

## Code Enforcement Revolving Fund: June 14, 2021

### Departmental Revolving Funds:

#### 1. Purpose

This by-law/ordinance establishes and authorizes revolving funds for use by town departments, boards, committees, agencies, or officers in connection with the operation of programs or activities that generate fees, charges, or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by General Laws Chapter 44 s. 53E ½ .

#### 2. Expenditure Limitations

A department or agency head, board, committee, or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this by-law without appropriation subject to the following limitations:

- a. No liability shall be incurred in excess of the available balance of the fund.
- b. The total amount spent during a fiscal year shall not exceed the amount authorized by town meeting on or before July 1 of that fiscal year by the selectboard and finance committee.

#### 3. Interest

Interest earned on monies credited to a revolving fund established by this by-law/ordinance shall be credited to the General Fund.

#### 4. Procedures and Reports

Except as provided in General Laws Chapter 44, s. 53E ½ and this by-law, the laws, charter provisions, by-laws/ordinances, rules, regulations, policies, or procedures that govern the receipt and custody of town monies and the expenditure and payment of town funds shall apply to the use of a revolving fund established and authorized by this by-law. The town accountant shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund, and the balance available for expenditure in the regular report the town accountant provides the department, board, committee, agency, or officer on appropriations made for its use.

#### 5. Authorized Revolving Funds

##### 5.1 Building/Zoning Department Revolving Fund

- 5.1.1 There shall be a separate fund called the Building/Zoning Department Revolving Fund authorized for use by the Building/Zoning Department.

- 5.1.2 Revenues: The town accountant shall establish the Building /Zoning Department Revolving Fund as a separate account and credit to the fund all of the building code violations, zoning bylaw violations, Board of Health violations, and general bylaw violations charged and received by the Building/Zoning Department Officer in connection with Code enforcement.
- 5.1.3 Purposes and Expenditures: During each fiscal year, the Building/Zoning Department Head/Officer may incur liabilities against and spend monies from the Building/Zoning Department Revolving Fund for all remedies required to rectify said violations in connection with the Building/Zoning department regular enforcement activities. No salaries or other benefits will be paid to any officer of any department from this fund. All said salaries or payments will continue to be made through the budgeting process.
- 5.1.4 Fiscal Years: The Building/Zoning Department Revolving Fund shall operate for fiscal years that begin on or after July 1, 2021.