

HOUSE No. 5432

The Commonwealth of Massachusetts

PRESENTED BY:

Sean Garballey and Cindy F. Friedman

To the Honorable Senate and House of Representatives of the Commonwealth of Massachusetts in General Court assembled:

The undersigned legislators and/or citizens respectfully petition for the adoption of the accompanying bill:

An Act amending the Arlington Town Manager act relative to financial estimates and budget reporting.

PETITION OF:

NAME:	DISTRICT/ADDRESS:	DATE ADDED:
<i>Sean Garballey</i>	<i>23rd Middlesex</i>	<i>12/6/2022</i>
<i>Cindy F. Friedman</i>	<i>Fourth Middlesex</i>	<i>12/19/2022</i>
<i>David M. Rogers</i>	<i>24th Middlesex</i>	<i>12/7/2022</i>

HOUSE No. 5432

By Representative Garballey of Arlington and Senator Friedman, a joint petition (accompanied by bill, House, No. 5432) of Sean Garballey, Cindy F. Friedman and David M. Rogers (by vote of the town) relative to financial estimates and budget reporting in the town of Arlington. Municipalities and Regional Government. [Local Approval Received.]

The Commonwealth of Massachusetts

**In the One Hundred and Ninety-Second General Court
(2021-2022)**

An Act amending the Arlington Town Manager act relative to financial estimates and budget reporting.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

1 SECTION 1. Chapter 503 of the acts of 1952 is hereby amended by striking out sections
2 31 and 32 and inserting in place thereof the following 2 sections:-

3 Section 31. Estimates of Expenditures. On or before the second business day of January
4 each year, all boards and departments not under the control of the town manager shall submit to
5 the town manager in writing detailed estimates for their respective boards or departments of the
6 fiscal requirements for the ensuing fiscal year. These submissions shall include detailed
7 estimates of any revenues that support their budgets and shall be in a format as required by the
8 town manager or as provided by town bylaws.

9 No later than the fifteenth day of January each year, the town manager shall submit to the
10 select board, with copies to each member of the finance committee, a carefully detailed draft
11 estimate in writing of the fiscal requirements for the ensuing fiscal year of each fund and

12 department of the town along with a detailed draft listing of all projected revenues to support
13 these requirements prior to the receipt of the governor's budget outlining projected state aid
14 sources of revenue for the town for the ensuing fiscal year.

15 Thereafter, on or before the 31st of January, the town manager shall submit to the select
16 board, with copies to each member of the finance committee, a carefully detailed final estimate
17 in writing of the fiscal requirements for the ensuing fiscal year of each fund and department of
18 the town along with a detailed final listing of all projected revenues to support these
19 requirements including any and all state aid revenues for the town for the ensuing fiscal year
20 projected in the governor's budget.

21 The town manager shall state the amount required to meet the interest and maturing
22 bonds and notes or other outstanding indebtedness of the town. All the estimates required by this
23 section shall include a statement of the budgeted amount for the current year and the actual
24 expenditures for the 2 preceding years.

25 Section 32. Preparation of an annual budget and final budget document. The select board
26 shall consider the estimates submitted by the town manager and other department heads, and
27 shall on or before the first Tuesday of February each year transmit their recommendations
28 relative thereto to each member of the finance committee. On or before the first day of
29 September each year, the comptroller shall prepare and submit to the select board, the town
30 manager and all other boards and departments not under the control of the town manager,
31 including the school department, a final budget document setting forth the boards and
32 departments of the town by name and the categories of expenditures from all sources to be made
33 during the fiscal year. The name of the fund and the amount it contributes to each board and

34 departmental budget shall be identified. A comparison of prior year budgeted to actual
35 expenditures shall be included for each board and department in total. The budget shall include a
36 summary schedule of all major revenues, expenditures and other financing sources of the town.
37 An update shall be prepared and distributed within 30 days of final adjournment of a special
38 town meeting wherein additional appropriations have been voted.

39 SECTION 2. This act shall take effect upon its passage.