectmen, and the Fire Department employees represented by Local 2804, Cohasset Permanent Firefighters, the Library employees represented by SEIU Local 888, Clerical employees represented by SEIU Local 888, and Cohasset Police Lieutenant's Association represented by Local 84 in accordance with Chapter 150E of the General laws, or take any other action related thereto.

**BOARD OF SELECTMEN**

*INFORMATIONAL SUMMARY: This article requests funding for those Fiscal 2012 cost items contained in collective bargaining agreements between the Town and unions representing the firefighters, library employees, clerical employees and police lieutenants.*

Board of Selectmen: Recommend Approval by a Vote of 4-1  
Advisory Committee:

**Article 5: Capital Stabilization Fund**

To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow pursuant to any applicable statute a sum of money to be deposited into the Capital Stabilization Fund, or to take any other action related thereto.

**Board of Selectmen for CAPITAL BUDGET COMMITTEE**

*INFORMATIONAL SUMMARY: The purpose of this article is to raise and appropriate and transfer sums of money into the Capital Stabilization Fund from declining debt service on previously financed capital projects and unexpended balances for prior capital projects. The*

*Capital Stabilization Fund is used to finance new capital appropriations through direct appropriations and new debt service. It is expected that \$480,000 will be appropriated into the fund at the annual town meeting from declining debt service, and that approximately \$33,876.46 will be transferred into the fund from remaining balances from previous capital projects and equipment.*

Board of Selectmen: Recommend Approval by a Vote of 5-0  
 Advisory Committee:

**Article 6: Capital Improvements Budget**

To see if the Town will vote to raise and appropriate, transfer from a available funds or borrow pursuant to any applicable statute, a sum of money to fund various capital improvements, capital projects and/or capital equipment for the various departments, boards, commissions and agencies of the town, as listed below, or take any other action related thereto.

<u>Entity</u>	<u>Purpose</u>	<u>Amount</u>
School Department	Kitchen Equipment	\$15,000
Fire Department	Computer Server for regional dispatch	\$10,000
Recreation Department	Resurface Milliken Field Tennis Courts, repair retaining wall, replace nets	\$25,000
Police Department	Cell Upgrade	\$20,000
Police Department	Marked Cruiser	\$31,000
Selectmen	New MIS for financial, HR management	\$91,400
Selectmen	Permitting, engineering costs for Bound Brook Dam/Culvert repair	\$20,000
Total ATM FY '12		<b>\$212,400</b>

**BOARD OF SELECTMEN**

*INFORMATIONAL SUMMARY: This article would provide for the funding for various capital projects and equipment for town departments.*

Board of Selectmen: Recommend Approval by a Vote of 5-0  
 Advisory Committee:  
 Capital Budget Com: Unanimously in favor

**Article 7: Community Preservation Committee**

To see if the Town will vote to adopt and approve the recommendations of the Community Preservation Committee for Fiscal Year 2012, and to see if the Town will vote to implement such recommendations by appropriating a sum or sums of money from the Community Preservation Fund established pursuant to Chapter 44B of the General Laws, and by authorizing the Board of Selectmen, with the approval of the Community Preservation Committee to acquire, by purchase, gift or eminent domain such real property interests in the name of the Town, or enforceable by the

Town, including real property interests in the form of permanent affordable housing restrictions and historical preservation restrictions that will meet the requirements of Chapter 184 of the General Laws, as may be necessary or proper to carry out the foregoing, or to take any action related thereto.

**Board of Selectmen for COMMUNITY PRESERVATION COMMITTEE**

*INFORMATIONAL SUMMARY: Under the Community Preservation Act, the Community Preservation Committee is required each year to make a recommendation to the Annual Town Meeting as to how the Community Preservation funds raised through local taxation and state matching funds are to be spent. A recommendation to the Annual Town Meeting is required even if the Committee recommends that the money be reserved rather than spent. A list of the expected Motions will be offered by the Community Preservation Committee at Town Meeting.*

Board of Selectmen: Recommendation at Town Meeting  
Advisory Committee: Recommendation at Town Meeting

**Article 8: Unpaid Bills from Previous Years**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow, pursuant to any applicable statute, a sum or sums of money, to be expended by the Town Manager, to pay for unpaid bills from previous fiscal years, or to take any other action related thereto.

**BOARD OF SELECTMEN**

*\*\*\*INFORMATIONAL SUMMARY: This article is required in case funding from available funds is needed to pay for bills incurred by the Town from previous fiscal years that for one reason or another were not paid during the particular fiscal year in which the bill was received. Bills total in the total amount of \$34,063.47*

Board of Selectmen: Recommend Approval by a Vote of 4-0  
Advisory Committee:

**Article 9: Release of Sewer Easements**

To see if the Town will vote to authorize the Board of Selectmen, pursuant to G.L. c.40 and based upon determinations by and recommendations of the Board of Sewer Commissioners, to release, dispose of or otherwise abandon all or any portions of all or any of those certain permanent sewer and access easements affecting properties located within all currently existing sewer service areas, granted to the Town in connection with past Town sewer expansion, extension and service projects, and described on a list on file with the Town Clerk, for a minimum of \$1.00 for each such release, disposition or abandonment, including but not limited to any related grinder pumps and other improvements, or to take any other action related thereto.

**Board of Selectmen for SEWER COMMISSION**

*INFORMATIONAL SUMMARY: This article will authorize the Selectmen to release easements for properties on which town-owned grinder pumps are located. Such a release will be recommended in cases where the property owners choose not to participate in the town-owned grinder pump maintenance program, and are willing to accept all responsibility for ownership*

*and maintenance of their grinder pumps. In certain cases the grinder pumps have already been retro-fitted with new, E-One grinder pumps. Those properties are not eligible for release of their easements until the original betterment period has expired and those property owners must continue to participate in the town-owned grinder pump maintenance program. The maintenance program has been structured such that by the end of the betterment period all grinder pumps will have been retro-fitted.*

Board of Selectmen: Recommend Approval by a Vote of 4-0  
Advisory Committee

**Article 10: Supplemental Appropriations for Fiscal 2011**

To see if the Town will vote to raise and appropriate, borrow pursuant to any applicable statute and/or transfer from a available funds, a sum or sums of money, to be expended by the Town Manager, needed by various departmental budgets and appropriations to complete the fiscal year ending June 30, 2011 or to decrease or otherwise adjust any budget line item as appropriated by the town at the 2010 annual town meeting or the November 15, 2010 and the March 14, 2011 special town meeting, or to take any other action related thereto.

**BOARD OF SELECTMEN**

*INFORMATIONAL SUMMARY: This article requests additional funding for various departmental budgets that are experiencing a shortfall for Fiscal 2011.*

Board of Selectmen: Recommend Approval by a Vote of 3-1  
Advisory Committee:

**Article 11: Sewer Enterprise Fund Transfer**

To see if the Town will vote to transfer the sum of Two Hundred Seventy Five Thousand Dollars (\$275,000) from Sewer Enterprise Fund Retained Earnings and the sum of Two Hundred Thousand Dollars (\$200,000) from the FY11 Debt Service appropriation line item; for a total of Four Hundred Seventy Five Thousand Dollars (\$475,000) to the FY11 General Expenses appropriation budget line item; or take any other action related thereto.

**Board of Selectmen for SEWER COMMISSION:**

*INFORMATIONAL SUMMARY: The FY11 debt service expenses for the Sewer Enterprise Fund were overestimated and general expenses related to the purchase of E-One grinder pumps were underestimated. This article (if passed) will reallocate the FY11 budgeted expenses for the Sewer Enterprise Fund.*

Board of Selectmen: Recommend Approval by a Vote of 4-0  
Advisory Committee:

**Article 12: Post-Retirement Health Insurance Liability Stabilization Fund**

To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow pursuant to any applicable statute a sum of money to be deposited into the Post-Retirement Health Insurance Liability Stabilization Fund, or take any other action related thereto.

**Board of Selectmen for TOWN MANAGER**

*INFORMATIONAL SUMMARY: The Post-Retirement Health Insurance Liability Stabilization Fund was authorized at the 2008 annual town meeting for the purpose of funding health insurance expenses for future retired town employees.*

Board of Selectmen:  
Advisory Committee:

**Article 13: Amendment to Tax Exemption for Seniors**

*To see if the town will vote to accept Section 4 of Chapter 73 of the Acts of 1986 to grant an additional real estate tax exemption of not more than one hundred percent (100%). Such additional exemption may be granted to persons who qualify for property tax exemptions under clauses 17, 17C ½, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42 and 43 of Section 5 of Chapter 59 of the Massachusetts General Laws and also, to see if the town will vote to accept the amendment of Clause 41C in accordance with Chapter 184, Section 51 of the Acts of 2002, to subsequently grant an additional real estate tax exemption of not more than one hundred percent (100%). Such additional exemption may be granted to persons who qualify for property tax exemption under clause 41C of Section 5 of Chapter 59 of the Massachusetts General Laws, or to take any other action related thereto.*

**Board of Selectmen for THE DEPUTY ASSESSOR**

*INFORMATIONAL SUMMARY: This first section of this article allows the Board of Assessors to increase all exemptions granted in the Town of Cohasset by 100%. In an attempt to further assist seniors, the second section of this article allows the Board of Assessors to grant an additional increase of 100% to applicants who qualify under Clause 41C (Seniors). This article is subject to annual town meeting approval.*

Board of Selectmen: Recommend Approval by a Vote of 5-0  
Advisory Committee: Recommend Approval by a Vote of 5-0 (1 abstention)

**Article 14: Overlay Transfer**

To see if the town will vote to transfer from the Fiscal Year 2008 Assessors' Overlay the sum of Four Thousand Five Hundred Dollars and no cents (\$4,500.00) to the Fiscal Year 2009 Assessors' Overlay, or to take any other action related thereto.

**Board of Selectmen for THE DEPUTY ASSESSOR**

*INFORMATIONAL SUMMARY: Fiscal Year 2009 Overlay was depleted by a recent Appellate Tax Board decision. This article will provide funding for two additional Appellate Tax Board settlements.*

Board of Selectmen: Recommend Approval by a Vote of 5-0  
Advisory Committee: Recommend Approval by a Vote of 6-0

**Article 15: Community Septic Program**

To see if the Town will vote to appropriate a sum of money for the purpose of financing the following water pollution facility projects: repair, replacement and/or upgrade of septic systems, pursuant to agreements with Board of Health and residential property owners, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; and to meet this appropriation, to see if the town will vote to borrow from the Massachusetts Water Pollution Abatement Trust or otherwise, or to raise and appropriate or transfer from available funds, or to take any other action relative thereto.

**Board of Selectmen for the BOARD OF HEALTH**

*INFORMATIONAL SUMMARY: The purpose of this article is to authorize a \$3,000,000 bond issue to allow homeowners with failed septic systems to upgrade those systems to Title 5 standards or connect to an existing sewer line. The town will borrow the money from the state at 0% interest, re-loan the funds to homeowners at a 2% interest rate, and the homeowners will pay the town for the loan through betterment assessments.*

The certified copy of the vote needs to specify a 2/3 majority vote passage.

Board of Selectmen: Recommendation at Town Meeting  
Advisory Committee:

**Article 16: Senior Center Lease Agreement**

To see if the Town will vote to authorize the Board of Selectmen, with the assistance of the Town Manager and subject to G.L. c. 30B, to lease property for public senior center purposes and to enter into a lease agreement with the owner of the property for a term not to exceed 3 years; to see if the Town will vote to raise and appropriate, borrow pursuant to any applicable statute or transfer from available funds, a sum of money for such purposes; or to take any other action related thereto.

**BOARD OF SELECTMEN**

*Informational Summary: This article will allow the Senior Center to enter in to lease agreement for a temporary location until the new Senior Center is constructed.*

Board of Selectmen: Recommend Approval by a Vote of 4-0  
Advisory Committee:

**Article 17: General Bylaw Amendment – Date for Annual Town Meeting**

To see if the Town will vote to amend Article II Section 1 (a) of the General Bylaws by deleting the words “in either March or April of any year and replacing them with the new words “in March, April or May of any year”, so that the text of the bylaw after amendment reads as follows:

ARTICLE II, SECTION 1. ANNUAL TOWN MEETING

- a. The Board of Selectmen shall set the date for the Annual Town Meeting on or before December 1<sup>st</sup> of the preceding year. The Annual Town Meeting shall be held on a Saturday commencing at a time of that day established by the Board of Selectmen at the time of issuance of the warrant in the months March, April or May of any year. The meeting for the election of those officers who by law must be elected by ballot, and for determining, such matters as by law must be decided by ballot, shall take place within the thirty-five (35) days after the opening of the Annual Town Meeting; the time that the polls shall be open for each election shall be determined by the Board of Selectmen in accordance with Massachusetts General Laws Chapter 54, Section 64.

or take any other action related thereto.

**BOARD OF SELECTMEN**

*INFORMATIONAL SUMMARY: In adding the month of May to this bylaw, it allows the Town to hold its Annual Town Meeting at a later date thus allowing for more up to date financial information to be available for budgeting purposes.*

Board of Selectmen: Recommend Approval by a Vote of 4-0  
Advisory Committee:

**Article 18: General Bylaw Amendment – No Mailing of Special Town Meeting Warrant**

To see if the Town will vote to amend Article II Section 2(b) of the General Bylaws by deleting the sentence “In addition thereto, a copy of the warrant printed in some convenient form shall be sent by mail or delivered to each registered voter of the Town at least fourteen (14) days before the day of the appointed Meeting” so that it reads as follows:

The Selectmen shall give notice of every Special Town Meeting by causing a constable to post attested copies of the warrant for the Meeting at the Post Office in Town, and in not less than five (5) other public places in the Town, not less than fourteen (14) days before the day appointed for the Meeting.”

Or take any other action related thereto.

**BOARD OF SELECTMEN**

*INFORMATIONAL SUMMARY: The Town spends thousands of dollars per year printing and mailing the warrants for both the Special Town Meeting and the Annual Town Meeting. The Bylaw as presently written only requires the mailing for the Special Town Meeting. By deleting*

*this line, the Town will be able to cut these costs to the budget. Citizens will be able to view the Warrant online or pick up a copy at the Selectmen's Office for all Town Meetings.*

Board of Selectmen: Recommend Approval by a Vote of 4-0  
Advisory Committee:

**Article 19: Zoning Amendment – Amend Zoning Map**

To see if the town will vote to rezone certain districts as shown on map entitled Zoning Map Of Cohasset, Mass dated October, 1 1969 and revised 1976, 1985, 2000, 2002 as follows:

So that the Highway Business District (HB) area east of Chief Justice Cushing Highway and northwest of Cohasset and Scituate town line, be expanded by 124,634 sq ft. (2.86 acres), indicated in yellow and described as follows:

Starting at the Cohasset/Scituate town line at the limits of the existing HB zone, proceed N 52°-52'-10" W a distance of 526.58', thence N 53°-14'-50" E a distance of 38.56', thence N 55°-36'-50" E a distance of 54.63', thence S 37°-28'-00" E a distance of 32.62', thence N 54°-01'-00" E a distance 261.26', thence S 52°-52'-10" E a distance of 481.80', thence S 51°-58'-15" W along the town line a distance of 258.63' back to the point of beginning. Or to take any other action related thereto. (Planning Board)

**Board of Selectmen for THE PLANNING BOARD**

*INFORMATIONAL SUMMARY: Approval of this article will allow expansion of the Highway Business District Zone located east of Judge Cushing Highway along the Scituate town line. This expansion will make the Highway Business District Zone more uniform with the west side of Chief Justice Cushing Highway. Approval of this article will allow development of an indoor pool.*

Board of Selectmen: Recommend Approval by a Vote of 5-0  
Advisory Committee: Recommend Approval by a Vote of 6-0  
Planning Board – Recommend Approval by a Vote of 4-0

**ARTICLE 20: Zoning Bylaw Amendment – Section 2: Definitions**

To see if the Town will vote to amend Section 2.1 Definitions by:

To see if the Town will vote to amend Section 2.1 Definitions by:

- a). Adding a new definition: **Permitted Projections:** 1). Minor construction elements that extend beyond the main building wall surface, including but not limited to projecting eaves, chimneys, windows, bay windows (that do not provide additional floor area), belt courses, balconies, and like projections which do not project more than three feet. 2). Unenclosed porches, steps, decks or bulkheads, which do not project more than six feet beyond the line of the foundation wall, with a flat landing area that does not exceed (30) square feet in area, is not over four feet above the average level of adjoining ground, and is no closer to the property line than four feet. And,
- b). Amending the definition of Yard, Required by adding after set forth in Section 5.3.1 – “except for permitted projections” so as to read: **Yard, Required:** With respect to any Front Yard, Side Yard, or Rear Yard, the distance required between the principal building and the respective lot lines for such yard in the Table of Area Regulations set forth in Section 5.3.1 , except for permitted projections.”

Or to take any other action related thereto

**Board of Selectmen for the PLANNING BOARD**

*INFORMATIONAL SUMMARY: Various normal and nominal projections into the required setback are a reasonable way to allow design flexibility and increase options for existing homeowners to make reasonable improvements to existing homes on what are often tight lots by zoning setback standards. The intent of a setback from property lines is to the main wall which typically comprises 90% of the main building elevation.*

Board of Selectmen:

Advisory Committee: Recommend Approval by a Vote of 5-0

Planning Board: Recommend Approval by a Vote of 3-1

**ARTICLE: 21 Zoning By-Law Amendment: Wind Energy Conversion Facility Bylaw**

**To see if the town will vote to amend Section 19.1 striking the words “visual” and “any”:**

19.1 Purpose and Intent

It is the express purpose of this bylaw to accommodate large distributed generation, wind energy conversion facilities, hereinafter referred to as a wind turbine(s), in appropriate locations, while minimizing any adverse visual safety and environmental impacts of the facilities...

**To see if the Town will vote to amend Section 19.2 Definitions: replacing the existing “Height” with new wording for “Total Height”, adding a new definition for “Tower Height” and “Residence” and modify the existing wording which defines “Flicker”:**

19.2 Definitions:

Total Height: The height of a turbine(s) is measured to the highest point reached by the blades. The height of the tower will be measured to the top of the nacelle. The height of a turbine(s) is measured from the Pre-Construction Grade to the highest point reached by the blades.

Tower Height: The height of the tower is measured from the Pre-Construction Grade to the highest point reached by the nacelle.

Residence: A shelter (as a house) in which people live (can include commercial apartments/living facilities)

Wind Turbine Flickering: The blinking effect while the rotor is in motion.

**And to amend Section 19.3.3.1 Height striking the existing wording and replacing it with as follows:**

19.3.3.1 Height

~~Wind turbines shall have a maximum height of 350 feet, as measured from the Pre-Construction Grade to the highest point reached by the nacelle. The SPGA may allow~~

~~this height to be exceeded as part of the special permit process if the project proponent can demonstrate that the additional height is needed and that the additional benefits of the higher tower outweigh any adverse impacts. Monopole towers are the preferred type of support for wind turbines.~~

Wind turbines shall have a maximum Tower Height of 260-feet (80 meters), as measured from the Pre-Construction Grade to the highest point reached by the nacelle. The SPGA may allow this Tower Height to be exceeded as part of the special permit process if the project proponent can demonstrate that the additional Tower Height is essential and that the additional benefits of the higher tower outweigh any adverse impacts, but in no case shall tower height exceed 350-feet (100 meters) to the highest point reached by the nacelle. Monopole towers are the required method of support.

**To see if the Town will vote to strike the current 19.3.3.2 Setback and replace with new wording**

#### 19.3.3.2 Setback

- a) ~~Each wind energy conversion facility and its associated equipment shall comply with the building setback provisions of the zoning district in which the facility is located.~~
- b) ~~In addition, the following setbacks shall be observed:~~

~~1. In order to ensure public safety and to protect the interest of neighboring property owners, the minimum distance from the base of any wind turbine tower to any property line in a residential district, shall be equal to the total height of the structure to the highest point.~~

a) Each wind energy conversion facility and its associated equipment shall comply with the building setback provisions of the zoning district in which the facility is located.

- b) In addition, a wind turbine may not be sited within:
  - (1) a distance equal to the Total Height of the wind turbine from buildings, critical infrastructure, or private or public ways that are not part of the wind energy facility;
  - (2) three times (3x) the Total Height of the turbine from the nearest existing residential structure; or
  - (3) one point five times (1.5x) the Total Height of the turbine from the nearest property line not delineating properties each owned in whole by the applicant.

**To see if the town will vote to strike section 19.4.1.1 Visual Impact in total**

#### 19.4.1.1 Visual Impact

~~The proponent shall demonstrate through project siting and proposed mitigation that the wind turbine minimizes any impact on the visual character of surrounding neighborhoods and the community; this may include, without limitation, information regarding site selection, turbine design, buffering, lighting and cable layout.~~

**To see if the Town will vote to modify current 19.4.2.3 Noise with new wording for subsections 1,2,3,4, and 5 as follows and further add wording for post construction noise analysis.**

### 19.4.2.3 Noise

The wind turbine and associated equipment shall conform to Massachusetts noise regulations (310 CMR 7.10). An analysis prepared by a qualified engineer shall be presented to demonstrate compliance with these noise standards and shall be consistent with Massachusetts Department of Environmental Protection guidance for noise measurement.

Additionally; a noise source will be considered in violation of this by-law if the source:

1. Increases the broadband sound level by more than 10 dB(A) above ambient at the property line. (or)
2. Increases the broadband sound level by more than 8dB(A) at the nearest Residence. (or)
3. Produces a “pure tone” condition – when any octave band center frequency sound pressure level exceeds the two adjacent center frequency sound pressure levels by 3 decibels or more at the property line or at the nearest permitted Residence. (or)
4. Adds to the noise generated by existing turbines within ½ mile, such that the cumulative totals of sound level calculations increases the broadband sound level by more than 10 dB(A) above ambient at the property line or increases the broadband sound level by more than 8dB(A) at the nearest Residence.
5. “Ambient” is defined as:
  - a. The background A-weighted sound level that is exceeded 90% of the time (and)
  - b. Measured during the hours 7PM-7AM (and)
  - c. No wind turbines within ½-mile of the proposed project in operation. (and)

A noise analysis shall be performed within ninety days of initial operation and a certified test report, prepared by an engineer Board Certified by the Institute of Noise Control Engineering ("INCE"), shall be submitted after initial operation of the facility to demonstrate compliance with these noise regulations and with the noise level analysis submitted by the applicant. Additional tests shall be performed from time to time upon the request of the SPGA and certified test reports submitted. If any analyses indicate noise levels in excess of those permitted by regulations, remedial measures shall be undertaken to bring noise levels into compliance. Test methods shall be consistent with Massachusetts Department of Environmental Protection guidelines for noise measurement.

**To see if the Town will vote to replace the existing 19.4.2.4 Shadowing/Flicker with new wording as follows:**

### 19.4.2.4. Shadowing/Flicker

~~Wind turbines shall be sited in a manner that does not result in significant shadowing or flicker impacts. Applicant must demonstrate that this effect does not have significant adverse impact on adjacent uses through siting.~~

A shadow flicker analysis shall be performed by a qualified engineer using industry recognized software to determine the worst-case shadow flicker that could be experienced by all private structures occupied during daylight hours within ½ mile of the base of each turbine. The maximum allowable worst-case daily shadow flicker for each applicable structure shall not exceed 30 minutes for each day.

**To see if the Town will vote to modify existing 19.7.3 by striking the final sentence and replacing it with new wording as below.**

19.7.3 If an applicant fails to remove a wind turbine in accordance with this section of this bylaw, the Town shall have the authority to enter the subject property and physically remove the facility. The SPGA may in its decision require the applicant to provide a form of surety (i.e. post a bond, letter of credit or establish an escrow account or other) at the SPGA's election to cover costs of removal in the event the town must remove the facility. The amount of such surety shall be equal to 150 percent of the cost of removal of the facility as determined by a qualified engineer. ~~The amount shall include a mechanism for a Cost of Living Adjustment after 10 and 15 years.—After 10 and 20 years, the original bond requirement may be adjusted to reflect then-current anticipated decommissioning/deconstruction costs.~~

**To see if the Town will vote to add Section 19.10 Conditions of Permit:**

#### **19.10. Conditions of Permit**

In granting a special permit under this section, SPGA may impose conditions and limitations specially designed to safeguard the property, health, safety, and economic value of occupants of the premises and of other land, as well as the town and its residents.

Or, take any other action related thereto.

Planning Board for **THE ALTERNATIVE ENERGY COMMITTEE**

*INFORMATIONAL SUMMARY: Approval of this article will: modify, remove and add wording to Cohasset's by-law Section 19: **Wind Energy Conversion Facility Bylaw**. If approved, the changes will provide Cohasset's by-law in with additional clarification and definition to the section dealing with setback, noise, and flicker. Wording will be modified or added to Sections 19.1, 19.2, 19.3.3.1, 19.3.3.2, 19.4.2.3, 19.4.2.4, 19.7.3, and 19.10. Section 19.4.1.1 will be removed. Failure to approve this article will leave the existing wording in place*

Board of Selectmen: Recommend Approval by a Vote of 5-0  
Advisory Committee: Recommend Approval by a Vote of 3-3  
Planning Board: Recommend Approval by a Vote of 3-1

**ARTICLE 22: PETITIONED ARTICLE – AMENDMENT OF THE ZONING MAP TO REMOVE A PARCEL FROM THE “VILLAGE BUSINESS DISTRICT” AND ESTABLISHING IT AS A RESIDENCE (A) DISTRICT:**

To see if the Town of Cohasset will vote to amend the existing Zoning Map of the Town of Cohasset entitled “Town of Cohasset, Massachusetts Zoning District Map”, dated March 2002 as amended by the adopted Article 14 of the Annual Town Meeting of 2007 creating the “Village Business District”, as follows;

By removing the following parcel from the “Village Business District” (District VB) and establishing the same as a “Residence (A) District” parcel. Said property is known as Town Assessors Map 39, Plot 1, addressed as 8 James Lane , Cohasset, and is described more particularly in the deed recorded in the Norfolk County Registry of Deeds in Book 35070 Page 263 recorded August 8, 2007 and describes the property as;

A certain parcel of land shown on a plan entitled “Plan of Land, James Lane, Cohasset, Mass., surveyed for the Estate of William H. McGaw” by Lewis W. Perkins & Sons, Engineers, dated November 13, 1959, recorded with Norfolk Deeds as Plan No. 688 of 1960, Plan Book 209, bounded and described as follows:

WESTERLY: by James Lane 87.52 feet;  
 NORTHERLY: by land of Dorothy C. Wood, 133.71 feet;  
 EASTERLY: by land of the New York, New Haven and Hartford Railroad Company, 186.84 feet;  
 SOUTHERLY and  
 SOUTHWESTERLY: by land of the Town of Cohasset; 190.15 feet; and  
 NORTHERLY: by James Lane, 46 feet.

Containing 22,117 square feet, according to said plan.

<b><u>Name:</u></b>	<b><u>Address:</u></b>	<b><u>Name:</u></b>	<b><u>Address:</u></b>
Alix White	25 James Lane	Judith Nowak	12 Pleasant Street
Janet Campbell	14 Pleasant Street	Joseph Campbell	14 Pleasant Street
Jenna Fegreus	25 North Main Street	Jane Fegreus	25 North Main Street
Cynthia MacCleave	9 James Lane	George MacCleave	9 James Lane
Eleanor Coughlin	31 Ash Street	Scott Coughlin	31 Ash Street

*Informational Summary: Petitioners had been asked to supply an informational summary to explain their article to the voters, but none was supplied by the time the warrant went to print.*

Board of Selectmen: Recommend Disapproval by a vote of 5-0  
 Advisory Committee: Recommend Disapproval by a vote of 6-0  
 Planning Board: Recommend Disapproval by a vote of 4-0

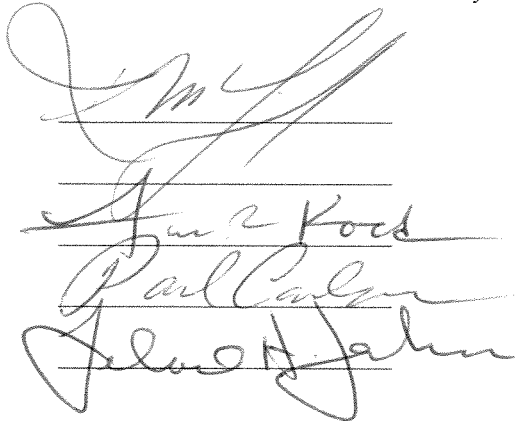
You are further required and directed to notify and warn the inhabitants present at the Town Hall Auditorium that sometime between the hours of 8:00 AM and close time 6:00 PM of the polls on Saturday, the seventh day of May, 2011, to cast and/or give their votes upon their official ballot for the following officers:

**Two Selectmen for a term of three years; One Moderator for a term of three years; One Town Clerk for a term of Three Years; One School Committee member for a term of three years; Three Trustees of the Paul Pratt Memorial Library for a term of three years; One Assessor for a term of three years; One member of the Board of Health for a term of three years; One Water Commissioner for a term of three years; One Water Commissioner for one year to fill an unexpired term; One Sewer Commissioner for a term of three years; One member of the Planning Board for a term of five years; One member of the Planning Board for a term of three years to fill an unexpired term; One member of the Recreation Commission for a term of five years; and One member of the Housing Authority for a term of five years.**

And you are directed to serve this Warrant by posting copies thereof, attested by you in writing, at the Post Office of the Town of Cohasset and in not less than five (5) other public places in the Town seven (7) days at least before the time appointed for in the meeting called for in this Warrant.

Whereof, fail not and make due return of this Warrant, indicating your method of service, and posting thereon, to the Clerk of the Town of Cohasset, on or before the time and place of the meeting aforesaid.

Given under our hands this thirtieth day of April in the year two thousand and eleven.

The image shows four handwritten signatures, each written over a horizontal line. From top to bottom, the signatures are: a large, stylized signature; a signature that appears to be 'Edwin G. Carr'; a signature that appears to be 'Frederick R. Koed'; and a signature that appears to be 'Paul Carlson'. The fourth signature is partially obscured by the text 'Leland H. Jenkins' in the adjacent column.

**BOARD OF SELECTMEN**

Karen Quigley, Chairman

Edwin G. Carr

Frederick R. Koed

Paul Carlson

Leland H. Jenkins

**NORFOLK, ss**

By virtue of the above Warrant, I hereby notify and warn the inhabitants of the Town of Cohasset, qualified to vote in elections and Town affairs, to meet at the time, place, and for the purposes therein mentioned.

ATTEST: Maria A. Plante, Constable of Cohasset

## APPENDIX A

### FISCAL 2012 GENERAL FUND OPERATING BUDGET

	<u>BUDGETED</u> <u>FISCAL 2009</u>	<u>BUDGETED</u> <u>FISCAL 2010</u>	<u>BUDGETED</u> <u>FISCAL 2011</u>	<u>REQUEST</u> <u>FISCAL 2012</u>	<u>RECOMMENDED</u> <u>FISCAL 2012</u>
<b>ADMINISTRATIVE SERVICES</b>					
<b>Moderator</b>					
Personal Expenses	\$573	\$573	\$573	\$573	\$573
<b>Total</b>	<b>\$573</b>	<b>\$573</b>	<b>\$573</b>	<b>\$573</b>	<b>\$573</b>
<b>Board of Selectmen</b>					
Personnel Services	\$5,500	\$5,500	\$5,500	\$5,500	\$5,500
General Expenses	\$61,450	\$61,450	\$61,300	\$61,300	\$61,300
<b>Total</b>	<b>\$66,950</b>	<b>\$66,950</b>	<b>\$66,800</b>	<b>\$66,800</b>	<b>\$66,800</b>
<b>Town Manager</b>					
Personnel Services	\$319,158	\$317,636	\$322,130	\$322,799	\$327,161
General Expenses	\$41,500	\$43,400	\$33,400	\$36,300	\$36,300
<b>Total</b>	<b>\$360,658</b>	<b>\$361,036</b>	<b>\$355,530</b>	<b>\$359,099</b>	<b>\$363,461</b>
<b>Advisory Committee</b>					
General Expenses	\$345	\$345	\$345	\$345	\$345
Reserve Fund	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
<b>Total</b>	<b>\$100,345</b>	<b>\$100,345</b>	<b>\$100,345</b>	<b>\$100,345</b>	<b>\$100,345</b>
<b>Director of Finance</b>					
Personnel Services	\$132,801	\$130,383	\$133,331	\$128,622	\$128,045
General Expenses	\$29,193	\$29,193	\$32,398	\$32,398	\$39,898
<b>Total</b>	<b>\$161,994</b>	<b>\$159,576</b>	<b>\$165,729</b>	<b>\$161,020</b>	<b>\$167,943</b>
<b>Board of Assessors</b>					
Personnel Services	\$159,382	\$163,193	\$169,476	\$162,819	\$163,521
General Expenses	\$33,780	\$29,680	\$24,780	\$29,580	\$29,180
<b>Total</b>	<b>\$193,162</b>	<b>\$192,873</b>	<b>\$194,256</b>	<b>\$192,399</b>	<b>\$192,701</b>
<b>Treasurer/Collector</b>					
Personnel Services	\$160,428	\$163,717	\$156,704	\$160,070	\$161,499
General Expenses	\$38,865	\$36,665	\$39,165	\$39,165	\$39,165
<b>Total</b>	<b>\$199,293</b>	<b>\$200,382</b>	<b>\$195,869</b>	<b>\$199,235</b>	<b>\$200,664</b>
<b>Legal Services</b>					
Town Counsel Services	\$225,000	\$160,000	\$220,000	\$200,000	\$200,000
<b>Total</b>	<b>\$225,000</b>	<b>\$160,000</b>	<b>\$220,000</b>	<b>\$200,000</b>	<b>\$200,000</b>
<b>Town Clerk</b>					
Personnel Services	\$82,027	\$76,439	\$81,262	\$77,360	\$78,698
General Expenses	\$8,890	\$8,825	\$10,494	\$8,925	\$8,925
<b>Total</b>	<b>\$90,917</b>	<b>\$85,264</b>	<b>\$91,756</b>	<b>\$86,285</b>	<b>\$87,623</b>

## APPENDIX A

### FISCAL 2012 GENERAL FUND OPERATING BUDGET

	<u>BUDGETED FISCAL 2009</u>	<u>BUDGETED FISCAL 2010</u>	<u>BUDGETED FISCAL 2011</u>	<u>REQUEST FISCAL 2012</u>	<u>RECOMMENDED FISCAL 2012</u>
<b>Conservation Commission</b>					
General Expenses	\$31,260	\$29,697	\$29,697	\$30,000	\$30,000
<b>Total</b>	<b>\$31,260</b>	<b>\$29,697</b>	<b>\$29,697</b>	<b>\$30,000</b>	<b>\$30,000</b>
<b>Planning Board</b>					
Personnel Services	\$54,542	\$54,795	\$55,342	\$55,342	\$55,554
General Expenses	\$14,750	\$11,034	\$10,487	\$16,387	\$11,387
<b>Total</b>	<b>\$69,292</b>	<b>\$65,829</b>	<b>\$65,829</b>	<b>\$71,729</b>	<b>\$66,941</b>
<b>Zoning Board of Appeals</b>					
General Expenses	\$2,260	\$2,135	\$1,560	\$1,560	\$1,560
<b>Total</b>	<b>\$2,260</b>	<b>\$2,135</b>	<b>\$1,560</b>	<b>\$1,560</b>	<b>\$1,560</b>
<b>Town Reports</b>					
General Expenses	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000
<b>Total</b>	<b>\$13,000</b>	<b>\$13,000</b>	<b>\$13,000</b>	<b>\$13,000</b>	<b>\$13,000</b>
<b>Parking Clerk</b>					
General Expenses	\$1,200	\$1,200	\$0	\$0	\$0
<b>Total</b>	<b>\$1,200</b>	<b>\$1,200</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Unclassified</b>					
Annual Audit	\$12,000	\$12,000	\$12,000	\$17,500	\$17,500
S.S. Regional Refuse District	\$4,000	\$4,000	\$4,000	\$4,000	\$4,500
Water Purchase	\$30,000	\$30,000	\$25,000	\$25,000	\$50,000
Hingham Water				\$17,210	\$17,210
Fire Protection Fee				\$247,000	\$247,000
Regional Emergency Control Center				\$200,000	\$160,000
<b>Total</b>	<b>\$46,000</b>	<b>\$46,000</b>	<b>\$41,000</b>	<b>\$510,710</b>	<b>\$496,210</b>
<hr/>					
<b>ADMIN. SERVICES TOTAL</b>	<b>\$1,561,904</b>	<b>\$1,484,860</b>	<b>\$1,541,944</b>	<b>\$1,992,755</b>	<b>\$1,987,821</b>
<b>PUBLIC SAFETY</b>					
<b>Police Department</b>					
Personnel Services	\$1,538,923	\$1,541,526	\$1,559,975	\$1,598,964	\$1,379,115
Overtime	\$290,000	\$225,000	\$285,000	\$397,000	\$350,000
General Expenses	\$110,200	\$105,200	\$105,200	\$150,850	\$138,300
<b>Total</b>	<b>\$1,939,123</b>	<b>\$1,871,726</b>	<b>\$1,950,175</b>	<b>\$2,146,814</b>	<b>\$1,867,415</b>
<b>Fire Department</b>					
Personnel Services	\$1,435,258	\$1,529,749	\$1,517,798	\$1,591,111	\$1,593,430
Overtime	\$212,180	\$200,200	\$215,000	\$216,427	\$216,427
General Expenses	\$195,710	\$196,560	\$196,650	\$195,750	\$195,750
Hydrant Services	\$17,120	\$17,120	\$264,120	\$0	\$0
<b>Total</b>	<b>\$1,860,268</b>	<b>\$1,943,629</b>	<b>\$2,193,568</b>	<b>\$2,003,288</b>	<b>\$2,005,607</b>

## APPENDIX A

### FISCAL 2012 GENERAL FUND OPERATING BUDGET

	<u>BUDGETED FISCAL 2009</u>	<u>BUDGETED FISCAL 2010</u>	<u>BUDGETED FISCAL 2011</u>	<u>REQUEST FISCAL 2012</u>	<u>RECOMMENDED FISCAL 2012</u>
<b>Building Commissioner</b>					
Personnel Services	\$73,909	\$74,109	\$75,572	\$75,572	\$77,137
General Expenses	\$4,700	\$4,700	\$4,700	\$5,250	\$5,250
<b>Total</b>	<b>\$78,609</b>	<b>\$78,809</b>	<b>\$80,272</b>	<b>\$80,822</b>	<b>\$82,387</b>
<b>Gas &amp; Plumbing</b>					
General Expenses	\$9,500	\$9,500	\$9,500	\$9,500	\$9,500
<b>Total</b>	<b>\$9,500</b>	<b>\$9,500</b>	<b>\$9,500</b>	<b>\$9,500</b>	<b>\$9,500</b>
<b>Weights &amp; Measures</b>					
Personnel Services	\$2,758	\$2,758	\$2,813	\$2,813	\$2,870
General Expenses	\$0	\$200	\$200	\$200	\$200
<b>Total</b>	<b>\$2,758</b>	<b>\$2,958</b>	<b>\$3,013</b>	<b>\$3,013</b>	<b>\$3,070</b>
<b>Wire Department</b>					
General Expenses	\$18,014	\$18,014	\$18,332	\$19,732	\$19,732
<b>Total</b>	<b>\$18,014</b>	<b>\$18,014</b>	<b>\$18,332</b>	<b>\$19,732</b>	<b>\$19,732</b>
<b>Civil Defense</b>					
Salaries & General Expenses	\$5,350	\$5,100	\$5,100	\$5,350	\$5,350
<b>Total</b>	<b>\$5,350</b>	<b>\$5,100</b>	<b>\$5,100</b>	<b>\$5,350</b>	<b>\$5,350</b>
<b>Harbormaster</b>					
Personnel Services	\$65,905	\$67,136	\$68,479	\$68,829	\$70,200
General Expenses	\$7,900	\$7,900	\$7,900	\$14,400	\$14,400
<b>Total</b>	<b>\$73,805</b>	<b>\$75,036</b>	<b>\$76,379</b>	<b>\$83,229</b>	<b>\$84,600</b>
<b>Shellfish Constable</b>					
Personal Services	\$500	\$475	\$475	\$475	\$475
<b>Total</b>	<b>\$500</b>	<b>\$475</b>	<b>\$475</b>	<b>\$475</b>	<b>\$475</b>
<hr/>					
<b>PUBLIC SAFETY TOTAL</b>	<b>\$3,987,927</b>	<b>\$4,005,247</b>	<b>\$4,336,814</b>	<b>\$4,352,223</b>	<b>\$4,078,136</b>
<b>EDUCATION SERVICES</b>					
<b>Cohasset Schools</b>					
Salaries & Expenses	\$14,316,397	\$14,713,000	\$15,034,478	\$15,732,294	\$15,402,478
<b>Total</b>	<b>\$14,316,397</b>	<b>\$14,713,000</b>	<b>\$15,034,478</b>	<b>\$15,732,294</b>	<b>\$15,402,478</b>
<b>South Shore Voc. Tech</b>					
Vocational Assessment	\$133,028	\$75,529	\$74,461	\$74,461	\$45,106
<b>Total</b>	<b>\$133,028</b>	<b>\$75,529</b>	<b>\$74,461</b>	<b>\$74,461</b>	<b>\$45,106</b>
<hr/>					
<b>EDUCATION TOTAL</b>	<b>\$14,449,425</b>	<b>\$14,788,529</b>	<b>\$15,108,939</b>	<b>\$15,806,755</b>	<b>\$15,447,584</b>

## APPENDIX A

### FISCAL 2012 GENERAL FUND OPERATING BUDGET

	<u>BUDGETED FISCAL 2009</u>	<u>BUDGETED FISCAL 2010</u>	<u>BUDGETED FISCAL 2011</u>	<u>REQUEST FISCAL 2012</u>	<u>RECOMMENDED FISCAL 2012</u>
<b>PUBLIC WORKS/FACILITIES</b>					
<b>Dept. of Public Works</b>					
Personnel Services	\$769,970	\$767,822	\$777,927	\$778,767	\$792,618
General Expenses	\$197,590	\$202,850	\$205,100	\$205,100	\$205,100
Other Appropriations	\$433,110	\$413,800	\$368,000	\$388,000	\$388,000
<b>Total</b>	<b>\$1,400,670</b>	<b>\$1,384,472</b>	<b>\$1,351,027</b>	<b>\$1,371,867</b>	<b>\$1,385,718</b>
<b>Snow &amp; Ice Control</b>					
General Expenses	\$76,000	\$100,000	\$125,000	\$125,000	\$125,000
<b>Total</b>	<b>\$76,000</b>	<b>\$100,000</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$125,000</b>
<b>Street Lighting</b>					
General Expenses	\$70,000	\$70,000	\$80,000	\$80,000	\$80,000
<b>Total</b>	<b>\$70,000</b>	<b>\$70,000</b>	<b>\$80,000</b>	<b>\$80,000</b>	<b>\$80,000</b>
<b>Building Maintenance</b>					
Personnel Services	\$260,227	\$248,690	\$254,500	\$390,594	\$267,183
General Expenses	\$357,300	\$348,300	\$347,300	\$370,800	\$343,800
<b>Total</b>	<b>\$617,527</b>	<b>\$596,990</b>	<b>\$601,800</b>	<b>\$761,394</b>	<b>\$610,983</b>
<b>PUB WORKS/FACILITIES TOTAL</b>	<b>\$2,164,197</b>	<b>\$2,151,462</b>	<b>\$2,157,827</b>	<b>\$2,338,261</b>	<b>\$2,201,701</b>
<b>HEALTH &amp; WELFARE</b>					
<b>Board of Health</b>					
Personnel Services	\$129,782	\$124,585	\$127,066	\$129,597	\$129,597
General Expenses	\$6,150	\$4,600	\$4,550	\$4,550	\$4,550
<b>Total</b>	<b>\$135,932</b>	<b>\$129,185</b>	<b>\$131,616</b>	<b>\$134,147</b>	<b>\$134,147</b>
<b>Elder Affairs</b>					
Personnel Services	\$158,149	\$158,149	\$161,135	\$163,874	\$164,360
General Expenses	\$38,400	\$34,350	\$34,350	\$34,350	\$20,350
<b>Total</b>	<b>\$196,549</b>	<b>\$192,499</b>	<b>\$195,485</b>	<b>\$198,224</b>	<b>\$184,710</b>
<b>Veterans Services</b>					
Personnel Services	\$1,600	\$0	\$0	\$0	\$0
General Expenses	\$100	\$1,700	\$16,700	\$39,200	\$39,200
<b>Total</b>	<b>\$1,700</b>	<b>\$1,700</b>	<b>\$16,700</b>	<b>\$39,200</b>	<b>\$39,200</b>
<b>HEALTH &amp; WELFARE TOTAL</b>	<b>\$334,181</b>	<b>\$323,384</b>	<b>\$343,801</b>	<b>\$371,571</b>	<b>\$358,057</b>

## APPENDIX A

### FISCAL 2012 GENERAL FUND OPERATING BUDGET

	<u>BUDGETED FISCAL 2009</u>	<u>BUDGETED FISCAL 2010</u>	<u>BUDGETED FISCAL 2011</u>	<u>REQUEST FISCAL 2012</u>	<u>RECOMMENDED FISCAL 2012</u>
<b>CULTURE &amp; RECREATION</b>					
<b>Library</b>					
Personnel Services	\$398,085	\$395,083	\$398,027	\$397,279	\$398,729
General Expenses	\$98,104	\$88,410	\$88,410	\$92,163	\$88,163
<b>Total</b>	<b>\$496,189</b>	<b>\$483,493</b>	<b>\$486,437</b>	<b>\$489,442</b>	<b>\$486,892</b>
<b>Recreation</b>					
Personnel Services	\$126,695	\$123,293	\$125,049	\$125,049	\$126,394
General Expenses	\$5,905	\$2,677	\$2,677	\$2,677	\$2,677
<b>Total</b>	<b>\$132,600</b>	<b>\$125,970</b>	<b>\$127,726</b>	<b>\$127,726</b>	<b>\$129,071</b>
<b>Common Historical Com.</b>					
General Expenses	\$100	\$100	\$50	\$50	\$50
<b>Total</b>	<b>\$100</b>	<b>\$100</b>	<b>\$50</b>	<b>\$50</b>	<b>\$50</b>
<b>Historical Preservation</b>					
Personnel Services	\$800	\$800	\$800	\$800	\$800
General Expenses	\$100	\$100	\$100	\$100	\$100
<b>Total</b>	<b>\$900</b>	<b>\$900</b>	<b>\$900</b>	<b>\$900</b>	<b>\$900</b>
<b>Celebrations</b>					
General Expenses	\$5,000	\$5,000	\$2,500	\$2,500	\$2,500
<b>Total</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>
<b>CULTURE &amp; REC. TOTAL</b>	<b>\$634,789</b>	<b>\$615,463</b>	<b>\$617,613</b>	<b>\$620,618</b>	<b>\$619,413</b>
<b>DEBT SERVICE</b>					
Non-Excluded Principal & Interest	\$1,766,545	\$1,532,996	\$1,342,042	\$1,026,178	\$1,026,178
Excluded Principal & Interest	\$2,494,281	\$2,451,923	\$2,384,335	\$2,308,725	\$2,308,725
Capital Stab. Principal & Interest	\$0	\$107,804	\$254,359	\$222,709	\$222,709
CPC Principal and Interest				\$35,838	\$35,838
<b>DEBT SERVICE TOTAL</b>	<b>\$4,260,826</b>	<b>\$4,092,723</b>	<b>\$3,980,736</b>	<b>\$3,593,450</b>	<b>\$3,593,450</b>
<b>BENEFITS &amp; INSURANCE</b>					
<b>Pension Assessment</b>					
County Assessment	\$1,123,165	\$1,224,487	\$1,270,561	\$1,334,000	\$1,323,182
<b>Total</b>	<b>\$1,123,165</b>	<b>\$1,224,487</b>	<b>\$1,270,561</b>	<b>\$1,334,000</b>	<b>\$1,323,182</b>
<b>Workers Compensation</b>					
General Expenses	\$92,000	\$92,000	\$92,000	\$121,250	\$112,000
<b>Total</b>	<b>\$92,000</b>	<b>\$92,000</b>	<b>\$92,000</b>	<b>\$121,250</b>	<b>\$112,000</b>

## APPENDIX A

### FISCAL 2012 GENERAL FUND OPERATING BUDGET

	<u>BUDGETED FISCAL 2009</u>	<u>BUDGETED FISCAL 2010</u>	<u>BUDGETED FISCAL 2011</u>	<u>REQUEST FISCAL 2012</u>	<u>RECOMMENDED FISCAL 2012</u>
<b>Unemployment</b>					
General Expenses	\$40,000	\$5,000	\$10,000	\$10,000	\$10,000
<b>Total</b>	<b>\$40,000</b>	<b>\$5,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>Health Insurance</b>					
General Expenses	\$2,580,000	\$2,786,400	\$2,726,400	\$3,135,360	\$3,135,360
<b>Total</b>	<b>\$2,580,000</b>	<b>\$2,786,400</b>	<b>\$2,726,400</b>	<b>\$3,135,360</b>	<b>\$3,135,360</b>
<b>Life Insurance</b>					
General Expenses	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000
<b>Total</b>	<b>\$9,000</b>	<b>\$9,000</b>	<b>\$9,000</b>	<b>\$9,000</b>	<b>\$9,000</b>
<b>Medicare Tax</b>					
General Expenses	\$226,000	\$237,300	\$249,300	\$257,000	\$257,000
<b>Total</b>	<b>\$226,000</b>	<b>\$237,300</b>	<b>\$249,300</b>	<b>\$257,000</b>	<b>\$257,000</b>
<b>Property &amp; Liability</b>					
General Expenses	\$236,000	\$231,000	\$221,000	\$237,900	\$247,150
<b>Total</b>	<b>\$236,000</b>	<b>\$231,000</b>	<b>\$221,000</b>	<b>\$237,900</b>	<b>\$247,150</b>
<b>BENEFITS &amp; INSURANCE TOTAL</b>	<b>\$4,306,165</b>	<b>\$4,585,187</b>	<b>\$4,578,261</b>	<b>\$5,104,510</b>	<b>\$5,093,692</b>
<b>GENERAL FUND GRAND TOTAL</b>	<b>\$31,699,414</b>	<b>\$32,046,855</b>	<b>\$32,665,935</b>	<b>\$34,180,143</b>	<b>\$33,379,854</b>
<b>ENTERPRISE FUNDS</b>					
<b>Sewer Enterprise</b>					
Personnel Expenses	\$14,012	\$34,904	\$36,800	\$36,800	\$36,800
General Expenses	\$775,941	\$992,350	\$1,065,600	\$1,803,412	\$1,803,412
Depreciation/Capital	\$127,419	\$165,000	\$0	\$90,000	\$90,000
Indirect Expenses	\$44,347	\$48,366	\$53,850	\$65,096	\$65,096
Debt Service	\$60,137	\$73,725	\$1,116,535	\$997,174	\$997,174
<b>SEWER ENTERPRISE TOTAL</b>	<b>\$1,021,856</b>	<b>\$1,314,345</b>	<b>\$2,272,785</b>	<b>\$2,992,482</b>	<b>\$2,992,482</b>
<b>Water Enterprise</b>					
General Expenses	\$1,236,100	\$1,722,600	\$1,695,200	\$1,760,672	\$1,760,672
Other Appropriations	\$32,000	\$32,000	\$32,000	\$121,750	\$121,750
Debt Service	\$2,170,443	\$2,695,903	\$2,916,437	\$2,851,075	\$2,851,075
<b>WATER ENTERPRISE TOTAL</b>	<b>\$3,438,543</b>	<b>\$4,450,503</b>	<b>\$4,643,637</b>	<b>\$4,733,497</b>	<b>\$4,733,497</b>
<b>ENTERPRISE FUNDS GRAND TOTAL</b>	<b>\$4,460,399</b>	<b>\$5,764,848</b>	<b>\$6,916,422</b>	<b>\$7,725,979</b>	<b>\$7,725,979</b>

**Fiscal Year 2012 - 2%**

<b><u>Grade</u></b>	<b><u>Step</u></b>	<b><u>1st</u></b>	<b><u>2nd</u></b>	<b><u>3rd</u></b>	<b><u>4th</u></b>	<b><u>5th</u></b>	<b><u>6th</u></b>	<b><u>7th</u></b>
A	Hourly	11.21	11.84	12.48	13.13	13.76	14.41	15.07
	35 Hrs	392.34	414.48	436.97	459.46	481.59	504.44	527.29
	40 Hrs	448.39	473.69	499.39	525.10	550.39	576.50	602.62
B	Hourly	12.11	12.80	13.50	14.19	14.83	15.52	16.24
	35 Hrs	423.76	448.04	472.67	496.59	519.08	543.35	568.34
	40 Hrs	484.30	512.04	540.19	567.53	593.23	620.98	649.54
C	Hourly	13.12	13.81	14.55	15.26	16.03	16.81	17.56
	35 Hrs	459.10	483.38	509.08	534.07	561.20	588.34	614.75
	40 Hrs	524.69	552.43	581.81	610.37	641.38	672.38	702.58
D	Hourly	14.13	14.96	15.72	16.54	17.36	18.16	18.98
	35 Hrs	494.45	523.72	550.14	579.05	607.61	635.46	664.38
	40 Hrs	565.08	598.54	628.73	661.78	694.42	726.24	759.29
E	Hourly	15.24	16.15	16.97	17.85	18.72	19.61	20.49
	35 Hrs	533.36	565.13	594.05	624.75	655.10	686.51	717.21
	40 Hrs	609.55	645.86	678.91	714.00	748.68	784.58	819.67
F	Hourly	16.46	17.41	18.33	19.23	20.21	21.17	22.10
	35 Hrs	576.20	609.40	641.53	672.95	707.22	740.78	773.62
	40 Hrs	658.51	696.46	733.18	769.08	808.25	846.60	884.14
G	Hourly	17.80	18.79	19.82	20.82	21.83	22.80	23.84
	35 Hrs	622.97	657.59	693.65	728.64	763.98	797.90	834.31
	40 Hrs	711.96	751.54	792.74	832.73	873.12	911.88	953.50
H	Hourly	19.21	20.30	21.39	22.50	23.56	24.64	25.77
	35 Hrs	672.23	710.43	748.63	787.54	824.67	862.51	901.78
	40 Hrs	768.26	811.92	855.58	900.05	942.48	985.73	1,030.61
I	Hourly	20.76	21.91	23.10	24.28	25.45	26.63	27.83
	35 Hrs	726.50	766.84	808.61	849.66	890.72	932.13	973.90
	40 Hrs	830.28	876.38	924.12	971.04	1,017.96	1,065.29	1,113.02
J	Hourly	22.40	23.64	24.93	26.17	27.52	28.78	30.08
	35 Hrs	783.97	827.53	872.51	916.06	963.19	1,007.45	1,052.79
	40 Hrs	895.97	945.74	997.15	1,046.93	1,100.78	1,151.38	1,203.19
K	Hourly	24.20	25.54	26.96	28.32	29.68	31.07	32.47
	35 Hrs	847.16	893.93	943.55	991.03	1,038.87	1,087.42	1,136.33
	40 Hrs	968.18	1,021.63	1,078.34	1,132.61	1,187.28	1,242.77	1,298.66
L	Hourly	26.14	27.65	29.14	30.63	32.10	33.55	35.04
	35 Hrs	914.99	967.83	1,019.95	1,072.07	1,123.48	1,174.17	1,226.30
	40 Hrs	1,045.70	1,106.09	1,165.66	1,225.22	1,283.98	1,341.91	1,401.48
M	Hourly	28.26	29.81	31.42	33.04	34.65	36.26	37.89
	35 Hrs	989.25	1,043.51	1,099.56	1,156.32	1,212.73	1,269.14	1,326.26
	40 Hrs	1,130.57	1,192.58	1,256.64	1,321.51	1,385.98	1,450.44	1,515.72
N	Hourly	30.48	32.21	33.95	35.64	37.40	39.13	40.89
	35 Hrs	1,066.72	1,127.41	1,188.10	1,247.36	1,309.12	1,369.45	1,431.21
	40 Hrs	1,219.10	1,288.46	1,357.82	1,425.55	1,496.14	1,565.09	1,635.67
O	Hourly	32.95	34.79	36.69	38.58	40.43	42.29	44.19
	35 Hrs	1,153.11	1,217.73	1,284.13	1,350.17	1,415.15	1,480.12	1,546.52
	40 Hrs	1,317.84	1,391.69	1,467.58	1,543.06	1,617.31	1,691.57	1,767.46

## APPENDIX B

	PAY GROUP	POSITIONS AUTHORIZED	HOURS
<u>Schedule 1 - Regular Employees</u>			
Board of Assessors			
Deputy Assessor/Appraiser	Contract	1	40
Assistant Assessor	I	1	35
Administrative Assistant	G	1	32.5
Building Department			
Building Commissioner/Zoning Officer	Contract	1	40
Clerk	F	1	4
Civilian Dispatch			
Communications Supervisor	Contract	1	40
Lead Dispatcher		1	40
Dispatcher (FT)		3	40
Dispatcher (PT)		1	24
Conservation Commission			
Administrative Assistant	G	1	32.5
Elder Affairs			
Director	Contract	1	40
Elder Advocate	I	1	28
Volunteer Coordinator	G	1	19
Clerk	G	1	18
Van Driver	F	1	19
Van Driver	F	2	4
Facilities			
Director	Contract	1	40
Maintenance Worker	G	2	40
Custodial Worker	F	1	40
Custodial Worker	F	1	19
Fire Department			
Fire Chief	Contract	1	40
Captain	FS - 13	4	42
Lieutenant	FS - 12	4	42
Firefighter - Paramedic	FS - 11	14	42
Harbor Department			
Harbormaster	Contract	1	40
Board of Health			
Health Agent	Contract	1	12
Administrator	Contract	1	40

## APPENDIX B

	PAY GROUP	POSITIONS AUTHORIZED	HOURS
Library			
Chief Librarian	Contract	1	40
Staff Librarian		1	35
Staff Librarian		1	31
Library Assistant		1	37.5
Library Assistant		1	35
Library Technician		1	29
Library Technician		1	22
Library Technician		2	21
Library Technician		2	20
Administrative Assistant		1	9
Planning Board			
Administrator	I	1	38
Police Department			
Police Chief	Contract	1	40
Lieutenant	PS - 11	2	37.5
Sergeant	PS - 11	3	37.5
Patrolman	PS - 09	12	37.5
Secretary	H	1	40
Department of Public Works			
Superintendent	Contract	1	40
General Foreman	K	1	40
Working Foreman	I	3	40
Heavy Equipment Operator	G	4	40
Skilled Utility Worker	F	3	40
Tree Climber	F	1	40
Skilled Utility Worker - Cemetery	F	1	40
Administrative Assistant	G	1	35
Recreation			
Director	Contract	1	40
Board of Selectmen			
Administrative Assistant	I	1	40
Secretary/Receptionist	F	1	24
Sewer Department			
Administrative Assistant	F	1	35
Director of Finance/Town Accountant			
Director of Finance/Town Accountant	Contract	1	40
Assistant Town Accountant	G	1	22.5

**APPENDIX B**

	<b>PAY GROUP</b>	<b>POSITIONS AUTHORIZED</b>	<b>HOURS</b>
Town Clerk			
Assistant Town Clerk	I	1	40
Town Manager			
Town Manager	Contract	1	40
Treasurer/Collector			
Treasurer/Collector	Contract	1	40
Assistant Treasurer/Collector	I	1	40
Assistant to Treasurer	G	1	32.5

Schedule 1a - Elected Employees

Town Clerk	\$65,600
Clerk, Board of Registrars	329
Moderator	1
Board of Selectmen:	
Chair	1,500
Members (4) at \$1,000	4,000
Board of Assessors	
Chair	1,300
Members (2) at \$1,200	2,400

Schedule 2a - Part Time Positions Annual

Veterans' Agent	1,600
Member, Board of Registrars	326
Sealer of Weights and Measures	2,758
Town Archivist	600
Director of Emergency Management	350
Assistant Director of Emergency Management	100
Shellfish Constable	500
Animal Control Officer	12,000
Keeper of the Town Clock	100
Keeper of the Town Pump	100

Schedule 2b - Part Time Positions Hourly

Assistant Harbor Master	13.11
Casual Labor	8.00
Election Officers	12.00
Election Clerk	12.00
Election Warden	12.00
Summer Patrolman	14.32
Police Matron	13.00
Deputy Building Inspector (H-Min)	18.46
Library Pages	8.00
Recording Secretary (D-Min)	13.58

**APPENDIX B**

	<b>PAY GROUP</b>	<b>POSITIONS AUTHORIZED</b>	<b>HOURS</b>
<u>Schedule 3 - Part Time Positions</u>			
Constable - Per Notice	20.00		
<u>Exempt Positions - Per the Fair Labor Standards Act</u>			
Deputy Assessor/Appraiser		Health Agent	
Building Commissioner		Chief Librarian	
Director of Finance/Town Accountant		Police Chief	
Director of Facilities		Recreation Director	
Elder Affairs Director		Superintendent of Public Works	
Fire Chief		Town Manager	
Harbormaster		Treasurer/Collector	
Health Administrator		Town Planner	

## TOWN MEETING PROCEDURES

Our Town Meeting is conducted in accordance with the Town Bylaws and traditions adopted in our Town Meetings over the years. Several matters of procedure are summarized below. Anyone with questions about procedure should see the Moderator, ideally prior to the start of the meeting.

- Discussion should be **courteous** and **respectful**, and should be confined to the subject under consideration. Sarcasm is generally not respectful, and the subject under consideration does not include the individuals involved in the debate. All questions should be directed to the Moderator, who will ask the appropriate person to respond. Under our Bylaws, no one may speak a second time on any subject for longer than five minutes, nor more than twice on any subject (except to correct an error or make an explanation), without permission of the Meeting.
- If you desire to speak, please rise and seek the attention of the Moderator. When recognized by the Moderator, please use a microphone and begin by stating your name and address.
- Persons who are not registered voters may be admitted to the meeting as **guests**. Guests must display the nametags provided and, except with the permission of the Moderator (denoted by a colored sticker on the nametag), must remain in the designated guest seating area. Guests may address the meeting with the permission of the Moderator.
- An **article** in the warrant describes the subject matter to be acted on by the Town Meeting. A **motion** is proposed action to be taken by the Meeting, and must be within the scope of the article (i.e., the motion must not go beyond the subject matter, dollar amounts, restriveness, etc., contemplated by the article). Articles will be acted on in the order in which they are published in the warrant unless the Meeting otherwise determines. On each article, the first main motion will be the Town Manager's (or citizen proponent's) proposed motion.
- All **motions** (including proposed amendments) should be **in writing** unless they are so brief and simple as to be easily understood orally. If you plan in advance to make a motion, please let the Moderator know before the meeting so any wording issues can be resolved smoothly.
- Votes will generally be taken first by voice vote. If the Moderator is in doubt as to the results or if seven voters stand to express doubt as to the result declared by the Moderator, a **hand count** will taken. Voters wishing to participate in the hand count must be in designated seating areas.
- A **motion for the previous question**, if adopted, will be followed immediately by a vote on the pending question. The motion is not debatable and requires a two-thirds vote for adoption. The Moderator will not accept a motion for the previous question if both sides have not had a fair opportunity to be heard, and may allow voters who have sought recognition to speak to be heard prior to considering the motion. A person who "**moves the previous question**" may not accompany the motion with remarks on the.
- Only those who were on the winning side of a vote may move to reconsider that vote. A vote may not be reconsidered a second time or after a motion to reconsider it has failed. A vote adopted at one session of the town meeting may not be reconsidered at a later (adjourned) session of the meeting unless notice of the intended reconsideration is given at the session at which the vote was passed.
- A **quorum** for the transaction of business is **100**. Once a quorum is determined, the presence of a quorum is presumed unless a point of no quorum is raised and a count shows that a quorum is not present. A quorum is not required to adjourn or dissolve.

**Daniel S. Evans, Moderator**

## Serve Your Community

Town Government needs citizens who are willing to give time in the service of their community. The Resource Bank was adopted by the Selectmen and Moderator as a means of compiling names of interested citizens to serve, on a voluntary basis, on boards and committees. This file is available for use by the public, as well as the Moderator and the Selectmen.

Resource Bank files are constantly being updated to include categories consistent with the changing needs of the Town. Please indicate your order of preference and return the form below to:

Town Government Resource Bank  
c/o the Board of Selectmen  
41 Highland Avenue

Name: \_\_\_\_\_

Telephone No. \_\_\_\_\_

Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

Background: \_\_\_\_\_

When are you available to serve? \_\_\_\_\_

### LIST ORDER OF PREFERENCE

- Advisory Committee
- Affordable Housing Trust
- Alternative Energy Committee
- Bylaw Committee
- Cable Advisory Committee
- Capital Budget Committee
- Cohasset Cultural Council
- Cohasset Common Historic District Commission
- Conservation Commission
- Council on Elder Affairs
- Board of Health
- Economic Development Committee
- Government Island Advisory Committee
- Harbor Committee
- Historical Commission
- Open Space Committee
- Stormwater Advisory Committee
- Town History Committee
- Water Resources Protection Committee
- Zoning Board of Appeals

**COHASSET TOWN HALL, LIBRARY AND WATER DEPARTMENTS**

**TOWN HALL HOURS**

Monday	8:30 a.m. – 4:30 p.m.
Tuesday	8:30 a.m. – 7:00 p.m.
Wednesday	8:30 a.m. – 4:30 p.m.
Thursday	8:30 a.m. – 4:30 p.m.
Friday	8:30 a.m. – 1:00 p.m.

**TOWN HALL PHONE NUMBERS**

Town Hall Fax Number:	1-781-383-0228
Board of Assessors	1-781-383-4114
Board of Health	1-781-383-4116
Board of Selectmen & Town Manager	1-781-383-4105
*Building Commissioner/Zoning Officer	1-781-383-4112
Conservation Commission	1-781-383-4119
Director of Finance/Town Accountant	1-781-383-4118
Director of Veterans' Services	1-781-383-0505
Greenbush/Engineering Office	1-781-383-3094
Planning Board	1-781-383-3517
Recreation Commission	1-781-383-4109
Sewer Commission	1-781-383-4108
Town Clerk	1-781-383-4100
Town Treasurer/Tax Collector	1-781-383-4102
Zoning Board of Appeals	1-781-383-4105

\*Call for appointments on Monday and Friday

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**LIBRARY**

Phone – 1-781-383-1348

**HOURS**

Monday & Tuesday	10:00 a.m. – 8:00 p.m.
Wednesday	10:00 a.m. – 5:00 p.m.
Thursday	10:00 a.m. – 8:00 p.m.
Friday	10:00 a.m. – 5:00 p.m.
Saturday	9:00 a.m. – 5:00 p.m.
Sunday	2:00 p.m. – 5:00 p.m. (hours may vary)

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**WATER DEPARTMENT**

Phone – 1-781-383-0057

**HOURS** - Monday – Friday      7:30 a.m. – 4:00 pm.

**FOR MORE INFORMATION GO TO  
[www.townofcohasset.org](http://www.townofcohasset.org)**

**TOWN OF COHASSET**  
*★ Office of ★*  
**EMERGENCY MANAGEMENT**  
 41 Highland Ave. ★ Cohasset, Ma 02025

**COHASSET  
 EMERGENCY PLANNING GUIDE**

EMERGENCY TELEPHONE NUMBERS

**Life Threatening Emergencies**  
 Fire Department Business Line  
 Police Department Business Line

**911**  
 (781) 383-0260  
 (781) 383-1212

**Fallen Trees, Limbs, etc. (call in this order)**  
 1. (781) 783-0273 **Department of Public Works**  
 2. (781) 383-1212 **Police Department**  
 3. (781) 383-0260 **Fire Department**

**Electrical Problems (800) 322-3223 National Grid**

(781) 383-0057 **Cohasset Water Department**  
 (671) 469-2300 **Gas – National Grid**  
 (781) 740-6635 **Aquarian Water (No. Cohasset)**

COHASSET EMERGENCY SHELTER

**Deer Hill School, 208 Sohier Street**

**\*Notice of Shelter Opening will be made by Connect-CTY phone call  
 Check before coming to shelter with Police at 781-383-1212**

COHASSET FAMILY EMERGENCY PLANNING GUIDELINES

During hurricanes, blizzards, or other disasters, you should be prepared to be self-sustaining for 24-36 hours.

*To help keep you as safe as possible, check the following and be prepared:*

- Working flashlight (extra batteries)
- Portable radio (extra batteries)
- WATD, 95.9 FM, Marshfield, MA or Cable Channel 10 for local news.
- Three (3) day supply of food and water
- Propane or charcoal for cooking
- Necessary Prescription Drugs
- Car gas tank full
- Supply of canned goods
- First aid supplies
- Fresh water in containers
- Charge any batteries you may need

*If you are evacuating your home during a hurricane:*

1. Turn off oil and gas burners and furnace
2. Cut off water service at meter
3. Turn off electrical power at main switch
4. Secure the house when leaving

FAMILY DISASTER PLAN

- Discuss the types of hazards that could affect your family. Know your homes vulnerability to storm surge, flooding or wind.
- Locate a safe room or the safest areas in your home for each hurricane hazard. In certain circumstances the safest areas may not be your home but within your community.
- Determine escape routes from your house and places to meet. These should be measured in tens of miles, rather than hundreds of miles.
- Have out-of-state friend as a family contact, so all of your family members have a single point of contact.
- Make a plan now for what to do with your pets if you need to evacuate.
- Post emergency telephone numbers by your phones and make sure your children know **how** and **when** to call 911.
- Stock non-perishable emergency supplies and a disaster supply kit.
- Add cell phone numbers to Connect CTY, go to Town website or call 781-353-0666.

Town of Cohasset  
Office of the Board  
of Selectmen  
41 Highland Avenue  
Cohasset, MA 02025

**POSTAL PATRON**  
**COHASSET, MA 02025**

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