



Announcing Year Four of the Community Compact Cabinet Program

Lieutenant Governor Karyn Polito

August 16th, 2018

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Important Dates & Information

Save the Date: Municipal Collaboration Conference Set for 9/24/18

Please join us Monday, September 24th at the College of the Holy Cross in Worcester for the Municipal Collaboration Conference. State and local officials will join together to share ideas and attend workshops focusing on housing, cybersecurity, economic development, climate resiliency, age friendly communities and other subjects. More information will be sent out soon. We hope you can attend!

Reminder: Report Local Option Adoption to DLS by 8/31/18

If your community has recently



I hope you all are enjoying your summer and that you've been able to experience some of the great vacation spots Massachusetts has to offer, from the Berkshires to the Cape. I'm writing to announce the fourth year of our [Community Compact Cabinet \(CCC\) program](#). The Community Compact Cabinet elevates the Administration's partnership with cities and towns and allows the Governor's Office to work more closely with leaders from all municipalities.

Since the Governor signed his first Executive Order on January 23, 2015 creating the CCC, the programs have proven to be a great tool for our partners in local government. I'm pleased to report that all 351 cities and towns that make up our Commonwealth have elected to enter into a Best Practice Compact! I'm proud of this fact as it demonstrates our commitment to collaborating with municipalities large and small across the state in projects, programs and initiatives that sustain and support our residents.

A number of our initiatives are the direct outcome of the CCC and the strong partnership it has fostered with our partners in local government. For example, the Small Bridges program was created in 2016 after hearing from many local officials about the issues surrounding locally-owned bridges spanning lengths between 10 and 20 feet. The program targets small bridge projects not eligible for federal aid under existing replacement or rehabilitation programming and are at high risk for full or partial closure due to present condition, at up to \$500,000 per year, per municipality for administration, design and construction.

For FY19, we are pleased to be able to offer the three programs again. Thanks to the support of our partners in the Legislature, the Best Practice, Efficiency & Regionalization (E&R) Grant, and Information Technology (IT) Grant programs are funded.

- The [Best Practice](#) program is dedicated to municipalities that did not apply in FY18, whether it was for a first or second Compact. In keeping with previous practice, "compact communities" receive additional bonus points for various state grants, including the E&R Grant program. This year, we are highlighting the age friendly community, housing, and recycling best practices.
- The [IT Grant](#) program is also returning, this time a bit earlier in the calendar: it opened on August 15th and applications must be in by September 15th. It will be open to municipalities that did not receive an IT grant in FY18.

adopted the local option tax for meals, rooms or retail marijuana sales, please make sure to submit the notification of acceptance form to the Municipal Databank by August 31st to be effective October 1st. Notification of Acceptance forms can be found [here](#). If your form is not received by the August deadline, it will not become effective until January 1, 2019. Please contact the Municipal Databank at databank@dor.state.ma.us with any questions.

This Year's "What's New in Municipal Law" to Feature Morning Q&A

The Division of Local Services Legal Staff will offer its annual seminar "What's New in Municipal Law" for local officials on Thursday, September 27, 2018 at The Lantana in Randolph and Thursday, October 4, 2018 at the Log Cabin Banquet & Meeting House in Holyoke.

Please click the following for the [agenda](#) and [registration form](#). Registrations must be received by Wednesday, September 19, 2018. Pre-registration is required. Attendees with questions for the DLS legal staff related to municipal tax or finance should submit them by Wednesday, September 19, 2018 to dlsregistration@dor.state.ma.us

The Massachusetts Association of Assessing Officers (MAAO) will grant four (4) hours of continuing education credits to assessors attending this program.

OSD: Latest Issue of *Buy the Way* Now Available

Don't miss the August 2018 edition of [Buy the Way](#), the

- The [E&R Grant](#) program will be available in mid-January, with applications due by February 15th. That program is open to all municipalities, regional school districts, regional planning agencies, councils of governments, and school districts exploring regionalization or shared services.

To read more about all these aspects of the Community Compact Cabinet program, [click here](#). This week, each of the 351 municipal executives in cities and towns across the Commonwealth received an emailed letter from me with information about the programs. We also sent a targeted email to school superintendents, regional planning agency executive directors and council of government executive directors who are eligible for the E&R Grant program. Both letters contained passcodes and links to our website where you'll find additional information and an online application process that's quick and easy.

The CCC program is designed to provide the resources and subject matter expertise necessary to facilitate and foster partnerships, practices and policies that reach across the Commonwealth to positively impact each and every city and town in Massachusetts. We thank you for your support and look forward to continuing to work with you toward that goal.

Finally, I'd like to highlight the conference we'll once again be hosting in collaboration with the Massachusetts Association of Regional Planning Agencies (MARPA). Please join us on Monday, September 24th at the College of the Holy Cross in Worcester for an event centered on "Municipal Collaboration." State and local officials will join together to share ideas and attend workshops focusing on housing, cybersecurity, economic development, climate resiliency, age friendly communities and other subjects. More information will be sent out soon. We hope you can attend!

Until then, thank you for all you do and keep up the great work!

Data Highlight of the Month: Free Cash

Anthonia Bakare - DLS Municipal Databank

The Division of Local Services (DLS) offers a wide variety of municipal, financial and socioeconomic information. This month's data highlight focuses on free cash. Free cash is the remaining, unrestricted funds from prior year operations that should be appropriated for nonrecurring purposes.

In FY2018, 347 cities and towns had their free cash certified. There was a total of \$1,709,999,426 in positive free cash (345 communities), \$619,320 in negative free cash (two communities) and a net free cash amount of \$1,709,380,106. So far, in FY2019 there are nine communities that have certified free cash totaling \$26.7 million.

To see free cash certified for all cities and towns since FY2003, click [here](#).

monthly newsletter of the Operational Services Division (OSD). Click [here](#) to get news and updates from OSD delivered to your inbox.

AG'S Office Offering Refreshers on Open Meeting Law

Hoping to better educate elected officials and the public on the requirements of the state's open meeting law, Attorney General Maura Healey announced Wednesday that her office will hold five training sessions on the law this fall, as well as online trainings. The sessions are open to the public and are being offered without charge.

The trainings will be held in Natick on Wednesday, Sept. 12; in Orange on Monday, Sept. 24; in Winchester on Wednesday, Oct. 10; in Spencer on Thursday, Oct. 18; and in Harvard on Thursday, Nov. 15. Online webinars will be held Thursday, Sept. 20 and Tuesday, Oct. 16.

Those interested in attending the sessions or participating in the webinars are asked to register in advance by calling (617) 963-2925 or by emailing OMLTraining@state.ma.us. A complete list of training sessions is available at the Attorney General's [website](#).

Fiscal Year	Positive	Negative	Net Free Cash	Free Cash Certified Count
2012	877,558,987	(2,959,894)	874,599,093	346
2013	1,110,290,319	(3,077,343)	1,107,212,976	349
2014	1,133,260,302	(1,115,517)	1,132,144,785	349
2015	1,325,187,899	(6,759,987)	1,318,427,912	346
2016	1,399,676,319	(21,601)	1,399,654,718	344
2017	1,646,537,004	(5,147,824)	1,641,389,180	346
2018	1,709,999,426	(619,320)	1,709,380,106	347
2019	26,650,902	0	26,650,902	9

Remember to visit the [Municipal Finance Trend Dashboard](#) which includes trends in certified free cash data under [Category One](#) - Operating Position. This data is presented through several charts that can be exported to PDF.

We hope you become better acquainted with the data the Division of Local Services has to offer through the *Data Highlight of the Month*. For more information, contact us directly at databank@dor.state.ma.us or (617) 626-2384.



Other DLS Links:

[Local Officials Directory](#)

[Information Guideline Releases \(IGRs\)](#)

[Bulletins](#)

[Publications & Training Center](#)

[Tools and Financial Calculators](#)

August Municipal Calendar

Deadline for Paying 1st Quarterly Tax Bill

1 Taxpayer Per M.G.L. c. 59, § 57C, this is the deadline to pay the 1st quarter preliminary tax payment without interest for bills that were mailed by July 1. If the bills were mailed between July 2 and August 1, this payment is due 30 days after the mailing date, and the 2nd quarterly payment is due November 1. If the bills were mailed after August 1, the preliminary tax is due as a single installment on November 1 or 30 days after the bills were mailed, whichever is later.

1 Taxpayer **Deadline for Submitting Annual Boat Excise Return**

10 Assessors **Deadline for Appealing EQVs to the ATB (even-numbered years only)**

15 Assessors **Deadline to Vote for Optional Preliminary Tax Bills**

In a regular semiannual community, Assessors have until this date to vote on the option under M.G.L. c. 59, § 23D to request BOA's authorization to issue preliminary bills. After receiving approval, Assessors must submit a Pro Forma Tax Rate Recap to BOA and mail the bills by October 1.

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| 31 | Assessors and Accountant | Begin Working on the Tax Rate Recapitulation Sheet (the recap)
Semiannual communities that do not send annual or optional preliminary bills should begin the recap process by this date. |
| 31 | Accountant | Close Prior-Year Books by this Date |
| 31 | State Treasurer | Notification of Monthly Local Aid Distributions , see monthly breakdown by program is available here . |

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Contact *City & Town* with questions, comments and feedback by emailing us at cityandtown@dor.state.ma.us.

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