



Town of Paxton, Office of the Town Clerk
697 Pleasant Street Paxton, MA 01612
Phone: (508) 556-5583
lbecker@townofpaxton.net

BYLAW APPROVAL NOTICE

On September 5, 2023 the Office of the Attorney General APPROVED Articles 10, 11 and 12 from the June 5, 2023 Paxton Annual Town Meeting. (Case #11061)

Article 10 amended the Alcoholic Beverages Bylaw.

Article 11 created a new Winter Parking Ban Bylaw.

Article 12 replaced the old Finance Committee Bylaw with a new Finance Committee Bylaw.

The bylaws go into effect as of the posting of this notice, today, September 5th, 2023 in 5 public places within the Town of Paxton per MGL c.40 §32.

The bylaws as approved are attached to this document and are available for review in the Town Clerk's Office and online at www.townofpaxton.net.



Town of Paxton, Office of the Town Clerk
697 Pleasant Street Paxton, MA 01612
Phone: (508) 799-7347 Ext.1013

Submission #3, FINAL VERSION OF BY-LAWS AS AMENDED

June 6, 2023

Article 10 –

Amended Alcoholic Beverages bylaw

Alcoholic Beverages Bylaw

A TRUE COPY ATTEST

Janice Becker
TOWN CLERK

- Section 1. No person shall consume any alcoholic beverages (as defined in Chapter 138, Section 1 of the General Laws):
- (a) While in or on a public street, way, sidewalk, public parking lot or any other public property, or in any public conveyance provided, however, that the Board of Selectmen may authorize the sale, possession, and consumption of alcoholic beverages on any public property from a duly licensed vendor for special events or limited periods of time.; or
 - (b) In a motor vehicle while the same is in motion or parked in a public street, way, public parking lot, or any other public property; or
 - (c) While upon any private property, not his own, without the express permission of the owner or other person having authority to grant such permission.
- Section 2. No person shall discard any alcoholic beverage container upon any public street, way, sidewalk, public parking lot, or any other public property or upon any private property, not his own, without the express permission of the owner.
- Section 3. A police officer witnessing a violation of this policy shall have the right to arrest such a person without a warrant and shall bring the person so arrested before the Court within twenty-four hours, Sundays and Holidays excepted. Alcoholic beverages being used in violation of the policy may be seized and safely held until final adjudication of the charge against the person so arrested or summoned before the Court, at which time the beverages shall be disposed of as directed by the Court.
- Section 4. Any person violating any provisions of the By-Law shall, upon conviction thereof, be punished by a fine not to exceed fifty dollars (\$50.00) for each offense.

Article 11 –

Winter Parking Ban Bylaw

1. Parking is prohibited on all public ways, annually from November 15th through April 15th.
2. Any vehicle, other than one acting in an emergency, parked, day or night, on any street in the Town, so as to interfere with the work of removing or plowing snow, removing ice, or sanding the street may be removed or towed away under the authority, discretion and direction of the Chief of Police or the Chief's designee. The registered owner of a motor vehicle which is removed pursuant to this bylaw shall be fully responsible for all charges and expenses incurred for the removal and storage of said motor vehicle.

Finance Committee Bylaw

Section 1: Organization of the Finance Committee

- 1.1 The Finance Committee shall consist of seven (7) persons who shall be residents and registered voters of the Town, none of whom may be officers or officials of the Town, whether elected or appointed, compensated employees of the Town, or members of any other committee, board, or commission of the Town, unless authorized by bylaw or authorized by vote of the Select Board in accordance with Section 1.7. The members of the present Finance Committee in office at the time this bylaw, or amendments thereto, shall become effective, shall complete their terms of office.
- 1.2 Appointments to the Finance Committee shall be made by the Town Moderator for a term of three (3) years, such term expiring at the close of the respective Annual Meeting to which such three-year term relates.
- 1.3 If a member of the Finance Committee shall choose to resign or not opt for re-appointment following the expiration of their term, such member shall send a letter of such notification to the Town Moderator with a copy sent to the Town Clerk and the Finance Committee chairperson informing them of this decision. If a member is absent for five consecutive Finance Committee meetings, their position may be deemed to be vacant by vote of the Finance Committee, whereupon the Finance Committee chairperson will notify the Town Moderator. In all such instances, efforts will be undertaken to fill such vacancies.
- 1.4 Any person appointed to fill a vacancy on the Finance Committee shall hold office for the unexpired term of the member they have succeeded.
- 1.5 Finance Committee members shall serve without compensation.
- 1.6 The Finance Committee shall reorganize annually by electing its officers for the ensuing year.
- 1.7 Notwithstanding Section 1.1, a member of the Finance Committee may serve on any committee, board, or commission of the Town if authorized by bylaw or if authorized by vote of the Select Board, upon finding that such additional position would be advantageous and of value to the Town.

Section 2: Operation of the Finance Committee

- 2.1 The Finance Committee shall be responsible for the preparation of the Town's Annual Budget.
- 2.2 While individual department budgets shall be prepared by respective department heads in consultation with the Town Administrator, the overall preparation of the comprehensive consolidated Annual Budget shall be the responsibility of the Finance Committee for presentation at the Annual Town Meeting each year.
- 2.3 Although there may exist certain policies elsewhere that may address, directly or indirectly, matters involving the Annual Budget including some policy procedures as to the Annual Budget's development, Finance Committee bylaws shall take authoritative precedence over such policies as relates to the preparation of the Annual Budget.

- 2.4 Not later than January 15th each year, each Department, Town committee, board, and commission, excluding the schools/school committees, shall submit budget requests together with a detailed narrative describing and explaining requested expenditures and/or appropriations to the Town Administrator, who shall submit a consolidated Annual Budget request to the Finance Committee not later than February 1st each year.
- 2.5 Information relating to the immediate prior year's actual expenditures and the current year-to-date actual expenditures shall be made contemporaneously available for comparative purposes to those budget amounts being requested.
- 2.6 Upon request by the Finance Committee, appropriate persons in the town administration shall furnish to the Finance Committee a detailed listing of all support and revenues to be included in the Annual Budget, including but not limited to, state aid, tax levy, local revenues, new growth, and all other such sources. Such information shall include best forecasts and projections, comparisons with historical trends and actual realized levels of prior year's revenue for comparative purposes.
- 2.7 The Finance Committee shall be invited to actively participate in any meetings that the Select Board may schedule with outside third parties whereupon matters of a finance or budget nature are planned for discussion or presentation. Such meetings shall include, but not be limited to, those with the Wachusett Regional School District, the Bay Path Regional Vocational Technical School, the external independent audit firm, and others as deemed appropriate.

Section 3: Time Frame of the Finance Committee Operation

- 3.1 The Finance Committee shall commence work on the Annual Budget each year at such time determined by the Finance Committee chairperson.
- 3.2 Convening of such Finance Committee meetings shall be contingent upon the timely submission of budgets and budget requests from respective departments.
- 3.3 Such budget requests shall be submitted to the Finance Committee on or before a date to be reasonably determined each year by the Finance Committee given that conditions and circumstances may vary from year to year. Once such a date is declared, extension of time beyond that date shall be granted by the Finance Committee chairperson based upon special considerations.
- 3.4 If any department, Town committee, board, and commission shall fail to submit a budget request by March 1 of any given year, then the Finance Committee may recommend a substituted budget not to exceed the amount expended for said department during the prior fiscal year.
- 3.5 The Finance Committee's work on the Annual Budget shall be concluded in sufficient time to meet Warrant Article deadlines established by the Select Board.
- 3.6 Upon closing by the Selectboard of the Town Warrant issued for the Annual Town Meeting and/or Special Town Meetings, the Finance Committee shall consider all articles contained in the Town Warrant and make recommendations to the voters on all such articles as to approval, disapproval, or other action.
- 3.7 Through the Chair, the Finance Committee shall have, upon request, free access to all pertinent budget and financial information not deemed to be confidential by law. Likewise, the Finance Committee shall have the

right to meet with and/or discuss this information with any Town officer, official, employee, board, commission, and committee or member thereon.

- 3.8 Contained within the Annual Town Meeting Warrant shall be a cover letter describing major changes in the present budget from that of the previous fiscal year as well as commentary concerning any fiscal matters deemed important to report by the Finance Committee.
- 3.9 The Finance Committee shall make an Annual Report which shall be printed in the Town Report for that Fiscal Year.

Laurie Becker, CMMC
Town Clerk
Town of Paxton

TOWN CLERK RETURN OF SERVICE

I do hereby certify and return that I did notify the citizens of the Town of Paxton of the Bylaw changes approved by the Attorney General's office on 9/5/2023 (Case #11061) relating to Articles 10, 11 and 12 from the Annual Town Meeting held on June 5, 2023 by placing a true and attested copy of said Bylaw Changes at:

Paxton Post Office on 9/5/23 at 1:10pm

and

Paxton Town Hall on 9/5/23 at 1256pm

and

Richards Memorial Library on 9/5/23 at 1:20pm

and

Ten West on 9/5/23 at 1:08pm

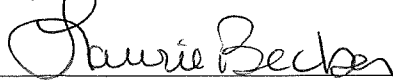
and

the John Bauer Senior Center on 9/5/23 at 1:00pm

The above is a true statement of my doings in this matter.

Laurie Becker, Town Clerk

signature



Note: The bylaws are effective per MGL c.40 §32 once the bylaw changes have been posted in 5 public places in the Town of Paxton.