

**DRAFT**

**TOWN OF MEDFIELD  
WARRANT FOR THE ANNUAL TOWN MEETING  
2020**

On **Saturday, the twenty-seventh day of June, 2020** commencing at 11:00 AM the following Articles will be acted on **outside** at the Turf Field at the Amos Clark Kingsbury High School, located at 88R South Street in said Medfield, viz.

**Article 1.** To see if the Town will vote to accept the following named sums as Perpetual Trust Funds for the care of lots in the Vine Lake Cemetery, the interest thereof as may be necessary for said care, viz.

| PERPETUAL CARE 2019                |                 |
|------------------------------------|-----------------|
| Maureen O'Driscoll                 | \$3,000.00      |
| Harold M Gibbons                   | 600.00          |
| Stephen & Donna Dragotakes         | 3,000.00        |
| Brad Weafer                        | 1,500.00        |
| Jennifer W Reiling                 | 750.00          |
| Amin F Sabra                       | 3,000.00        |
| Molloy, Linda J                    | 3,000.00        |
| Peter Michael Stanton              | 3,000.00        |
| Margaret Warren                    | 3,000.00        |
| Mary E Viens & Richard Catenacci   | 750.00          |
| Maria & David Seaver               | 750.00          |
| Lisa M Priest                      | 3,000.00        |
| Sandra & Ray Dalbec                | 3,000.00        |
| Philip & Mary Brandolo             | 600.00          |
| Fritz Fleischmann & Katrin Fischer | 750.00          |
| Cathleen Dugan                     | 3,000.00        |
| Cathleen Dugan                     | 3,000.00        |
| Christopher & Cory Pray            | 1,500.00        |
| Joseph A & Julie M Wallace         | 3,000.00        |
| Stephen M Hayes                    | 3,000.00        |
| <b>TOTAL</b>                       | <b>\$43,200</b> |

Or do or act anything in relation thereto.

**(Board of Selectmen)**

**Article 2.** To see if the Town will vote to set Expenditure Limits for 53E ½ Revolving Funds established under the Code of the Town of Medfield, Chapter 117 Departmental Revolving Funds for Fiscal Year 2021, as follows:

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| <u>Section</u> |  | <u>Amount</u> |
|----------------|--|---------------|
| 5.1            | Fire Alarm Revolving Fund                              | \$32,000      |
| 5.2            | Ambulance Revolving Fund                               | 70,000        |
| 5.3            | Advance Life Support Revolving Fund                    | 225,000       |
| 5.4            | Community Gardens Revolving Fund                       | 3,000         |
| 5.5            | CENTER at Medfield Building Maintenance Revolving Fund | 30,000        |
| 5.6            | Library Revolving Fund                                 | 5,000         |
| 5.7            | Respite Care Revolving Fund                            | 125,000       |
| 5.8            | Transfer Station Recycling Revolving Fund              | 10,000        |
| 5.9            | Former State Hospital Revolving Fund                   | 100,000       |
|                | Total  | \$600,000     |

Or do or act anything in relation thereto.

**(Board of Selectmen)**

**Article 3.** To see if the Town will vote to appropriate a sum of money from the Public, Educational, and Governmental (PEG) Access and Cable Related Fund to Medfield TV for the purpose of providing local cable access services, equipment, and programming for the Town of Medfield, or to take any other action related thereto.

**(Board of Selectmen)**

**Article 4.** To see if the Town will vote to fix the salary and compensation of the following elected officers: Moderator, Town Clerk, Selectmen, Assessors, School Committee, Trustees of the Public Library, Park and Recreation Commissioners, Planning Board, Housing Authority, and Trust Fund Commissioners, or do or act anything in relation thereto.

| <b>Officer</b>          | <b>Present Salary</b> | <b>Warrant Committee Recommends</b> |
|-------------------------|-----------------------|-------------------------------------|
| Town Clerk              | \$73,144              | \$73,144                            |
| Selectmen, Chairman     | \$900                 | \$900                               |
| Selectmen, Clerk        | \$900                 | \$900                               |
| Selectmen, Third Member | \$900                 | \$900                               |
| Assessors, Chairman     | \$900                 | \$900                               |
| Assessors, Clerk        | \$900                 | \$900                               |
| Assessors, Third Member | \$900                 | \$900                               |
| Moderator               | 0                     | 0                                   |

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|                                  |   |   |
|----------------------------------|---|---|
| Housing Authority                | 0 | 0 |
| School Committee                 | 0 | 0 |
| Library Trustees                 | 0 | 0 |
| Planning Board                   | 0 | 0 |
| Park and Recreation Commissioner | 0 | 0 |
| Trust Fund Commissioners         | 0 | 0 |

**(Board of Selectmen)**

**Article 5.** To see if the Town will vote to amend the Personnel Administration Plan and Classification of Positions and Pay Schedule, effective July 1, 2019, as set out in the warrant, or do or act anything in relation thereto.

## **PERSONNEL ADMINISTRATION PLAN CLASSIFICATION OF POSITIONS AND PAY SCHEDULE**

**(Personnel Board)**

**Article 6.** To see if the Town will vote to raise and appropriate and/or transfer from available funds, sums of money requested by the Selectmen or any other Town Officer, Board, Commission, or Committee to defray operating expenses of the Town for the fiscal year commencing July 1, 2020, or such other sums as the Town may determine, as required by Massachusetts General Laws, Chapter 41, Section 108, or do or act anything in relation thereto.

**(Board of Selectmen)**

**Article 7.** To see if the town will vote to raise and appropriate from the FY2021 Tax Levy and/or transfer from available funds and/or borrow for capital expenditures, including the following:

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| FY21 CAPITAL BUDGET<br>RECOMMENDATIONS |                                |              |                                       |                  |                |
|--|--------------------------------|--------------|---------------------------------------|------------------|----------------|
| DEPARTMENT                             | PROJECT                        | Dept Request | Funding Source Recommended            |                  |                |
|  |                                |              | Revolving Funds                       | Enterprise Funds | Tax Levy       |
| Fire                                   | Replacement of Engine 3        | 450,000      |                                       |                  | 55,000         |
|  | SCBA Bottle Replacement        | 20,700       |                                       |                  | 20,700         |
|  | Portable Radio Equip           | 12,500       |                                       |                  | 12,500         |
|  |                                |              |                                       |                  |                |
| Police                                 | Cruiser Replacement            | 156,000      |                                       |                  | 55,000         |
|  | Weapon Replacement             | 7,550        |                                       |                  | 7,550          |
|  |                                |              |                                       |                  |                |
| ConCom/DPW                             | Emergency Action Plan for Dams | 12,000       |                                       |                  | 12,000         |
|  |                                |              |                                       |                  |                |
| School Dept                            | IT Hardware                    |              |                                       |                  | 200,000        |
|  |                                |              | <b>Total to be funded by Tax Levy</b> |                  | <b>362,750</b> |

**(Capital Budget Committee)**

**Article 8.** To see if the Town will vote to appropriate \$ and transfer said sum from the Municipal Buildings Capital Stabilization Fund created under Article 43 of the 2018 Annual Town Meeting for the purpose(s) and amount(s) below:

| Project | Request |
|---------|---------|
|         |         |
|         |         |
|         |         |
| Total   |         |

**(Board of Selectmen/Capital Budget Committee)**

**Article 9.** To see if the town will authorize, under General Laws Chapter 44, Section 21C, upon the recommendation of the Board of Selectmen, the following lease purchase financing

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agreements for the acquisition of equipment that may be acquired through the issuance of debt under G.L. c. 44 or improvement of a capital asset the improvement of which may be financed by the issuance of debt under G.L. c. 44, the term of such agreement not to exceed the useful life of the equipment or improvement as determined by the Board of Selectmen, and to authorize the departments specified below to enter into such agreements on behalf of the town, and to approve appropriation for the first year payments of the agreements as stated below, or to take any other action relative thereto.

See below placeholder example:

| <b>Equipment</b>           | <b>Maximum Term</b> | <b>Authorized Department</b> | <b>Source of Appropriation</b> | <b>First Year Amount</b> |
|----------------------------|---------------------|------------------------------|--------------------------------|--------------------------|
| <i>Fire Engine</i>         | <i>10 years</i>     | <i>Fire Department</i>       | <i>FY21 Capital Budget</i>     | <i>\$55,000</i>          |
| <i>(3) Police Cruisers</i> | <i>3 years</i>      | <i>Police Department</i>     | <i>FY21 Capital Budget</i>     | <i>\$55,000</i>          |

**(Board of Selectmen)**

**Article 10.** To see if the Town will vote to raise, appropriate, or transfer from available funds the sum of \$4,565,256 for the Water Enterprise Fund and the Sewer Enterprise Fund as follows, or act in any manner relating thereto.

Water Enterprise Fund Direct Costs:

| <b>Expense</b>         | <b>FY2021 Amount</b> |
|------------------------|----------------------|
| Salaries               | \$467,154            |
| Operations             | \$539,020            |
| Emergency Reserve Fund | \$50,000             |
| Capital Outlay         | \$186,000            |
| <b>Total</b>           | <b>\$1,242,174</b>   |

Water Enterprise Fund Indirect Costs:

| <b>Expense</b>   | <b>FY2021 Amount</b> |
|--|----------------------|
| OPEB Trust   | \$17,655             |
| Debt Service   | \$699,422            |
| Salaries, Benefits, Facilities, and other indirect costs | \$1,043,384          |
| <b>Total</b>   | <b>\$1,043,384</b>   |

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**Water Enterprise Fund Total: \$2,285,558**

Sewer Enterprise Fund Direct Costs:

| <b>Expense</b>          | <b>FY2021 Amount</b> |
|-------------------------|----------------------|
| Salaries                | \$320,099            |
| Operations              | \$882,030            |
| Emergency Reserve Fund  | \$50,000             |
| Infiltration and Inflow | \$50,000             |
| Capital Outlay          | \$442,000            |
| <b>Total</b>            | <b>\$1,744,129</b>   |

Sewer Enterprise Fund Indirect Costs:

| <b>Expense</b>   | <b>FY2021 Amount</b> |
|--|----------------------|
| OPEB Trust   | \$28,476             |
| Debt Service   | \$261,520            |
| Salaries, Benefits, Facilities, and other indirect costs | \$245,573            |
| <b>Total</b>   | <b>\$535,569</b>     |

**Sewer Enterprise Fund total: \$2,279,698**

And further that the above listed appropriations be funded as follows:

|                                    |                    |
|------------------------------------|--------------------|
| Water Fees for Service (User Fees) | \$2,081,903        |
| Water Free Cash                    | \$203,655          |
| Sewer Fees for Service (User Fees) | \$1,809,222        |
| Sewer Free Cash                    | \$470,476          |
| <b>Total</b>                       | <b>\$4,565,256</b> |

**(Water and Sewer Board/DPW Director)**

**Article 11.** To see if the Town will vote to transfer \$1,022 in funds received from the Massachusetts Department of Transportation for the Town’s share of the fee charged for Uber, Lyft, or other ride sharing services originating in the Town, said funds to be used for road and or sidewalk improvements, or do or act anything in relation thereto.

**(Board of Selectmen)**

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**Article 12.** To see if the Town will vote to appropriate \$15,000 and determine in what manner said sum shall be raised for the purpose of making improvements to the economic vitality of the Town, or do or act anything in relation thereto.

**(Board of Selectmen)**

**Article 13.** To see if the Town will vote to transfer a sum of money from sewer betterments-paid-in-advance, to the Sewer Stabilization Fund, or do or act anything in relation thereto.

**(Town Administrator)**

**Article 14.** To see what sum of money the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide, to implement any Collective Bargaining Agreements between the Town of Medfield and Medfield Police Union from July 1, 2019 to June 30, 2020; or otherwise act thereon.

**(Collective Bargaining Committee)**

**Article 15.** To see if the Town will vote to amend the Code of the Town of Medfield Chapter 10, Boards, Commissions, Committees and Councils, by adding a Section 10-8 that states:

A Medfield public body may consider holding a public hearing or public forum prior to voting on any non-routine action or decision if at least 10 residents request it, and if a public hearing is not already required by law, or take any other action in relation thereto.

**(Citizens Petition)**

**Article 16.** To see if the Town will vote to appropriate a sum of money and determine in what manner said sum shall be raised for the purpose of hiring consultants, engineers, and/or attorneys to assist the Town with the development and review of the Request for Qualifications/Request for Proposals for the Medfield State Hospital and surrounding areas, to advise the Town on matters concerning the site's disposition, reuse, or environmental remediation, said funds to be expended under the direction of the Board of Selectmen, with the understanding that the Board of Selectmen may authorize any other Town, board, commission, committee or department to expend a portion of said fund for such purposes, or do or act anything in relation thereto.

**(Board of Selectmen)**

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**Article 17.** To see if the Town will vote to authorize the Board of Assessors to use a sum of money from free cash in the Treasury for the reduction of the tax rate for the fiscal year 2019, or do or act anything in relation thereto.

**(Board of Assessors)**