



Board of Selectmen
Meeting Packet
March 2, 2021



Nicholas Milano <nmilano@medfield.net>

Fwd: MSH Spring Set up

Kristine Trierweiler <ktrierweiler@medfield.net>
To: Nicholas Milano <nmilano@medfield.net>

Fri, Feb 26, 2021 at 9:49 AM

Doug Pollard requests use of MSH property

----- Forwarded message -----

From: **doug pollard** [REDACTED]
Date: Thu, Feb 4, 2021 at 2:09 PM
Subject: MSH Spring Set up
To: Kristine Trierweiler <ktrierweiler@medfield.net>

Hi Kristine,

I hope your winter is going well. I am starting to book events for spring and summer and I was wondering if I need to go in front of the board for approval to set up my barbecue at the Medfield State Hospital April, May and June. Thursday - Saturdays. Please let me know when you have a moment.

Thank you

Doug Pollard

Pollard's Texas Que

[REDACTED]

--

Kristine Trierweiler
Town Administrator
Town of Medfield
459 Main Street
Medfield, MA 02052
508 906 3011 phone
508 359-6182 fax

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Monday 8:30 AM to 4:30 PM

Tuesday 8:30 AM to 7:30 PM

Wednesday 8:30 AM to 4:30 PM

Thursday 8:30 AM to 4:30 PM

Friday 8:30 AM to 1:00 PM

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Nicholas Milano <nmilano@medfield.net>

Fwd: BoS request: PorchFest May 1, 2021

Kristine Trierweiler <ktrierweiler@medfield.net>
To: Nicholas Milano <nmilano@medfield.net>

Fri, Feb 26, 2021 at 10:15 AM

Request for Porch Fest

----- Forwarded message -----

From: **Jean Mineo** [REDACTED]
Date: Thu, Feb 11, 2021 at 3:48 PM
Subject: BoS request: PorchFest May 1, 2021
To: ktrierweiler@medfield.net <ktrierweiler@medfield.net>

Hi Kristine,

The Cultural Alliance would like to ask the Board of Selectmen for permission to organize another drive-by PorchFest like last year on Sat. May 1. We ran it from 1 - 3 pm last year, I'd like to extend it by an hour from 1 - 4 pm since it wasn't possible to get to all the sites. Same conditions - wear a mask, stay in your car, keep your distance.

Could this be included on an upcoming meeting? And what date should I plan to attend? Not sure I need to make a presentation but would be available for questions.

Thank you,

Jean
[Cultural Alliance of Medfield](#)
[REDACTED]
@JeanRMineo
[LinkedIn](#)

--
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Geoffrey Pedder
Founder and Managing Partner
ZēLUS Beer Company
1 Green Street
Medfield, MA 02052

February 11, 2021

Re: Proposal for a Beer Garden/Outdoor Popup at Meeting House Park in 2021

To: The Board of Selectmen and All Relevant Town of Medfield Departments

I am writing to seek approval to operate a beer garden/outdoor popup on Saturdays during the spring, summer and fall of 2021 at Meeting House Park, between Frairy Street and Upham Street. Our ZēLUS taproom in downtown Medfield continues to be subject to heavy coronavirus-related restrictions and has been largely closed since March 2020. We are only allowed to open when we have a food vendor preparing food on-site. We successfully operated a beer garden between the months of July and November in 2020 at the same location with no known complaints. We were very much welcomed by the community since the beer garden was located outside and we were viewed as a safe place for a meal, beer and chat during the coronavirus pandemic. Food this year would again be provided by licensed local food vendors such as Ribpublic BBQ, Sethji's, Papalias Wood Fired Pizza and Cousin's Maine Lobster. Below I outline some more details of the proposal.

- We are largely requesting the same situation and operating rules as for the 2020 beer garden.
- Location – On the Town-owned section of Meeting House Park.
- Dates – Saturdays from April 3 thru November 20, and the option for rainchecks on Sundays for the same time period.
- Times – To vary, depending on weather, vendor availability, busy-ness and staffing, but maximum of 12-8:30pm.
- Maximum Attendance – Same as 2020, 50 plus staff. We will abide by any of Governor Baker's gathering or other COVID-19-related orders at any given time. We would also work to ensure that those in attendance wear masks when not seated, and are at least 6 feet apart unless in the same group.
- All our servers would be TIPS certified, as they are in our taproom and other events.
- We would provide tables and chairs.
- Entire beer garden will be roped off.
- All food vendors will be approved by the Medfield Board of Health.
- Sanitation – We would be responsible for clean up at the end of the day, including the removal of trash and recycling, with the exception of the receptacles already located on the site.
- We request permission to place Zelus sandwich board/s at the pre-approved locations around the Town of Medfield.
- We request being able to play some low volume music on occasion to entertain our guests.

ZēLUS Beer Company is proudly based in Medfield and counts many members of the community as its customers. We hope that you look upon this proposal favorably.

Best regards,

Geoffrey Pedder.





Nicholas Milano <nmilano@medfield.net>

(2) Public Safety Projects for BOS Funding Approval

Amy Colleran <acolleran@email.medfield.net>

Wed, Feb 17, 2021 at 9:07 AM

To: Kristine Trierweiler <ktrierweiler@medfield.net>

Cc: Nicholas Milano <nmilano@medfield.net>, William Carrico <wcarrico@medfield.net>

Hi Kristine,

Please find the attached proposals for the following projects we are looking to be approved by and funded by the BOS Special Article - Emergency Repair. These projects were not anticipated to be included in last year's Capital Request:

1. Replace the existing Air Compressor - The fire station existing air compressor is failing. We have hard piping throughout the building with drops by each apparatus. The existing air compressor is tripping the breaker and not large enough to keep the system filled. Old fire trucks need to be connected to a compressor system to fill the brake system tanks. When the truck air tanks are not full the trucks take up to 5 minute to fill the tanks before the truck can move.

The compressor turns on every 10 to 15 minutes due to air leaks in the system. We need the compressor replaced with one able to keep up with the demands of the station.

The cost to replace this unit is \$8,400

2. Sheet Metal work to "divert" rain water - Areas of the PS leak in heavy rain and wind storms. Water has been getting in through an outside air intake louver. The rain gets in through the louver and as a result the rain water gets into the building and drips onto the ceiling tiles. In some areas the tiles have collapsed due to the amount of rain coming in. The solution is to fabricate and install a new diverter inside the existing plenum - also to seal the existing outside air ductwork 10' downstream to eliminate any rain water that may be getting through the ductwork.

The cost for this "repair" is \$6,300.

We are looking for a total of \$14,700 to be funded by the BOS Emergency Funding.

Amy Colleran
Director of Facilities
Town of Medfield
office: 508-906-3068

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2 attachments

Public Safety - Sheet Metal Work.pdf
161K

PS - New Air Compressor and associated electrical work.pdf
128K



Nicholas Milano <nmilano@medfield.net>

Fwd: Board of Health - Associate

Kristine Trierweiler <ktrierweiler@medfield.net>
To: Nicholas Milano <nmilano@medfield.net>

Fri, Feb 26, 2021 at 10:34 AM

----- Forwarded message -----

From: **Nancy Bennotti** <nbennotti@medfield.net>
Date: Fri, Feb 26, 2021 at 10:33 AM
Subject: Fwd: Board of Health - Associate
To: Kristine Trierweiler <ktrierweiler@medfield.net>

----- Forwarded message -----

From: **Meenakshi Chivukula** [REDACTED]
Date: Tue, Jan 26, 2021 at 1:48 PM
Subject: Board of Health - Associate
To: <nbennotti@medfield.net>

Hello!

I hope you are well.

I am writing as a Medfield resident interested in joining the Medfield Board of Health as an Associate member.

I am a 2016 public health graduate from Boston University School of Public Health and currently working in the role of a COVID-19 care resource coordinator for Partners in Health / Massachusetts Department of Public Health Contact Tracing Collaborative.

I look forward to attending the next virtual Board of Health meetings as a resident.

Warm regards,

Meenakshi Chivukula
6 Nye Road
Medfield, MA 02052

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Nancy M Bennotti, Administrative Assistant
Town of Medfield --- Board of Health
508-906-3006 Mon-Fri 830 am to 1230 pm

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Kristine Trierweiler
Town Administrator
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Nicholas Milano <nmilano@medfield.net>

Fwd: BOH Associate Position

Kristine Trierweiler <ktrierweiler@medfield.net>
To: Nicholas Milano <nmilano@medfield.net>

Fri, Feb 26, 2021 at 9:32 AM

First of two appointments to BOH as Associate Members

----- Forwarded message -----

From: <REDACTED>
Date: Fri, Jan 29, 2021 at 3:13 PM
Subject: BOH Associate Position
To: Ktrierweiler@medfield.net <Ktrierweiler@medfield.net>
Cc: eclarke@medfield.net <eclarke@medfield.net>, nbennotti@medfield.net <nbennotti@medfield.net>

Hi Kristine,

I am contacting you to express interest in becoming a associate member of the Board of Health. I have moved to Medfield from Norfolk just recently, where, at various times, I served on both the Board of Health and Conservation Commission. I am looking to continue serving on Boards here in Medfield.

I believe my training as a Civil Engineer, Soil Evaluator and Ma. Lead Paint Inspector all could prove beneficial to the Board when we achieve a more familiar level of normalcy; in the interim I would hope to at least supply another "set of hands" to help the Board in any way as we work through these trying times.

Please feel free to contact me and I'd be happy to answer any questions you or the Board may have in regards to this request.

Thank you.

Jeff Kane
Senior Civil Engineer

L.A.L. Engineering Group

730 Main St. – Suite 1F
Millis, Ma 02054



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Kristine Trierweiler
Town Administrator
Town of Medfield
459 Main Street
Medfield, MA 02052
508 906 3011 phone
508 359-6182 fax

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Town of Medfield

Contract Cover Sheet

Department: DPW - Water Division

Department Head: Maurice Goulet

Contractor: Woodard & Curran, Inc.

Contract Amount \$21,500.00

Description of contract services:

Owner's Project Manager Services for the new water treatment plant project. This contract is for Woodward & Curran to perform a review of the 100% design submittal and assist the Town during the bidding phase. A separate contract will be entered to cover construction through closeout, pending Town Meeting approval of the project.

Contract funding source:

Special article for design of the water treatment plant: Article 34 of the 2018 Annual Town Meeting. \$610,000 approved; \$212,910 available as of March 1, 2021

Contract term:

Through the bidding phase. The contract is to end July 31, 2021

Does this replace an existing contract?

N/A

Has Town Counsel reviewed and approved the contract documents?

Yes

No

If Town Counsel has not yet approved the contract, identify outstanding issues here:



TOWN OF MEDFIELD, MASSACHUSETTS

AGREEMENT FOR FACILITATION CONSULTING SERVICES, RE: OWNER'S PROJECT MANAGER (OPM) FOR THE PROPOSED WATER TREATMENT FACILITY FOR WELLS 3 AND 4

CONTRACT # DPW 2021-06

STATE CONTRACT # (if applicable) _____

This Contract is made this 2nd day of March 2021 by and between the Town of Medfield, a Municipal Corporation, duly organized under the laws of the Commonwealth of Massachusetts and having a usual place of business at the Medfield Town House, 459 Main Street in said Medfield, MA 02052 (hereinafter referred to as the "Town") and Woodard & Curran Inc., of 250 Royall Street, Suite 200E, Canton, MA 02021(hereinafter referred to as the "Contractor").

WITNESSED:

Whereas, the Town issued request for proposals for Owners Project Manager (OPM) services in connection with design and construction of new water treatment plant for well(s) no. 3 and 4, for the Department of Public Works hereinafter referred to as "Program"; and

Whereas, the Contractor submitted a Proposal to perform the initial phase for the work required for the Program (see Attachment A), and the Town has decided to award the contract therefore to the Contractor,

NOW, THEREFORE, the Town and the Contractor agree as follows:

1. **Contract Documents:** The Contract Documents consist of this Agreement together with the proposal for Scope of Work and Compensation only, (Attachment A). The Contract Documents constitute the entire Agreement between the parties concerning the services and all are as fully a part of this Agreement as if attached hereto. In the event of conflicting provisions, the language of this Agreement shall govern provided that if the conflict relates to quantity or quality of goods or services, the greater quantity or higher quality specified shall be required. "Terms and Conditions" reference in Attachment A is expressly excluded.

2. Scope of Services: The Contractor shall furnish services related to the Program in accordance with the Scope of Services provided in the work plan (Attachment A), as well as, all services necessary or incidental there to.
3. Performance of Work: The Contractor shall furnish all equipment, staffing, and materials to accomplish the Program in strict conformity with all applicable Federal, State, and local laws, each of which is incorporated by reference and shall be responsible for obtaining all necessary approvals/permits as required for the performance of the Program.
4. Receivable: The Contractor shall deliver according to the proposal identified in Attachment A.
5. Contract Term: In accordance with the schedule provided by the Department of Public Works and their design engineers, March 2, 2021 to an anticipated end to the contract by July 31, 2021 dependent on the design engineers' schedule for the 100% submittal and public bidding documents. The project shall commence and be completed within the contract term dates.
6. Payment for Work: The Town shall pay **\$21,500.00** for the Program in accordance with the pricing in Attachment A. The Contractor to Town shall submit monthly invoices for payment of the Program. The Town shall make payments within thirty (30) days after its receipt of the invoice. All additional service will require a contract amendment signed by the Board of Selectmen completed in advance of the authorization to proceed.
7. Indemnification of the Town: The Town's liability hereunder shall be limited to the amounts due the Contractor for services actually rendered. The Contractor shall indemnify and hold harmless the Town, its officers, boards, agents and employees, to maximum extent permitted by law, from any liability loss, damage, cost, charge, or expense, but only to the extent, they result from any employees or third party contractor or supplier's claim for payment for wages, labor, materials, goods or services rendered to Contractor or from any claim for injury to person or property, which area result of any negligent act or omission on the part of the Contractor, or any of its agents or employees. If any such claim is made, the Town may retain out of any payments, then or thereafter due to the Contractor a sufficient amount to protect the Town against such claims, costs and expenses. Neither party shall be responsible or liable to the other for special, indirect or consequential damages.
8. Contractor's Standard of Care: The Contractor shall provide Owners Project Management (OPM) services and obligations hereunder in conformity with the standard of professional skill and care applicable to other professionals performing similar services in the same geographic area at the time services are rendered. Contractor represents that it is knowledgeable about Federal and State statutes and regulations applicable to public water supply systems, including water quality

standards and the design and construction of water treatment plants, the purpose of which is to purify water drawn from wells to meet said standards.

9. Contractor's Personnel: The Consultant's employees and Consultant's consultants shall be those identified in Attachment A and no others without prior written approval of Town.

10. Liability Insurance Requirements: The Consultant shall at its own expense obtain and maintain a Professional Liability Policy covering negligent error, omissions and acts of the Consultant. The Town will require a Certificate of Insurance, indicating evidence of Professional Liability, General Liability, Automobile Liability with minimum limits of \$2,000,000.00, and of any person or business entity for whose performance the Consultant is legally liable, arising out of the performance of this Agreement. The insurance shall be in force from the date of this Agreement until the expiration of the applicable period of limitations. The Consultant shall notify the Town should coverage become unavailable during that period. The Consultant shall obtain and provide a certificate of insurance for each consultant employed or engaged by Consultant, evidencing the existence of the same type of policy and coverage.

The Consultant shall also maintain liability insurance for all vehicles and equipment, which it owns or operates in connection with the project.

The Consultant shall also obtain and maintain in force worker compensation, as required by law.

Certificates evidencing that the required insurance coverage is in effect shall be submitted by the Consultant to Town prior to the signing of this Agreement. Any cancellation of insurance whether by the insurers or by the insured shall not be valid unless written notice thereof is given by the party proposing cancellation to the other party and to Town at least thirty (30) days prior to the intended effective date thereof, which date shall be stated in such notice.

12. Independent Contractor: The Contractor is an independent contractor and is not an agent or employee of the Town and is not authorized to act on behalf of the Town. The Town will not withhold Federal, State or payroll taxes of any kind, on behalf of the Contractor or the employees of the Contractor. The Contractor is not eligible for, and shall not participate in, any employee pension, health or other fringe benefit plan of the Town.

13. Successors and Assigns: This Agreement is binding upon the parties hereto, their successors, assigns and legal representatives. Neither the Town nor the Contractor shall assign or transfer any interest in the Agreement without the written consent of the other.

14. Inspection and Reports: The Town shall have the right at any time to inspect the records of the Contractor relative to the services provided to the Town pursuant

to this Agreement. This shall include the right to enter upon any property owned or occupied by the Contractor, whether situated within or beyond the limits of the Town. Upon request the Contractor shall immediately furnish to the Town any and all written reports relative to such services arising out of its operations under this Contract during and/or after the termination of the contract.

15. Arbitration: Only if Mutually Agreed-Upon-Claims, disputes, or other matters in question between the parties to this Agreement arising out of or relating to this Agreement or breach thereof may be subject to and decided by arbitration only if the parties mutually agree in writing to do so.

16. Termination:

a. For Cause - The Town shall have the right to terminate this Agreement if (i) the Contractor's neglects or fails to perform or observe any of its obligations hereunder and a cure is not effected by the Contractor within seven (7) days next following its receipt of a termination notice issued by the Town, (ii) if an order is entered against the Contractor approving a petition for an arrangement, liquidation, dissolution or similar relief relating to bankruptcy or insolvency and such order remains unvacated for thirty (30) days; or (iii) immediately if the Contractor shall file a voluntary petition in bankruptcy or any petition or answer seeking any arrangement, liquidation or dissolution relating to bankruptcy, insolvency or other relief for debtors or shall seek or consent or acquiesce in appointment of any trustee, receiver or liquidation of any of the Contractor's property.

The Town shall pay all reasonable and supportable costs incurred prior to termination, which payment shall not exceed the value of services provided.

b. For Convenience - The Town may terminate this Agreement at any time for any reason upon submitting to the Contractor thirty (30) days prior a written notice of its intention to terminate. Upon receipt of such notice, the Contractor shall immediately cease to incur expenses pursuant to this Agreement unless otherwise directed in the Town's termination notice. The Contractor shall promptly notify the Town of costs incurred to date of termination and the Town shall pay all such reasonable and supportable costs which payment shall not exceed the unpaid balance due on this Agreement.

c. Return of Property - Upon termination, the Contractor shall immediately return to the Town, without limitation, all documents and items of any nature whatever, supplied to Contractor by the Town or developed by the Contractor in accordance with this Agreement.

17. Notice: Any notice required to be given to Consultant under the terms of this Agreement shall be in writing and sent by registered or certified mail, postage

prepaid, return receipt requested, to: Woodard & Curran Inc., of 250 Royall Street, Suite 200E, Canton, MA 02021 or such other address as Consultant from time to time may have designated by written notice to the Town and shall be deemed to have been given when mailed by the Town. Any notice required to be given to the Town by the Consultant under the terms of the Agreement shall be in writing and sent by registered or certified mail, postage prepaid, return-receipt requested to: Department of Public Works, 55 North Meadow Road, Medfield, Massachusetts 02052 or such other address as the Town from time to time may have designated by written notice to the Consultant and shall be deemed to have been given when mailed by the Town together with simultaneous copy to Mark G. Cerel, Town Counsel, at Medfield Professional Building, Post Office Box 9, Medfield, MA 02052.

18. Severability: If any term of this Contract or application thereof shall to any extent be held invalid, illegal or unenforceable by the court of competent jurisdiction, legality, and enforceability of the remaining terms and conditions of the Contract shall not be deemed affected thereby unless one or both parties would be substantially or materially prejudiced.
19. Governing Law: The performance of this Contract shall be governed, construed and enforced in accordance with the laws of the Commonwealth of Massachusetts. Claims and Disputes and Resolution Procedure. Claims, disputes, or other matters in question with the Town and Contractor or any other party claiming rights under this agreement relating to or arising from the Project, the Work, or interpretation of any terms of the Contract or Contract Documents shall be resolved only by a civil action commenced in the Commonwealth of Massachusetts in either the Superior Court Department, Norfolk County, or the District Court Department, Dedham Division, of Massachusetts Trial Court; in the alternative, private arbitration or mediation may be employed if the parties mutually agree in writing to do so.
20. Entire Agreement: This Contract, including all documents incorporated herein by reference, constitutes the entire integrated agreement between the parties with respect to the matters described. This Contract supersedes all prior agreements; negotiations, either written or oral and it shall not be modified or amended except by a written document executed by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on this day and year first above written.

(Contractor)

By: _____

Title: Drinking Water Practice Leader

Board of Selectmen



Approved as to Form: _____

Town of Medfield, MA

Mark G. Cerel, Town Attorney

Kristine Trierweiler, Town Administrator

CERTIFICATION OF GOOD FAITH

The undersigned certifies under pains and penalties of perjury that this contract has been obtained in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

The Contractor by:

Robert S. Little

Print Name

Drinking Water Practice Leader

Title/Authority

CERTIFICATE OF STATE TAX COMPLIANCE

Pursuant to Massachusetts General Laws, Chapter 62C, Section 49A

Robert S. Little _____, authorized signatory for
name of signatory

Woodard & Curran Inc _____, whose
name of contractor

principal place of business is at 250 Royall Street, Suite 200E, Canton, MA 02021

____ does hereby certify under the pains and penalties of perjury that
Woodard & Curran Inc has paid all
____ name of contractor

Massachusetts taxes and has complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

Right

3/1/2021

Signature

Date



CERTIFICATION OF CORPORATE AUTHORITY WOODARD & CURRAN, INC.

The undersigned, Rebecca Talbert, Secretary of Woodard & Curran, Inc. (the "Company"), HEREBY CERTIFIES as follows:

She is the duly elected Secretary of the Company, a Maine corporation.

At a meeting of the Board of Directors of the Company on November 12, 2020, the following resolution was adopted:

RESOLVED: That any Officer of this corporation, acting singly, be and hereby is authorized at any time and from time to time, to enter into written contracts, including for the provision of services by the Company to clients; subcontracts or purchase orders issued by the Company; confidentiality agreements; teaming agreements; letters of intent; memoranda of understanding; construction contracts; or any other document or agreement which creates an obligation, commitment or is binding on the Company, only as follows:

1. Senior Principals are authorized up to the amount of Two Hundred Fifty Thousand Dollars (\$250,000), or as delegated.
2. Vice Presidents are authorized up to the amount of Two Hundred Fifty Thousand Dollars (\$250,000), or as delegated.
3. Senior Vice Presidents are authorized up to the amount of One Million Dollars (\$1,000,000), or as delegated.
4. Executive Vice Presidents are authorized up to the amount of Five Million Dollars (\$5,000,000), or as delegated.
5. The Chief Executive Officer is authorized up to the amount of Fifteen Million Dollars (\$15,000,000).
6. The Company's Board of Directors must authorize contracts over the amount of Fifteen Million Dollars (\$15,000,000).

The dollar thresholds above are established for the contract value and applies to the annual value of a multi-year agreement.

RESOLVED: That the Chief Executive Officer is authorized at any time to execute surety bonds in connection with the conduct of the Company's business, whether alone, or in joint venture with others not named herein. Furthermore, that the Chief Executive Officer is also authorized at any time prior or subsequent to the execution of any such bonds, to execute any and all indemnity agreements, subordination agreements or any other associated agreements relating to such bonds or to any collateral that may have been or may be required to be deposited with the surety in connection with said bonds. The Chief Executive Officer's signing authority with respect to surety bonds is limited to the current levels of bonding as set forth in the Company's approved bonding agreement. Bonds above this approved amount must be authorized by the Board of Directors.

According to the records of the Company in my possession as of this date, the above is a true and correct copy of said resolution, said resolution has not been amended or repealed, and is in full force and effect. A list of the current Officers will be maintained in a schedule on file with the Secretary.

DATED: November 13, 2020



Rebecca Talbert, Secretary

SCHEDULE OF OFFICERS TO CERTIFICATION OF CORPORATE AUTHORITY

The following is a list of the duly appointed Officers of Woodard & Curran, Inc. and their respective signing authority limits and management positions in the Company:

CHIEF EXECUTIVE OFFICER AND PRESIDENT -up to Fifteen Million Dollars (\$15,000,000)

Alyson B. Watson

EXECUTIVE VICE PRESIDENTS -up to Five Million Dollars (\$5,000,000), or as delegated

Chief Financial Officer

David W. Remick

Strategic Business Unit Leaders

Dirk Applegate

President of Consulting

Joseph C. Barbagallo

**General Counsel and
Corporate Secretary**

Rebecca G. Talbert

Peter E. Nangeroni

Steven F. Niro

Strategic Advisor

Douglas J. McKeown

SENIOR VICE PRESIDENTS - up to One Million Dollars (\$1,000,000), or as delegated

Operations Leaders

Andrew Neal

Paul P. Roux

Jeffery C. Stearns

Patricia A. Thomes

Marc G. Thomas

Gillian J. Wood

Director of Technical Practices

Robert C. Amaral

James Daniel Bryant

Thomas F. Hazlett III

Kathleen Higgins

Mary E. House

Thomas E. Stoughton (in transition)

Business Development Leaders

Brian E. Bzdawka

Christy Kennedy

David R. MacDonald

Joseph Brendan McLaughlin

Jerry G. Sheehan

Senior Area Manager

David W. Dedian

Chief Technologist - SBU

R. Duff Collins

National Practice Leaders

Sergio Bazarevitsch

Michael H. Matson

Thomas Richardson

Persephene St. Charles

Adam H. Steinman

Hugh G. Tozer

VICE PRESIDENTS - up to Two Hundred Fifty Thousand Dollars (\$250,000), or as delegated

Senior Client Managers

Glenn T. Almquist
Jennifer L. Anders
Elisha Back
Kevin R. Bethke
Rosemary T. Blacquier
Brent M. Bridges
Kenneth W. Carlson
Anthony C. Catalano
Craig B. Deeney
Susan Fernis
James Graydon
Michael Greenberg
Carol A. Harris
Nicholas A. Hastings
Michael Headd
Michael J. van der Heijden
Scott J. Medeiros
Paul Norian
Patrick F. O'Hara
David Richardson
James J. Rivard
Scott C. Shannon
Barry S. Sheff
Lloyd K. Snyder

Corporate Vice Presidents

Jennifer M. Andrews
Shannon J. Eyler
Kathleen Welter

Corporate Service Directors

Kenneth Danila
Andrew L. Stanhope

Area Managers

Glenn D. Burden
Gregory Frieden
Michael J. Gearly
David Kitzmiller
Jason Muche
Michael Pratt
Frederick Rogers
Robert Scott
Michael S. Thompson

Regional Managers

Peter Andromalos
Michael L. Battistelli
Ryker Brown
Denise L. Cameron
Kelly V. Camp
Mesut Cayar
Maggie Connolly
Brian Dietrick
Matthew Elsner
Jeffrey A. Hamel
Kenneth Kohlbrenner
Steven Lauria
Nathan T. McLaughlin
Brian Pile
Matthew J. Valentine
Erica Wolski

Chief Technologist - Practice

Paul A. Dombrowski

Practice Leaders

Kelley C. Begin
John Gregory Booth
Lisa J. Campe
Patrick J. Cyr
Susan E. Guswa
Zachary L. Henderson
Jason R. House
Joseph A. Hurley
✓ Robert S. Little
Catharine M. Rockwell
Bert J. Wesley
David A. White
Daniel Windsor

Senior Technical Leaders

Robin Cort
Leslie Dumas
Jennifer Glynn
M. Scott Goldman
Lucas A. Hellerich
Glenn Hermanson
Xavier Irias
Gisa Ju
Saquib Najmus
Ali Taghavi
Kyle E. Tracy
Anthony Valdivia

Technical Delivery Group

Leader
Peter J. Martin

SENIOR PRINCIPALS - up to Two Hundred Fifty Thousand Dollars (\$250,000), or as delegated

James Blanke
Phyllis Brunner
Frank J. Cavalieri
Rebecca A. Corbin
Justin F. deMello
Richard P. Fedder
Andrew J. Fitzpatrick

David G. Krochko
Mark E. Pietrucha
Brian Ravens
Douglas E. Spicuzza
James P. Sturgis
Brent R. Sutter

Randy E. Tome
Miles L. Walker
Donald J. Weeks
James D. Wilson
Daniel M. Wolfram

ATTACHMENT

A



Via Electronic Mail

February 26, 2021

Maurice Goulet
Director of Public Works
Town of Medfield
55 North Meadows Road
Medfield, MA 02052

Re: Agreement for Professional Engineering Services
Water Treatment Plant Owner's Project Management (OPM) Services
Design and Construction Procurement Phases

Dear Mr. Goulet:

Woodard & Curran, Inc. (Woodard & Curran) is excited to have been selected as the Owner's Project Manager (OPM) for the Town of Medfield, Massachusetts (Town) Water Treatment Plant project. We are pleased to provide this Agreement for OPM services for the proposed Water Treatment Plant during the design and construction procurement phases of the project. We have prepared this proposal based on discussions with the Department of Public Works following Woodard & Curran's response to the Request for Services and selection as the qualified OPM.

The project will be completed in accordance with the Scope of Services, Compensation, Schedule, and Terms and Conditions defined herein.

SCOPE OF SERVICES

Woodard & Curran will provide the following services during the design and construction procurement phases of the Project:

Phase 1: Design Phase Support

Design phase support will commence immediately upon notice to proceed and will end once construction Bid Documents are made available for public bidding. Specific tasks in this phase include attending a kick-off meeting with the Project Designer and Town and a high-level review of the plans and specifications prior to bid advertisement and Bid Document availability.

Woodard & Curran's review of the plans and specifications will focus on identifying constructability concerns, omitted items, and coordination between disciplines (particularly with regards to filed sub-bidding requirements).

Woodard & Curran will not check individual design calculations related to items such as process chemistry, chemical feed, hydraulics, and structural design calculations during this review.

Woodard & Curran will perform a high-level review of the cost estimates prepared by the Project Designer relative to the Town's overall anticipated project budget based on our experience with similar facilities. Detailed cost estimating services are not included in this Agreement.

Woodard & Curran will review the project schedule prepared by the Project Designer and advise the Town relative to any anticipated concerns with its accuracy.



Phase 2: Construction Procurement Support

The Construction Procurement Support phase will commence once the construction Bid Documents are completed and made available for public bidding and will end when the Town approves funding for construction of the new Water Treatment Plant and appropriate contracts are executed with the construction contractor.

Task 1 – Bidding

Woodard & Curran will monitor the activities and responsibilities of the Project Designer in the advertisement, distribution of bidding documents and solicitation of public bids in accordance with MGL Chapter 149, Sections 44A through 44J and other public construction related statutes. Woodard & Curran will:

- Monitor and review the construction procurement processes for subcontractors and general contractor.
- Attend one pre-bid conference.
- Attend one sub-bid and one general bid opening.
- Assist the Town and Project Designer in the review of sub-bids and general bids for responsiveness, bidder eligibility, completeness, accuracy, and price and make recommendations to the Town relative to their acceptance and determination of bidder responsibility. This will include a review of the General Contractor's Massachusetts Division of Capital Asset Management (DCAM) file and Update Statement and conducting reference checks as needed to make recommendations to the Town as to eligibility and responsiveness of the bidder.
- Review bid alternates as necessary and make written recommendation as to their acceptance.

If the bid of the lowest eligible and responsible general bidder exceeds the construction budget, Woodard & Curran will consult with the Project Designer and make recommendations to the Town relative to bringing the Project within budget.

Task 2 – Award

Woodard & Curran will assist the Town with the preparation and execution of the Town-Contractor Agreement and shall obtain from the Contractor performance and payment bonds, insurance certificates, and all other documents and certificates required for contract execution. Upon the execution of the contract, Woodard & Curran will assist with the preparation and sending of Notice to Proceed to the Contractor.

PROJECT SCHEDULE

The Scope of Services and Compensation included in this agreement are based on the following anticipated Project Schedule for OPM services. We have assumed a Notice to Proceed date of March 3, 2021.

Phase 1 – Design Phase Support	March 2021
Phase 2 – Construction Procurement Support	March 2021 – July 2021



COMPENSATION

Woodard & Curran will complete the Scope of Services for the fee presented below. These amounts will not be exceeded without prior written authorization from the Town. Design and construction procurement support phases will be billed on a lump sum basis.

Phase	Fee
Phase 1 – Design Phase Support	\$12,000
Phase 2 – Construction Procurement Support	\$ 9,500
TOTAL	\$21,500

A separate Agreement will be provided for Construction and Commissioning and On-Site Representation.

CLARIFICATIONS AND ASSUMPTIONS

Exclusions from the scope of work and costs presented above include the following:

- Assumes one pre-bid conference, one sub-bid opening, and one general bid opening.
- Support to the Town in the unlikely event of a bid protest is not included in this Agreement and could be provided under an amendment to this contract.

TERMS AND CONDITIONS

All services will be performed in accordance with the Term and Conditions agreed to between the Town of Medfield and Woodard & Curran. We appreciate the opportunity to continue to support the Town of Medfield DPW. If necessary, please reference a purchase order number if required for billing purposes.

Sincerely,

WOODARD & CURRAN, INC.

Robert S. Little, P.E.
Drinking Water Practice Leader

RSL/RAL/ams

cc: Scott C. Salvucci, P.E., Woodard & Curran
Renee A. Lanza, P.E., Woodard & Curran

PN: 0233730.00

MEMORANDUM OF AGREEMENT
between
TOWN OF MEDFIELD
and
MEDFIELD PERMANENT FIREFIGHTERS ASSOCIATION
LOCAL 4478, IAFF, AFL-CIO

The Town of Medfield (“the Town”) and the Medfield Permanent Firefighter Association Local 4478, IAFF, AFL-CIO (“the Union”) hereby agree that the collective bargaining agreement between the Town and the Association will be extended for two years, July 1, 2020 through June 30, 2022, with the following changes agreed to by the parties’ negotiating teams and set forth below. The bargaining teams shall sponsor and support the ratification of this Agreement by the Union and the Board of Selectmen. Failing ratification by both parties’ principals, the Agreement shall be deemed void and both parties will be free to return to their prior bargaining positions. If ratified by both parties’ principals and funding for the economic items is appropriated by Town Meeting, a new comprehensive Collective Bargaining Agreement shall be drafted which incorporates the material terms of this Agreement into the unchanged provisions of the 2020 to 2022 Agreement.

1. Article XXVI: Duration: July 1, 2020 to June 30, 2022
2. Effective upon appropriation by the 2021 Annual Town Meeting a one time \$1,500.00 COVID-19 Stipend will be paid to each FF/EMT and LT/EMT. An additional one time \$750.00 Salary Compensation will be paid to each FF/EMT and LT/EMT in lieu of a cost of living increase beginning July 1, 2020 through June 30, 2021. The COVID-19 Stipend and Salary Compensation will not be included in calculation of any other compensation including the overtime rate.
3. Article VI: Classification of Positions and Pay Schedule:

c. Salary Schedule

- Effective the first full pay period after July 1, 2020 increase the base salary schedule for FF/EMT by 0%.
- Effective the first full pay period after July 1, 2021 increase the base salary schedule for FF/EMT by 2%.

FIREFIGHTER/EMT

FF/EMT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
7/1/2020	24.87	25.64	26.37	27.19	27.99	28.86	29.69	30.57
7/1/2021	25.37	26.15	26.90	27.73	28.55	29.44	30.28	31.18

- Effective the first full pay period after July 1, 2020 increase the base salary schedule for Lieutenant/EMT by 0%.
- Effective the first full pay period after July 1, 2021 adopt the following base salary schedule for Captain/EMT.

CAPTAIN/EMT

CP/FF/EMT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
7/1/2020	28.86	29.72	30.47	31.23	32.17	33.13
7/1/2021	33.62	34.29	34.97	35.67	36.38	37.11

4. Effective July 1, 2021 the rank of Lieutenant will be replaced with Captain. It is mutually agreed between the Employer and the MPFA that the Captain/EMT position will be included in the Bargaining Unit and members of the MPFA.
5. Upon mutual signing of the Agreement between the Employer and the MPFA, the employer will provide an electronic PDF copy of the signed Agreement with an additional copy in Microsoft Word format within 30 days of said signing to the MPFA.

6. Amend Article X. Sick Leave Provision

E. Sick leave must be reported to on-duty personnel or the Fire Chief as soon as possible but in no event later than thirty minutes before the start of each work shift that the employee will be absent.

F. Sick leave may only be used by employees who are:

- Incapacitated from the performance of their duties by illness or injury
- Whose attendance is prevented by public health requirements
- Who are required to absent themselves from work for the purpose of a doctor's appointment
- Who are required to absent themselves from work to personally care for a member of their immediate family in medical emergencies or sickness.
 - Immediate family shall be defined by employee's mother, father, mother-in-law, father-in-law, sister, brother, spouse, child, and grandparents of the employee.

H. Any member reporting sick on the day before, the day of, or the day after any Holiday as set out in Article VIII of the contract, will forgo their Holiday Pay compensation for that Holiday. This shall not apply to any member that provides documentation of their illness from their physician. The Chief may waive the physician's documentation requirement if in his view the sick day is warranted.

I. The Chief will determine whether a member is eligible for sick leave provided that the Chief will only exercise his authority to require medical documentation pertaining to the sick leave if he has a reasonable suspicion that the employee's

absence is not caused by personal illness that renders the employee unable to perform his duties. The Chief will not exercise his authority in an unreasonable fashion. This provision is subject to Side Letter 2, attached to this agreement.

7. Amend Article VII. Hours of Work and Overtime

M. For purposes of determining overtime obligations under the Fair Labor Standards Act (“FLSA”) the Department operates under a 28 day work period, meaning it is not obligated to pay overtime until a member has worked 212 hours in the 28 day period.

8. Amend Article IX-Vacations

Effective July 1, 2021

2. Subsequent Years:

Following the first full year of employment, members of the MPFA will accrue vacation time as follows:

1 year to 5 years	96 Hours
5 years to 10 years	144 Hours
10 years to 15 years	192 Hours
20 Years and Over	240 Hours

C. Vacation hours cannot be carried over from year to year except under unusual circumstances and with the approval of the Fire Chief. Any hours allowed to be carried over shall be used by September 30th of the following year.

In case of retirement, resignation, or termination of employment, the employee shall be paid for all accrued vacation prorated from January 1st to the last day of employment.

9. Article VIII. Holidays

C. In addition to holiday pay, the compensation for members who work any or all of the twenty-four hours beginning at 0800 hrs on Memorial Day, Independence Day, Thanksgiving Day, or Christmas Day will be 1.5 times their regular compensation for that shift. If a member is receiving overtime compensation for staffing the shift, they will not be eligible for additional holiday compensation.

10. Article XXIX. Educational Benefit Stipend

Effective July 1, 2021 all members who have or subsequently obtain a degree shall be provided with an Annual Educational Benefit Stipend as follows. This program shall recognize Associate, Bachelors, and Masters degrees in the concentrations of fire science, para-medicine, emergency management, and public administration.

Associates	\$2,000
Bachelor	\$4,000
Masters	\$6,000

- A. Degrees shall have been awarded by a College or University listed in the database of accredited postsecondary institutions and programs maintained by the US Department of Education at the time that the degree was awarded **and** must be approved by the Fire Chief and the Human Resources Director.
- B. Degrees shall be reviewed and evaluated in January with the Fire Chief and it shall be paid to members in the first pay period in July.
- C. Educational Benefit Stipends will not be included in the calculation of any other compensation, including the overtime rate.

11. Article XVI. Training.

Strike c-k and insert the following:

- C. Members of the bargaining unit hired before **July 1, 2017** who volunteer for the training under the terms of this article by submitting a written request to the Fire Chief on or before **October 15, 2021**. The Town will pay all tuition costs, fees and training materials related to the training and certification as required by the Commonwealth of Massachusetts and Medical Control. (“tuition costs”).
- D. The Fire Chief will review candidates and determine the order and schedule for members to participate in a training program approved by the Town.

- E. If the employee's regularly scheduled shift conflicts with classroom training, the Chief shall excuse the Paramedic candidate from those specific hours of the shift. A Paramedic candidate will be excused from all shifts for 24 hours preceding a scheduled Commonwealth of Massachusetts certification exam and/or practical examination. **Additionally, a Paramedic participating and completing their precepting ride time as a requirement of certification shall be compensated at their regular hourly rate unless the ride time results in a candidate working excess of 42 hours, at which time the candidate will receive compensation at 1.5 times their regularly hourly rate.**
- F. Members who undertake the training and earn certification as an EMT-P **no later than May 31, 2023** shall be eligible for a one time paramedic completion bonus of \$200 per bi-weekly pay check for 50 pay checks (\$10,000) beginning once the Department is providing licensed ALS services and provided the member meets the member's other obligations under this article.
- G. A member who requests an opportunity to obtain EMT-P certification and is provided with that opportunity by the Department, but then fails to obtain certification by **May 31, 2023** shall be required to reimburse the Town an amount not to exceed the total of the tuition costs, including under a reimbursement schedule of pay deductions determined by the Town and/or by withholding any amounts due the member upon separation of employment with the Town.
- H. A member who leaves the employment of the Town without providing at least 10 consecutive years of EMT-P service once the Department begins providing ALS services shall be required to reimburse the Town an amount not to exceed the total of the tuition costs, including on a reimbursement schedule of pay deductions determined by the Town and/or by withholding any amounts due the member upon separation of employment with the Town.
- I. Unless there are mitigating circumstances, as determined in the exclusive discretion of the Chief, a member will be given one opportunity to obtain the EMT-P certification at the with the Town paying tuition costs. This shall not preclude a member from trying to earn certification on his/her own.
- J. Members who earn certification as an EMT-P shall maintain that certification and provide Paramedic services as a condition of their continued employment with the Medfield Fire Department.

12. Article VII Hours of Work and Overtime

Article XVII – Acting Pay

An employee of the MPFA that has been officially designated by the Fire Chief or his designee to assume temporarily the full responsibilities of a company officer or higher, the member shall be paid according to Step 1 pay scale for the position the member is acting in. Any employee of the MPFA acting in a higher grade must be named on a current promotional list for the grade that the member is acting in. If there is an inability to staff the vacant position with a member on a current promotional list, the senior member on duty will assume temporarily the full responsibilities of the company officer as described in this article.

MEMORANDUM OF AGREEMENT SIGNATURE PAGE

**MEDFIELD PERMANENT
FIREFIGHTERS ASSOCIATION
LOCAL 4478, IAFF, AFL-CIO**

TOWN OF MEDFIELD

Dated:

Dated:

DRAFT 02/27/2021

TOWN OF MEDFIELD
WARRANT FOR THE ANNUAL TOWN MEETING
2021

Article	Issue	Submitted By:
1	Accept Annual Reports	Board of Selectmen
2	Perpetual Care	Cemetery Commissioners
3	Revolving Funds	Board of Selectmen
4	PEG Access and Cable Related Funds	Board of Selectmen
5	Elected Official Compensation	Board of Selectmen
6	Personnel Administration Plan	Board of Selectmen
7	Appropriate funds for FY21 School Budget Covid-19 Deficit	
8	Operating Budget	Board of Selectmen
9	Municipal Building Capital Stabilization Fund	Capital Budget Committee
10	Transfer MSBA Dale Street Reimbursement to Building Capital Stabilization Fund	Board of Selectmen
11	Creation and Appropriation of Capital Stabilization Fund	Capital Budget Committee
12	Capital Budget	Capital Budget Committee
13	Authorize Vehicle Lease Purchase	Capital Budget Committee
14	Water Treatment Plant Bond Authorization	Water and Sewer
15	Water/Sewer Enterprise Fund Operating Budgets	Water and Sewer/DPW
16	Medfield State Hospital Maintenance Appropriation	Board of Selectmen
17	Transfer of DOT Ride Sharing Funds	Board of Selectmen
18	Economic Vitality Fund	Board of Selectmen
19	Sewer Betterments Paid in Advance	Town Administrator
20	Authorize name change for Board of Selectmen	Board of Selectmen
	Personnel Plan Amendments (5)	Personnel Board/BOS
21	Disposition of Lot 1, Icehouse Road	Board of Selectmen
22	Landfill Lease for Solar	Board of Selectmen
23	Town Garage Lease for Solar	Board of Selectmen
24	Approval of Solar PILOT Agreements	
	Approval of Town Garage Solar PILOT	Board of Selectmen
25	Authorize the BOS to enter into Solar PPA	Board of Selectmen
	Approval of Kingsbury Club PILOT	Board of Selectmen
26	Hinkley South Property	Affordable Housing Trust
27	Hinkley North Property	Affordable Housing Trust
28	Community Choice Electricity Aggregation	Medfield Energy Committee
29	Climate Goals/Resolution	Medfield Energy Committee
30	Rezone Parcel on Janes Avenue BI to B	Planning Board
31	Table of Use Regulations: Adult only tobacco store	Planning Board
32	Food Trucks/Mobile Food Vendors	Planning Board
33	Table of Use Regulations Height and Bulk	Planning Board

DRAFT 02/27/2021

34	Table of Use Regulations Height and Bulk (sheds)	Planning Board
35	Solar Photovoltaic Facilities Overlay District	Planning Board
36	Authorize \$20,000 for Zoning Diagnostic	Planning Board
37	Creation of new Peak House Historic District	Historic District Commission
38	Recommendation for Dale Street School Site Selection Amendment with MSBA	Citizens Petition (Ganem)
39	Bylaw Committee for School Building Committee	Citizen Petition (Potts)
	Authorize lease of town property to Medfield Food Cupboard	
40	Update Stormwater Regulations Bylaw	Board of Selectmen
41	Appropriate funds for Affordable Housing Trust	Affordable Housing Trust
42	Adopt Scenic Road Designation for Elm, Plain, Farm, Nebo Streets and Millbrook Road	Planning Board, ConCom, Historical Commission
	Appropriation for Interim Design funds for Elementary School Project	BOS/Dale Street School Building Committee
43	Retroactive Collective Bargaining Agreement Police	Board of Selectmen
44	Retroactive Collective Bargaining Agreement Fire	Board of Selectmen
45	Appropriation for a Prior Year Bill	Board of Selectmen
	Free Cash	Board of Assessors

Medfield FY2022 Summary Sheet							
updated February 25, 2021	FY2018	FY2019	FY2020	FY2021	FY2022	Change	% Change
	Per Recap	Per Recap	Per Recap	Per Recap	Estimate		
Revenues							
Property Tax Levy	\$38,219,322	\$39,559,733	\$42,835,123	\$44,458,802	\$46,047,741	\$1,588,939	3.57%
2 1/2 Levy Increase	\$955,483	\$988,993	\$1,070,878	\$1,111,470	\$1,151,194	\$39,724	3.57%
New Growth	\$384,928	\$373,294	\$552,801	\$477,469	\$475,000	-\$2,469	-0.52%
Debt Exclusions	\$4,454,135	\$4,311,328	\$4,140,274	\$3,674,665	\$3,324,696	-\$349,969	-9.52%
Operational Overrides	\$0	\$1,913,103	\$0	\$0	\$0	\$0	#DIV/0!
Capital Overrides	\$0	\$300,000	\$0	\$0	\$0	\$0	#DIV/0!
Building Stabilization Fund Override		\$1,000,000	\$1,025,000	\$1,050,625	\$1,076,891	\$26,266	2.50%
Total Property Tax Levy	\$44,013,868	\$48,446,451	\$49,624,076	\$50,773,031	\$52,075,522	\$1,302,491	2.57%
State Aid	\$7,695,291	\$7,822,174	\$7,952,648	\$7,262,845	\$8,094,728	\$831,883	11.45%
Local Receipts	\$4,272,240	\$4,237,566	\$4,372,096	\$3,720,733	\$3,845,816	\$125,083	3.36%
Other Available General Funds	\$2,173,679	\$3,835,224	\$2,353,383	\$2,216,615	\$1,660,546	-\$556,069	-25.09%
Building Stabilization Fund Override (As an Available fund)			\$782,125	\$779,500	\$845,000	\$65,500	8.40%
Advanced Life Support (ALS) Revolving Fund	\$75,000	\$75,000	\$125,000	\$225,000	\$225,000	\$0	0.00%
All other Revolving Funds	\$283,500	\$355,000	\$375,000	\$375,000	\$375,000	\$0	0.00%
Other Use of Free Cash	\$200,000	\$225,000	\$300,000		\$992,500		
Enterprise Fund Offset	\$1,579,143	\$1,618,269	\$1,565,149	\$1,528,081	\$1,489,620	-\$38,461	-2.52%
Total Other Revenue	\$16,278,853	\$18,168,233	\$17,825,401	\$16,107,774	\$17,528,210	\$1,420,436	8.82%
Total Revenue	\$60,292,721	\$66,614,684	\$67,449,477	\$66,880,805	\$69,603,732	\$2,722,927	4.07%

updated February 25, 2021	FY2018	FY2019	FY2020	FY2021	FY2022	Change	% Change
	FY18 Town Meeting Approved	FY19 Town Meeting Approved	FY20 Town Meeting Approved	FY21 Town Meeting Approved	FY22 Request	Change	% Change
Expenses							
Workers Compensation Insurance	\$242,937	\$256,000	\$281,418	\$261,677	\$274,761	\$13,084	5.00%
Prop & Liability	\$150,000	\$179,065	\$149,182	\$201,098	\$211,153	\$10,055	5.00%
Fire & EMT Med/Disb	\$22,000	\$30,000	\$73,445	\$76,000	\$83,600	\$7,600	10.00%
Indemnification - Retired Police	\$8,000	\$8,000					
Total Insurance	\$422,937	\$473,065	\$504,045	\$538,775	\$569,514	\$30,739	5.71%
Unemployment Comp	\$30,000	\$50,000	\$45,300	\$105,894	\$211,788	\$105,894	100.00%
Life Insurance	\$11,275	\$12,499	\$12,499	\$13,124	\$13,124	\$0	0.00%
Health Insurance	\$4,058,153	\$4,428,172	\$4,497,220	\$4,497,220	\$4,200,000	-\$297,220	-6.61%
OPEB Appropriation	\$400,000	\$400,000	\$425,000	\$425,000	\$467,500	\$42,500	10.00%
Medicare/Fed Mandates	\$476,700	\$500,700	\$525,735	\$552,022	\$579,623	\$27,601	5.00%
County Retirement	\$2,354,129	\$2,578,193	\$2,826,048	\$3,026,978	\$3,162,435	\$135,457	4.47%
Total Town and School Employee Benefits	\$7,330,257	\$7,969,564	\$8,331,802	\$8,620,238	\$8,634,470	\$14,232	0.17%
Town Debt - Principal	\$4,902,352	\$4,864,753	\$4,802,954	\$4,340,273	\$3,971,722	-\$368,551	-8.49%
Town Debt - Interest	\$1,761,451	\$1,595,763	\$1,430,571	\$1,264,549	\$1,095,185	-\$169,364	-13.39%
Total Debt	\$6,663,803	\$6,460,516	\$6,233,525	\$5,604,822	\$5,066,907	-\$537,915	-9.60%
Stabilization Fund	\$200,000	\$200,000	\$221,419	\$0	\$200,000	\$200,000	#DIV/0!
Total to Stabilization	\$200,000	\$200,000	\$221,419	\$0	\$200,000	\$200,000	#DIV/0!

updated February 25, 2021	FY2018	FY2019	FY2020	FY2021	FY2022	Change	% Change
Selectmen	\$51,025	\$15,900	\$15,700	\$15,520	\$15,520	\$0	0.00%
Town Administrator	\$926,438	\$957,566	\$933,896	\$391,997	\$391,997	\$0	0.00%
Warrant Committee	\$300	\$300					
Town Accountant	\$213,453	\$241,677	\$236,041	\$236,139	\$236,579	\$440	0.19%
Assessors	\$116,557	\$113,406	\$127,942	\$220,670	\$220,770	\$100	0.05%
Treasurer/Tax Collector	\$179,235	\$183,156	\$185,529	\$285,973	\$285,623	-\$350	-0.12%
Town Counsel	\$111,038	\$112,335	\$114,793	\$114,794	\$114,794	\$0	0.00%
Human Resources	\$20,337	\$51,900	\$81,261	\$33,060	\$193,060	\$160,000	483.97%
Information Technology	\$165,646	\$276,981	\$214,442	\$213,994	\$214,044	\$50	0.02%
Town Clerk/Election Registm	\$104,209	\$101,537	\$97,974	\$120,538	\$109,619	-\$10,919	-9.06%
Conservation Comm.	\$42,343	\$43,371	\$44,076	\$44,621	\$44,621	\$0	0.00%
Planning Board	\$98,041	\$100,637	\$101,791	\$130,148	\$130,797	\$649	0.50%
Zoning Board of Appeals	\$5,000	\$5,000	\$4,850				
Publ Bldgs+Prop Maint	\$285,118	\$334,483	\$374,646	\$605,098	\$634,196	\$29,098	4.81%
Town Report/Meeting	\$9,300	\$10,000	\$15,000	\$15,000	\$15,000	\$0	0.00%
Pol Admin/Public Safety Bldg	\$138,997	\$130,679	\$134,150				
Police Operations	\$2,539,666	\$2,584,525	\$2,674,693	\$2,647,318	\$2,690,616	\$43,298	1.64%
Traffic Markings/Signs	\$68,324	\$68,324	\$65,024	\$65,024	\$65,024	\$0	0.00%
Fire & Rescue Administration	\$156,070	\$158,894	\$161,778				
Fire & Rescue Operations	\$876,582	\$1,177,107	\$1,287,906	\$1,409,997	\$1,469,386	\$59,389	4.21%
Inspection Dept	\$136,579	\$166,920	\$161,244	\$234,143	\$234,193	\$50	0.02%
Sealer	\$2,885	\$2,949	\$3,004	\$2,998	\$2,998	\$0	0.00%
Emergency Management				\$11,500	\$11,500	\$0	0.00%

updated February 25, 2021	FY2018	FY2019	FY2020	FY2021	FY2022	Change	% Change
Animal Control Officer	\$107,464	\$109,024	\$110,887	\$110,887	\$110,763	-\$124	-0.11%
Tree Care	\$66,722	\$68,175	\$68,637	\$67,140	\$67,140	\$0	0.00%
Highway	\$1,300,178	\$1,296,838	\$1,298,444	\$1,339,600	\$1,350,824	\$11,224	0.84%
Snow & Ice	\$293,432	\$293,432	\$293,433	\$293,434	\$293,435	\$1	0.00%
Street Lights	\$48,260	\$50,000	\$50,000	\$50,000	\$30,000	-\$20,000	-40.00%
Equip. Repair/Main.	\$291,039	\$346,058	\$343,373	\$456,013	\$442,823	-\$13,190	-2.89%
Sidewalks	\$30,000	\$35,000	\$35,000	\$35,000	\$35,000	\$0	0.00%
Public Works/Utilities	\$101,514	\$101,514	\$98,714				
Solid Waste Disposal	\$590,106	\$632,008	\$642,670	\$575,172	\$605,206	\$30,034	5.22%
Cemetery	\$184,614	\$190,314	\$199,274	\$188,379	\$197,015	\$8,636	4.58%
Board of Health	\$55,321	\$55,321	\$55,321	\$115,676	\$184,448	\$68,772	59.45%
Public Health	\$10,921	\$10,921	\$10,921				
Mental Health	\$7,988	\$7,988	\$7,988				
Council on Aging	\$235,286	\$236,878	\$252,878	\$238,269	\$241,435	\$3,166	1.33%
Veterans	\$63,110	\$56,996	\$60,024	\$56,048	\$56,048	\$0	0.00%
Outreach	\$150,959	\$154,991	\$134,008	\$175,270	\$175,320	\$50	0.03%
Library	\$726,856	\$747,661	\$760,552	\$751,531	\$756,251	\$4,720	0.63%
Park & Recreation	\$330,641	\$339,495	\$344,105	\$295,070	\$297,250	\$2,180	0.74%
Historical Commission	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$0	0.00%
Grave Markers/Flags	\$2,000	\$2,000					
Memorial Day/Veterans Day	\$2,020	\$1,800	\$1,800	\$1,800	\$1,800	\$0	0.00%
Arts/Cultural Council	\$4,600	\$4,600	\$5,000	\$5,800	\$5,800	\$0	0.00%
Reserve Fund	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$0	0.00%
Total Town Budgets	\$11,001,674	\$11,730,161	\$11,960,269	\$11,705,121	\$12,082,395	\$377,274	3.22%
Vocational School Assessment	\$160,285	\$181,279	\$170,296	\$245,678	\$155,240	-\$90,438	-36.81%
Schools	\$33,035,766	\$35,070,769	\$36,471,454	\$36,877,290	\$38,348,229	\$1,470,939	3.99%
Total School Budgets	\$33,196,051	\$35,252,048	\$36,641,750	\$37,122,968	\$38,503,469	\$1,380,501	3.72%
Total Town Meeting Appropriations	\$58,814,722	\$62,085,354	\$63,892,810	\$63,591,924	\$65,056,755	\$1,464,831	2.30%
Snow Deficit/Land Damages/Tax Title	\$69,869	\$122,665	\$65,894	\$0	\$100,000	\$100,000	#DIV/0!
Cherry Sheet Offsets	\$16,164	\$16,901	\$17,504	\$17,373	\$17,373	\$0	0.00%
Cherry Sheet Charges	\$875,522	\$858,574	\$850,098	\$842,313	\$906,624	\$64,311	7.64%
Overlay	\$203,838	\$223,481	\$188,579	\$198,486	\$200,000	\$1,514	0.76%
Total	\$1,165,393	\$1,221,621	\$1,122,075	\$1,058,172	\$1,223,997	\$165,825	15.67%
Total Operating Budget	\$59,980,115	\$63,306,975	\$65,014,885	\$64,650,096	\$66,280,752	\$1,630,656	2.52%

updated February 25, 2021	FY2018	FY2019	FY2020	FY2021	FY2022	Change	% Change
Monetary Articles							
New Capital Stabilization Fund	\$472,623	\$1,028,000	\$96,261	\$162,750	\$750,000	\$587,250	360.83%
Affordable Housing Trust Operations					\$16,000		
Planning Board Zoning Diagnostic					\$20,000		
Fiscal Year 2021 School Budget Deficit							
Transfer into Building Stabilization Fund	\$0	\$1,000,000	\$1,025,000	\$1,050,625	\$1,076,891	\$26,266	2.50%
Transfer out of Building Stabilization Fund		\$1,000,000	\$782,125	\$779,500	\$845,000	\$65,500	8.40%
Downtown Improvements	\$15,000	\$15,000	\$1,000	\$15,000	\$15,000	\$0	0.00%
Sewer Betterment Paid in Advance to Stabilization	\$158,287	\$106,235	\$85,000	\$106,895	\$61,893	-\$45,002	-42.10%
ALS Revolving Fund	\$75,000	\$75,000	\$125,000	\$225,000	\$225,000	\$0	0.00%
Revolving Funds	\$283,500	\$355,000	\$375,000	\$375,000	\$375,000	\$0	0.00%
Medfield State Hospital Maintenance and Operations				\$0	\$100,000	\$100,000	#DIV/0!
All Other Monetary Articles	\$368,271	\$660,885	\$419,720	\$291,935	\$210,121	-\$81,814	-28.02%
Total Monetary Articles	\$1,372,681	\$4,240,120	\$2,909,106	\$3,006,705	\$3,694,905	\$688,200	22.89%
Total Appropriations	\$61,352,796	\$67,547,095	\$67,923,991	\$67,656,801	\$69,975,657	\$2,318,856	3.43%
Total Revenues	\$60,292,721	\$66,614,684	\$67,449,477	\$66,880,805	\$69,603,732	\$2,722,927	4.07%
Total Expenditures	\$61,352,796	\$67,547,095	\$67,923,991	\$67,656,801	\$69,975,657	\$2,318,856	3.43%
General Fund Surplus/Deficit	-\$1,060,075	-\$932,411	-\$474,514	-\$775,996	-\$371,926	-\$404,071	
Deficit Financed from Free Cash	\$1,092,000	\$1,450,000	\$500,000	\$792,597	\$0		
Unexpended Tax Levy	\$31,925	\$517,589	\$25,486	\$16,601	-\$371,926		
Balanced Budget	\$31,925	\$517,589	\$25,486	\$16,601	-\$371,926		