

OFFICIAL POSTING TOWN OF ROYALSTON GENERAL BY-LAWS APPROVED BY THE ATTORNEY GENERAL

This posting reflects changes to the Town of Royalston General By-Laws that were approved at the Annual Town Meeting May 11, 2018 and approved by the Office of the Attorney General August 27, 2018. There are two pages to this posting, including this cover page.

The following Article in the General Bylaws was amended:

ARTICLE XVIII. CAPITAL PLANNING COMMITTEE (full text of amended, approved bylaw following posting information)

Copies of the current General By-Laws are available at the Town Clerk's Office, Whitney Hall, 5 School St., Royalston, or online at www.royalston-ma.gov

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ARTICLE XVIII. CAPITAL PLANNING COMMITTEE

SECTION 1. The Select Board shall establish and appoint a committee of five to be known as the Capital Planning Committee (hereinafter referred to as the Committee). Beginning in FY 2019, four members will be appointed at large, two for three years, one for two years, and one for one year. The fifth member shall be the Town Finance Director. Thereafter, expiring terms shall be filled by members appointed or reappointed for a term of three years, thus assuring a committee with at least two experienced members. The Chair and Secretary will be elected annually by a vote of the Committee.

SECTION 2. The Committee shall, each year, study proposed capital projects and improvements involving major non-recurring tangible assets and projects which:

- A. Are purchased or undertaken at intervals of not less than five years;
- B. Have a useful life of at least five years; and
- C. Cost at least \$5,000.00.

All department heads, officers, boards and committees, including the Select Board and School Committee, shall, by January 1st of each year, provide the Committee with information concerning all anticipated capital purchases and/or projects covered under this bylaw and requiring Town Meeting action during the ensuing five years and either describe how such capital outlays fit into the Town's long-term Capital Improvement Plan or advocate for amendment of

the Plan to include them. The Committee shall consider the relative need, impact, timing, and cost of these expenditures and the effect each will have on the financial position of the Town.

SECTION 3. Based on the information received, the Committee shall present annually to the Select Board for approval a Capital Spending Budget for the ensuing fiscal year, and a Capital Improvement Plan including recommended capital improvements for the following ten fiscal years. The Committee shall extend, re-evaluate and/or update as necessary the Capital Improvement Plan annually. The Committee shall submit the Capital Spending Budget, as approved by the Select Board, to the Annual Town Meeting (ATM) for adoption by the Town.

SECTION 4. The Capital Improvement Plan, after its adoption, shall permit spending on approved programs or improvements from departmental budgets for surveys, architectural or engineering advice, options, or appraisals. These expenditures must be appropriated by Town Meeting. Spending cannot fund preliminary planning for projects to be undertaken more than ten years in the future unless those projects have been included in an approved extension of the Capital Improvement Plan.

(end bylaw text)