

ADOPTED  
8/15/00

TOWN OF CHARLOTTE  
GIFT ORDINANCE

TO AUTHORIZE THE BOARD OF SELECTMEN  
TO ACCEPT CERTAIN GIFTS  
WITHOUT TOWN MEETING VOTE

1. Purpose. By the exercise of the Town's home rule legislative power, to authorize the Board of Selectmen to accept and expend or otherwise apply, without further vote of the Town Meeting, certain gifts described herein, this authority being in addition to the authority already existing under State law to accept gifts of money.
2. Municipal officers authorized to accept certain gifts. The Board of Selectmen is authorized to accept and expend or otherwise apply, without further vote of the town meeting, any gift of money, personal property, or services for a designated public purpose, provided, however, that such gifts are otherwise unrestricted, unconditional, not made or given in or on any trust, and unencumbered by any obligation, and that no gift from any single donor for any single purpose exceeds one thousand dollars in value, in the sole estimation of the Board of Selectmen; and provided, further, that the Board shall include in the narrative portion of the annual town report an account or list of all gifts accepted during the period of each such report under the authority of this article, and a statement of the disposition of each such gift, if the gift is disposed of in the same year it is received.
3. Gifts to reserve fund accounts. Any other provision of this or any other ordinance to the contrary notwithstanding, the Board of Selectmen may also accept gifts made to or designated for any Town reserve fund account established by the Town Meeting and in existence when the gift is made, provided that any such gift complies with section 2 of this ordinance in all respects other than its being designated for a Reserve fund account. The municipal officers may not expend any accepted gift made to or designated for a reserve fund account except pursuant to and in accordance with State law governing the Reserve fund. Disbursement of gifts from a reserve fund account need not be reported specifically by the Board in its narrative portion of the annual report for the year.
4. Record of Acceptance. All votes of acceptance of gifts pursuant to this ordinance shall be by motion and vote and be promptly recorded in the minutes of the Selectmen's meetings, and the Board's acceptance shall be promptly thereafter confirmed to the donor or donors by a Selectman or other town official designated by the Board.

## STATEMENT OF INTENT OF SELECTMEN IN SEEKING THIS ORDINANCE

State law allows the Selectmen to accept, without vote of the town meeting, only gifts of money made (1) to supplement an appropriation already made, (2) to reduce the amount of the tax commitment, or (3) to pay down the town's permanent debt. Adoption of this article would allow the Selectmen to accept gifts of money or services, or in-kind gifts for a specific purpose beyond those three just listed, so long as the gift is not made in trust or on some condition other than on condition that it be used for the stated purpose for which it is given. With this ordinance (but subject to its \$1000.00 value limit per gift) the Selectmen could accept the following kinds of gifts (these are just examples): (1) a couple of gallons of paint to freshen the interior of a room in the town hall, (2) a painter's volunteered services to do the painting;(3) an accountant's voluntary offer to do a monthly bank statement reconciliation for the town; (4) a donation of furniture or other furnishings for the town office. The purpose of the ordinance is to facilitate acceptance of relatively small gifts so that special town meetings will not have to be called to enable donors to complete their gift transactions, and to avoid having to list them all out on the annual meeting or annual budget meeting warrant.