



**REPORT ON THE WARRANT  
FOR THE  
ANNUAL TOWN MEETING**

**AMOS CLARK KINGSBURY HIGH SCHOOL  
CALVIN FISHER FIELD**

**Monday, May 17, 2021**

**5:00 PM**

**Prepared by  
BOARD OF SELECTMEN  
April 2021**

**PLEASE BRING THIS REPORT TO TOWN MEETING**

# **PLEASE NOTE**

Annual Town Meeting will be held **outside** at the  
**Medfield High School**  
**Calvin Fisher Field**

**MONDAY, MAY 17, 2021**  
**5:00 PM**

## **WEATHER**

**If the meeting must be called due to the weather it will be posted in  
the following locations by 2:00 PM on 5/17/21**

<b>Website</b>	<b>town.medfield.net</b>
<b>Twitter</b>	<b>@TownofMedfield</b>
<b>Facebook</b>	<b>@TownofMedfield</b>

If you would like to be notified via text please sign up for CivicReady notifications:  
**<https://www.town.medfield.net/1841/Alerts-Notifications>**

**RAIN DATE**  
**Tuesday, May 18, 2021**  
**5:00PM**

## TABLE OF CONTENTS

Guidelines for the Conduct of the 2021 Annual Town Meeting .....	1
Message from the Moderator .....	4
Prefatory Remarks by Chairman of the Warrant Committee.....	6
Review of Town Finances .....	8
Reserve Fund Transfers/Appropriation Transfers .....	17
Outstanding Principal by Category .....	18
Consent Calendar Regulations.....	19
Warrant for Annual Town Meeting 2021 .....	21
Index of Town Meeting Articles.....	76

## **Guidelines for the Conduct of the 2021 Annual Town Meeting**

The Medfield Town Charter (Sec. 2-1) provides: “Legislative authority of the town shall be vested in the town meeting open to all registered voters.”

The Town Meeting requires a quorum of two hundred and fifty (250) registered voters to commence. The Town Meeting shall begin when the Town Clerk acknowledges the quorum requirement is met and reads the return of service on the Warrant.

The subject matter of the meeting is limited to the Articles set forth in the Report on the Warrant for the Annual Town Meeting. The Warrant serves as Notice of the subject matter of the Town Meeting.

All non-voting visitors invited to the Town Meeting shall be seated in an area designated for visitors and all students who are not yet registered to vote, and are observing the Town Meeting, shall sit in an area reserved for students. At the start of the meeting a Motion shall be made by the Moderator to permit non-voting participants ‘to sit within’ the Town Meeting.

The Moderator will ask the Chairperson of the Warrant Committee to offer introductory remarks about the Warrant, the town’s budget, and current financial considerations. The Moderator will then ask our Town Administrator to make introductory remarks about the town’s fiscal condition and other considerations relevant to the meeting.

The order of the Articles will be as follows:

- (1) Articles on the Consent Calendar.
- (2) Articles pertaining to Personnel issues which by law must be addressed before consideration of the Operating Budget.
- (3) Articles identified by the Moderator addressing the ‘business’ of town government. These Articles are chosen by the Moderator because of their subject and nature and the need to provide expediency and clarity for the meeting.
- (4) Zoning and related Articles sponsored by the Planning Board.
- (5) Individual Articles and groupings of Articles, as determined by our customary lottery system. Certain groupings of Articles are subject to the Moderator’s determination of order, interdependency, and linkage.

The Moderator will recognize the Warrant Committee for the purpose of making the Main Motion on each Article, except in instances where the Warrant Committee is recommending dismissal and the sponsor of the Article does not agree. In such a case, the Moderator will recognize the sponsor of the article for the purpose of making a positive Main Motion. Immediately after the Main Motion, the Moderator will recognize a member of the Warrant Committee for the purpose of providing its report (positive or negative, majority or minority, as appropriate). The Moderator will then ask for any report required by law from a Town board or

agency. The proponents of the Main Motion will then be recognized. There will be no requirement of a 'second' from the floor on Main Motions.

As each article of the Warrant is presented, the discussion and the vote are not on the Article as printed in the Warrant, but rather on the Motion that is on the floor for consideration. There will be several Motions at the meeting that will not precisely track the Articles as printed in the Warrant Report.

To avoid confusion, the Moderator will allow only one Motion to Amend be pending on the floor at any one time.

Any voter wishing to speak to the Town Meeting should go to the designated microphone, and upon being recognized by the Moderator, should identify her or himself by name, street address, and town office (if any).

On certain Articles the Moderator may exercise the discretion of asking proponents of an Article and opponents of an Article to go to separate microphones. All speakers shall be recognized by the Moderator before providing their comments or views. It is requested that all participants speak to the community by generally addressing their comments and views 'through' the Moderator. The Moderator will enforce a discretionary time limit on speakers based upon his best judgment. The Moderator asks that speakers not be offended if requested to complete remarks within a limited and defined timeframe.

It will be the practice of the Moderator to take voice votes. If the Moderator is in doubt as to the outcome of the voice vote, the Moderator will ask for a show of hands. If the Moderator is still in doubt, a count by standing vote will be taken. Such a standing count shall be administered by the Deputy Moderator. Once the voting procedures commence, no further discussion will be allowed on the Motion until the Moderator declares the outcome of the vote.

If members of the Town Meeting doubt the ruling of the Moderator on a voice or hand vote, by state statute, any seven voters may demand that a standing vote be taken.

State statutes and Town Bylaws require that Motions of a certain subject matter be enacted by more than a majority vote. Certain Articles will require a supermajority and the Moderator will inform the Town Meeting of the need for a supermajority when the Article is introduced.

The Town Charter (Sec. 2-12) provides: "A vote of the town meeting shall be subject to only one motion for reconsideration and such motion shall require a two-thirds (2/3) vote. Action on any motion for reconsideration shall be postponed until the next session unless the current session has been declared to be the last. No motion for rescission shall be in order." The Moderator reserves the discretion to rule on the appropriateness of any reconsideration.

The Moderator has broad discretion in the administration of the Town Meeting. As such, the Town Charter (Sec. 2-4) requires that the Moderator shall stand for election each year. State statutes provide: "The moderator shall preside and regulate the proceedings, decide all questions of order, and make public declaration of all votes."

The Moderator shall rely on the following foundations for the exercise of his discretion: principles of fairness, prudence, and expedience; consideration of the best interests of the community; and past precedent in the administration of the Town Meeting.

All cell phones, portable devices, and pagers should be turned to 'off' or 'silent' throughout the Town Meeting.

The Moderator hope all participants appreciate their role as a member of Medfield's legislative body and enjoy being vital to the very delicate art of democratic self-government.

## MESSAGE FROM THE MODERATOR

To my friends and neighbors in the Medfield community:

After a long and challenging year, spring has blossomed in Medfield. Consequently, it is once again my great honor and pleasure to invite you to attend our Annual Town Meeting to be held outside on **Monday evening, May 17, 2021 at 5:00 PM on the Calvin Fisher Field at Medfield High School.**

Nearly a year ago, on June 27, 2020, we gathered for a Town Meeting unlike any other. The meeting was held outside on a Saturday morning with a 'limited purpose' agenda restricted to the essential financial and operational business of the town. We also had our quorum requirement reduced by state statute. As we adjourned the meeting, I expressed my hope that in 2021 we would be back in the high school gymnasium on the first Monday in May carrying on our town legislative function in the traditional manner.

Unfortunately, many of the unprecedented challenges of 2020 remain a part of our daily lives as we prepare for our upcoming 2021 Annual Town Meeting. The conditions require that we gather outside once again on the high school 'turf' field. However, this year we have a full and robust agenda of articles addressing a broad range of important Town matters including operating and capital budgets, planning and zoning, water treatment, citizens' petitions, energy and solar, and town administrative business. Additionally, our quorum requirement returns to the customary 250 registered voters.

I strongly encourage all voters to come to our Annual Town Meeting. Medfield has an exceptionally proud tradition of participatory self-government. We are the legislative branch of our government. Our collective determination sets the course for Medfield's future. Our votes and resolutions on May 17 become our budgets, laws, and regulations. Please join us. We live in a great community. We have repeatedly demonstrated our commitment to high quality education, excellent municipal services, unparalleled open space, safe streets and homes, the well-being of the young and the old, neighborhood engagement, recreational opportunity, and vibrant local commerce. Continuing to advance and balance these shared values requires the steadfast continuation of our commitment.

As for procedures, the laws of the Commonwealth provide: "The Moderator shall preside and regulate the proceedings, decide all questions of order, and make public declaration of all votes." At the beginning of our meeting on the 17th, I will describe the guidelines for our dialogue and deliberations. My guidance will come from the traditional blend of fairness, prudence, expedience, respectful communication, and consideration of the best interests of the community.

Please carefully review the *Report of the Warrant* and bring it with you to the meeting. The *Report* provides an excellent overview of Town finances and the full text of articles under consideration. I look forward to seeing you on Monday evening, May 17.

Respectfully submitted,

Scott F. McDermott  
Town Moderator



## **PREFATORY REMARKS OF THE WARRANT COMMITTEE CHAIRWOMAN**

As we all gather for our second pandemic Town Meeting, I feel like we are all caught in the song lyric “what a long strange trip it’s been.” Even a year and a half ago, I don’t think any of us could have predicted what 2020 and now 2021 has brought to each of our lives for better or worse.

We entered this fiscal year all expecting the worst. The budgets were tightened and all members of the Town, employees and citizens alike, braced for the great unknown. I’m happy to report that I truly believe that we have emerged from this fiscal year stronger in more ways than one. One of the true benefits of facing the unknown is how it can bring everyone together. It’s not always perfect and there are certainly moments where the worst of times can bring out the worst in people due to their stresses in life. However, when we all can take a deep breathe and a step back it allows us to see the bigger picture and work toward the greater good.

The budget cycle was truly like no other. The Warrant Committee has become a year round job. When I was recruited to this committee six years ago it was with the promise of meetings starting in January and ending in March. Well, I should have gotten that in writing! This committee, supported tirelessly by Kristine Trierweiler and Nicholas Milano, has met 26 times between the last Town Meeting and this one which is more than double what it was six years ago.

Over the past year we have discussed and struggled with many questions the vast majority of which are before you in the form of warrant articles. But, what I want us all to understand is that there is so much more than what you are seeing in this book or hearing on the floor of Town Meeting. As they say, Rome was not built in a day, and what happens at Town Meeting is only the tip of the iceberg. What you will not read in the articles or see up for vote is really what we all need to be applauding. Our Town employees got us here today financially stronger as a Town and came together as the most cohesive team yet led by the shining examples that Kristine Trierweiler and Jeffrey Marsden have set.

Before you this year, is a balanced budget which makes significant improvements to our Town without sacrificing any jobs or programs. Instead it institutes a capital stabilization fund to mirror the one we as a Town set up a few years ago for our municipal buildings. For the first time in years, we are recommending funding capital projects of over \$2M without the need of an override. There are desperately needed new employees like a public health nurse and a shared adjustment counselor for the schools. In addition, we are recommending not only meeting our fiscal policies but exceeding them. It also reinstitutes increases for employees that sacrificed

them last year and awards COVID-19 stipends for our tireless front line workers. This budget is something that all department heads took part in and should be proud of.

Another key article for discussion is the building of a new Water Treatment Plant. Although this is not something that is specifically part of the tax levy but rather paid for through the water rates, it's important for all of us to understand the need for this and how it will be funded. It is a large project for this Town and something we all need to understand.

Other articles address environmental issues from climate change to solar energy. Some are resolutions, some are zoning changes and some grant permission to the selectman to put leases in place to not only harness solar power but to hopefully generate some much needed non-property tax income.

There are also articles before you in regards to affordable senior housing, zoning changes, scenic roads and more. Each article deserves your attention and your educated vote. A tremendous amount of time and effort by your fellow citizens and Town employees went into each and every one of the articles presented here. One large benefit of changing our municipal meetings to the land of Zoom is that you have unprecedented ability to attend and re-watch meetings from your own home. I know that so many of us here have attended more meetings this year than ever before, simply because we can do them from our couch. Just speaking of our committee alone, we have had devoted attendees each week in a way we never had before. I know that other committees have noted the same phenomenon. I believe this is definitely one major positive change that I hope continues even after meetings go back to being in person.

As we enter the next fiscal year, I look forward to building on the teamwork and positive steps forward we have made as a Town as we emerge from the pandemic. I congratulate all of you for taking part in this important democratic process and bringing your informed opinions to this year's Town Meeting.

Respectfully submitted,

Sharon Kingsley Tatro

## **REVIEW OF TOWN FINANCES**

We are preparing for our second outdoor and socially distanced Annual Town Meeting in the thirteenth month of the COVID-19 pandemic. Just over a year ago we closed our municipal buildings to the public, we learned to Zoom, and our Town and school departments faced the challenge of providing services during a pandemic. In that year, we developed curbside pick-up at the library, telephone bingo and online exercise for our seniors. We were one of the few towns to hold a summer camp and open our swim pond. The Medfield High School Class of 2020 was feted with a rolling graduation rally. Our students may have started back to school in a hybrid or remote format, but after the School Committee launched a nationally recognized pooled testing program, our students are now back in our school buildings full time. By the time you receive this report all of our municipal buildings will once again be open to our residents.

We also managed to hold our Annual Town Meeting, conduct two Town elections, a state primary, and a Presidential election. Our Town boards and committees kept meeting and providing access to citizens to participate through Zoom. Participation in our democratic institutions remained strong throughout the year.

The Board of Selectmen would like to take this opportunity to thank all of the Town of Medfield employees. In particular, we recognize those who remained on the front line for us in public safety, those that kept the DPW running and the Transfer Station open, those that made sure inspections still took place, during the earliest months of the pandemic when we knew much less about the risks of this virus. The budget presented to this Town Meeting includes an additional payment to these workers in recognition of what they did between March and June of last year. We thank all of those that worked throughout the pandemic making sure the Town of Medfield continued to provide services to our residents.

The Board of Selectmen would also like to specifically recognize the service our Town's Board of Health has provided over the past year. In the face of an unprecedented health threat to our community, the Board of Health has consistently provided a steady, competent voice to guide our Town in its evolving response to the COVID-19 threat. While none of us ever anticipated being faced with a health challenge like COVID-19 at the start of 2020, and wherever anyone came down on any specific issue or decision, we are grateful that we had a Board of Health that was both willing and able to step up and meet that challenge. And the efforts of the Board of Health, or town administration in general to address the pandemic, would have come to naught without the cooperation and personal responsibility shown by our residents and, in particular, our young people.

We also recognize the extraordinary challenge this pandemic presented for the education of our Town's children. Our families, parents, teachers, school administrators, school nurses, and support staff were thrown into a situation for which there was no roadmap and no precedent within living

memory. The School Committee and Superintendent were asked for answers to questions none of us knew to pose before March 2020. Wherever anyone came down on any specific issue or decision, we commend the efforts of teachers, school nurses, support staff, administrators, and the School Committee, and our parents and families, who did their level best in a time of trial to maintain our Town's longstanding commitment to the education of young people. We are grateful for all of those efforts.

We should be proud of the cooperation between boards, committees, employees, and residents throughout the year. We are lucky to have a strong sense of community to help guide and support each other through a difficult year.

### **Budget Overview**

The Town and School departments have worked closely with the Warrant Committee and the Board of Selectmen to present a balanced budget for FY2022, which runs from July 1, 2021 to June 30, 2022. The budget maintains the current level of services but also makes several important investments.

We are pleased to report that the FY2022 Budget includes funding for a full-time public health nurse, as recommended by the Town Administrator, Superintendent of Schools, and the Board of Health. This new position will expand our abilities to provide public health services while the COVID-19 pandemic persists and enable the Town to deliver a higher level of public health services to residents. The FY2022 Budget contains funding for an energy manager consultant to assist our Facilities Director in securing grants and reducing the Town's energy costs. We fully anticipate that the money we spend to hire this consultant will come back to us several times over with the grant money we should be able to secure.

The FY2022 Medfield Public School Budget assumes that school will return fully in person in the Fall of 2021. The School budget invests in our students, school leaders, teachers, and support staff to continue providing a high level of education. It maintains current staff and programs, creates a new Adjustment Counselor at the Blake Middle School, and funds a new strategic plan process.

The FY2022 Budget also meets the Town's Financial Policies which were adopted by the Board of Selectmen in 2018. The Financial Policies were developed to ensure that the Town prepares its budget responsibly and focuses on ensuring Medfield's long-term financial stability. Meeting the policies means building up our reserves with transfers into the stabilization fund, funding our OPEB liabilities, developing a five-year capital improvement plan, and reducing our reliance on free cash to balance the budget.

Adhering to our financial policies is important for three key reasons:

- First, we want to build up our reserves and stabilization fund so that we can utilize those funds during economic downturns. While other towns turned to their stabilization funds in FY2021 to stave off budget cuts, we had to make cuts to balance the FY2021 budget.

- Second, as we prepare to issue debt for the Water Treatment Plant project and some capital expenses in the spring 2021 and anticipate potential approval of a new school project later this year, we need to maintain our reserves to ensure that we secure advantageous interest rates. A higher interest rate on these projects will increase the tax burden on our residents and businesses.
- Third, adherence to the policies recognizes that decisions we make today can impose financial costs on future generations. Our OPEB liability, for example, arises from the fact that, in the past, the Town made promises to its employees to fund health insurance after their retirement, but did not set aside funds to pay those health insurance premiums when they came due. As much as possible, we should ensure that any such costs are properly identified and funded without leaving a bill for future residents of the Town.

Due to the COVID-19 pandemic the Board of Selectmen decided to relax some of our financial policies for the FY2021 budget. In order to present a balanced budget at the FY2021 Town Meeting, we reduced operating budget requests, did not transfer any funds into stabilization or fund our 10% increase in the OPEB obligation (we kept our OPEB contribution for FY2021 at the same level as the Town's contribution in FY2020). The Town's operating budget was cut by 4%, returning it to lower than the level it was at in FY2019. The school department budget increased only 1.1% from FY2020, which was less than requested. The goal of FY2021 was to balance the budget while preserving key services and avoiding any irreversible decisions in the uncertain early days of the pandemic. When we began the FY2022 budget planning process, the central goal was to maintain services while adhering to the financial policies.

The Warrant Committee has recommended utilizing \$214,393 in free cash to close the gap in the budget which represents a significant decrease from what has been used in prior years. The Board of Selectmen will further investigate the use of the American Rescue Plan Act funding in lieu of free cash to balance the budget and we hope to have guidance from the Treasury Department prior to the Annual Town Meeting.

Looking ahead to FY2023 and beyond, our main challenge remains: the cost of providing the same services is outpacing the growth in our revenues. While we have made progress, we continue to face the same budgetary constraints each year. Additional state and federal money this year will provide some relief, but we believe it should be used to address some of these structural issues and help set the Town up going forward with the costs of providing services that match our projected revenues. The Town will need to carefully consider operating budgets each year as we move forward and set clear budget goals at the beginning of each budget planning process.

### **Revenues/Expenditures/Operating Budgets**

As always, the FY2022 budget relies on estimates and projections for local receipts, state, and other sources of revenue in the Town. The Board of Selectmen continues to recognize that the

main source of revenue to our operating budgets is property taxes. We have asked the Town Administrator to continue to identify alternative sources of revenue to the Town. There are several articles on the warrant this year including the opportunity for the Board of Selectmen to lease the former landfill and the Town Garage for solar array facilities to help provide additional revenue or offset operating budgets.

The budget adopted by Town Meeting is dependent on the revenue estimates that we generate. We continue to be conservative in our estimates of revenue. The FY2022 budget uses estimated state aid numbers provided by the Governor's budget that was released in January. The revenue from local receipts which include motor vehicle excise taxes, meals taxes, and building permit fees are largely dependent upon the continued reopening of our local economy.

Likewise, we have been conservative in formulating our operating budgets for both the Town and School departments. The goal as we prepared our Town operating budgets was to begin to provide pre-COVID level of service, including the reopening of all of our municipal buildings, while trying to limit any new programs or services. The increase in the Town budget is 4.18% and reflects the incorporation of funding for the maintenance of Medfield State Hospital, that was previously handled through stand alone warrant articles, while the potential redevelopment is still under consideration, a new full time public health nurse, the restoration of a cost of living and merit increase for non-union Town Employees, and new collective bargaining agreements with both the Police and Fire Department Unions.

The School department budget increase is 3.99% and includes funding for a new adjustment counselor at the middle school, collective bargaining agreements, new transportation contracts and funds a new strategic plan set to begin in spring 2022. The salaries and benefits for both Town and School employees continue to be the largest driver of our operating budgets and therefore, represent an important component of our budget to be considered when working to address our ongoing structural budget deficit.

We reached a balanced budget due to a few key factors, including an increase to state aid, increased revenue projections due to the improving economy, and limited new spending by Town and School departments. Other factors include, a one-time full month premium holiday from our health insurance provider, MIIA Health Trust. This credit allowed us to reduce our health insurance budget line item by nearly \$300,000. Unfortunately, this credit will need to be reabsorbed into the FY2023 Budget. Lastly, the budget is balanced due to the use of \$214,393 in Free Cash.

### **Federal Stimulus/COVID 19 Update**

The Town received Coronavirus Aid, Relief, and Securities Act (CARES) funding in March 2020 which provided \$1.1 million of funding which allowed the Town and Schools to purchase PPE, provide for remote work functionality including hardware and software, improved building

ventilation systems, provided additional remote learning staff, and increased public health contact tracing. These federal stimulus funds were valuable in funding the COVID-19 related expenses that we were not able to anticipate and were not budgeted in the FY2021 Town Meeting approved budgets. With our conservative approach to managing costs, reductions in expenses due to the closure of some buildings, it was not necessary to hold a Special Town Meeting for any COVID-19 related overages to our FY2021 operating budgets.

In addition to CARES funding, the Town has received Federal Emergency Management Agency (FEMA) Funds, and Elementary and Secondary School Emergency Relief (ESSER) funds. In January 2021, President Biden issued an Executive Order to increase FEMA reimbursement rate for eligible costs from 75% to 100%; his executive order also expanded the types of expenses that were eligible for FEMA reimbursement. The Municipal CARES funding has been allocated to both school and town expenses. The Accounting Department is carefully tracking each departmental budget and has utilized CARES and FEMA funding to cover any expenses related to COVID-19 throughout the FY2021 budget cycle and into FY2022 as guidance allows.

The following table outlines the Federal Stimulus money that has been received and utilized by the Town to date to cover COVID-19 costs in the FY2021 budget:

<b>COVID Funding</b>	<b>Amount</b>
CARES Act for Town and Schools	\$1,137,716
CARES Act Education Aid	\$565,425
ESSER Grants for Schools	\$196,255
Potential FEMA Reimbursements	\$87,041.44
<b>Total</b>	<b>1,986,437</b>

In March of 2021 the American Rescue Plan Act (ARPA) was passed and the Town is estimated to receive an additional \$1.2 million in stimulus funds as well as the potential for additional ARPA funding through Norfolk County. Early guidance around the allowed use of these funds indicates that they can be applied to Town operating budgets, infrastructure projects, and economic development. The School Department is estimated to receive an additional \$373,386 in ARPA funding. While we await the final guidance from the Treasury Department on how the municipal allocation can be expended, we have made initial decisions to fund items in the Board of Health budget, the capital budget, and to offset the deficit in lieu of Free Cash. These additional relief funds are intended to be used over two fiscal years, so our planning around these funds takes that into account.

## **Capital Budget**

For the last two years the Capital Budget Committee (CBC) has made the difficult decision to not fully fund the capital budget. In FY2020 the decision was made to cut the capital budget, while we worked to formalize the capital budget process with the adoption of a five-year Capital Improvement Plan (CIP) as laid out in our financial policies. At the time, CBC stated that while it was not sustainable to eliminate capital funding entirely, they looked forward to the creation of the five-year CIP and identification of a funding mechanism in FY2021. Unfortunately, the COVID-19 pandemic and the uncertainty in our revenues for FY2021 caused the CBC, Warrant Committee and Board of Selectmen to recommend only urgent capital items be funded. The FY2021 Capital Budget included the lease purchase of a fire truck and three police vehicles, life safety equipment for public safety, and state mandated dam work.

At the onset of the FY2022 budget planning process the Board of Selectmen identified the Capital Budget as a priority. Two years of limited investment in our capital assets and a historical underfunding of the capital budget will only increase the Town and School capital needs in future years and likely force emergency expenditures and/or expensive repairs to outdated equipment.

The Capital Budget Committee began meeting in the fall to continue to evaluate revenues and seek a dedicated, long term funding source for the capital plan as was discussed during the FY2021 budget cycle. Historically the Town has underfunded its capital by reallocating dollars for capital to operating budgets to avoid budget cuts and operating overrides. As a result, the Capital Improvement Plan has identified a number of unfunded capital liabilities. We cannot continue to defer these necessary expenditures. We can either fund this equipment or eliminate the services which utilize them.

In order to properly prioritize the capital budget, the CBC recommended to the Board of Selectmen that the Town Meeting vote to establish a special purpose stabilization fund. This Capital Stabilization Fund can only be used to fund capital projects, debt service related to capital projects, including equipment, vehicles, repairs to equipment and vehicles, public works improvements, and other non-municipal building and non-school building capital projects. The new Capital Stabilization Fund will not be funded by an override for funding in the first year as was the case for the Municipal Buildings Stabilization Fund. The CBC has recommended that \$751,000 of Free Cash be used in the first year of the fund.

There were numerous capital requests from departments in FY2022 because of the lack of capital funding in recent years. Due to this backlog of deferred investments, the CBC is also recommending that the Board of Selectmen utilize federal stimulus dollars for capital projects. The FY2022 Capital Budget funds replacement vehicles and equipment for Police, Fire, DPW, and Information Technology for both Town and Schools.



The CBC will begin meeting again in the coming months to recommend further funding sources for this fund, as well as begin work on revising the 5-year CIP, and the FY2023 Capital Budget.

### **Free Cash**

In December 2020, the Department of Revenue's Division of Local Services ("DLS") certified the Town of Medfield's Free Cash balance of \$3,357,125. This Town's current Free Cash balance is driven by three factors: reduced use of Free Cash to subsidize the operating budget in Fiscal Years 2020 and 2021, a spending freeze that was implemented in March 2020 due to the COVID-19 pandemic, and two budget accounts that were significantly underspent in Fiscal Year 2020.

From FY2014 through FY2019, the Town used considerable amounts of Free Cash, averaging \$1.4 million per year, most of which was used to subsidize the operating budget. In FY2020 and FY2021, the Town reduced its use of Free Cash to \$800,000 and \$792,597 to meet the Town's newly implemented Financial Policies.

The Commonwealth's Division of Local Services (part of the Department of Revenue) recommends that Free Cash only be used for one-time, nonrecurring expenses. DLS further recommends that if Free Cash is used to subsidize the operating budget, the Town should set a limit on how much would be used. The Town's Financial Policies require that the Town budget at least 2.5% of its operating budget in Free Cash.

Each year, unexpended funds in budget accounts close out to Free Cash. In recent years, the total turnback to Free Cash averaged \$775,000. At the close of FY2020, Town budgets turned back approximately \$2 million and the school budget turned back nearly \$170,000. The spending freeze implemented on Town budgets in March 2020 helped generate these high turnback amounts as nondiscretionary spending ended and open positions went unfilled.

The Board of Selectmen recognize that the certified Free Cash amount available for the FY2022 is not typical for Medfield and is attributable, in part, to the COVID-19 pandemic and staffing. Typically, the Board of Selectmen recommend an annual transfer from Free Cash to Stabilization of \$200,000 but recognizing that there was no transfer for FY2021, we recommend \$700,000 be transferred this year. This transfer to Stabilization will assist us in building reserves to plan for future economic downturns, as well as to preserve the Town's current strong bond rating which enables us to fund major capital projects with debt obtained at attractive interest rates

The Board of Selectmen in consultation with the Warrant Committee, recommends the following Free Cash Usage in FY2022, which still allows the Town to meet our Financial Policies and maintain 2.5 percent of the operating budget in free cash.

### ***Recommended Free Cash Usage for FY2022***

Transfer from Free Cash to Stabilization	\$700,000
10% increase for OPEB funding	\$42,500
Creation of Capital Stabilization Fund	\$751,000
Free Cash to balance the operating budget*	\$214,393
<b>Total</b>	<b>\$1,707,893</b>

\*as voted by the Warrant Committee, BOS will investigate use of ARPA funding as alternative

### **Looking forward**

The Board of Selectmen and the Town Administrator continue to seek additional sources of revenue for the Town beyond property taxes. We recognize the need to continually evaluate and balance budget priorities with our financial resources. The priority is important from both a financial standpoint, and from the standpoint of ensuring our Town continues to be attractive and affordable for a diverse population. Adhering to our financial policies while practicing fiscal restraint is the best solution for our long-term stability. We believe that the FY2022 budget carefully balances the demands we face: providing and investing in the services we provide and improving our long-term financial stability.

We thank you for your patience as we once again meet outside. We will be limited in the opportunities for visual presentations so we encourage you to visit the 2021 Annual Town Meeting website: <https://www.town.medfield.net/1937/2021-Annual-Town-Meeting> which will be updated with additional information and presentation materials prior to Town Meeting and is a supplement to this Warrant Report.

We would like to thank the Warrant Committee, the School Committee, Superintendent of Schools Dr. Jeffrey Marsden, Schools Director of Business and Operations Michael LaFrancesca, Town Administrator Kristine Trierweiler, Assistant Town Administrator Nicholas Milano, their respective staffs and department heads who have worked tirelessly, mostly on Zoom, over the past year on behalf of our community and in preparation for this Annual Town Meeting.

### **Board of Selectmen**

Michael T. Marcucci, Chair

Gustave H. Murby, Clerk

Osler L. Peterson, Third Member

**Table 1. FY2020 to FY2022 Revenues and Expenditures Summary**

<b>Revenues</b>	<b>Fiscal Year 2020 per Recap</b>	<b>Fiscal Year 2021 per Recap</b>	<b>Fiscal Year 2022 Estimated</b>
Property Tax Levy	\$ 42,835,123	\$ 44,458,802	\$ 46,047,741
2 1/2 Levy Increase	1,070,878	1,111,470	1,151,194
New Growth	552,801	477,469	475,000
Debt Exclusions	4,140,274	3,674,665	3,324,696
Override for Municipal Building Stabilization Fund	1,025,000	1,050,625	1,076,891
<b>Total Property Tax Levy</b>	<b>49,624,076</b>	<b>50,773,031</b>	<b>52,075,522</b>
State Aid	7,952,648	7,262,845	8,094,728
Local Receipts	4,372,096	3,720,733	3,845,815
Other Available General Funds	2,353,383	2,216,615	2,788,971
From Municipal Building Stabilization Fund	782,125	779,500	1,090,500
Revolving Funds	500,000	600,000	795,000
Free Cash to Capital Stabilization Fund			751,000
Free Cash to OPEB Trust	100,000		42,500
Free Cash to General Stabilization Fund	200,000		700,000
Enterprise Fund Allocated Expenses	1,565,149	1,528,081	2,516,105
<b>Total Revenue</b>	<b>67,449,477</b>	<b>66,880,805</b>	<b>72,700,141</b>
<b>Expenses</b>	<b>Fiscal Year 2020 Approved</b>	<b>Fiscal Year 2021 Approved</b>	<b>Fiscal Year 2022 Recommendation</b>
<b>Appropriations</b>			
Insurance and School/Town Employee Benefits	8,835,847	9,159,013	9,153,984
Debt Payments	6,233,525	5,604,822	6,238,001
Town Departmental Budgets	11,960,269	11,705,121	12,194,253
Tri-County RVT High School Budget	170,296	245,678	155,240
Medfield Public Schools Budget	36,471,454	36,877,290	38,348,229
Town Meeting Articles/Capital Budget	2,909,106	3,006,705	4,950,830
Transfer to General Stabilization	221,419	-	700,000
<b>Total Town Meeting Appropriations</b>	<b>66,801,916</b>	<b>66,598,629</b>	<b>71,740,537</b>
<b>Expenditures Not Requiring Appropriation</b>	<b>Fiscal Year 2020 Approved</b>	<b>Fiscal Year 2021 Approved</b>	<b>Fiscal Year 2022 Recommendation</b>
Snow Deficit/Land Damages/Tax Title	65,894	-	50,000
Cherry Sheet Offsets	17,504	17,504	17,373
Cherry Sheet Charges	850,098	843,199	906,624
Overlay	188,579	200,000	200,000
<b>Total</b>	<b>1,122,075</b>	<b>1,058,172</b>	<b>1,173,997</b>
<b>Total Operating Budget</b>	<b>\$ 67,923,991</b>	<b>\$ 67,656,801</b>	<b>\$ 72,914,534</b>
<b>Total Revenues All Sources</b>	<b>\$ 67,449,477</b>	<b>\$ 66,880,805</b>	<b>\$ 72,700,141</b>
<b>General Fund Surplus/Deficit</b>	<b>(474,514)</b>	<b>(775,996)</b>	<b>(214,393)</b>
<b>Deficit Financed From Free Cash</b>	<b>500,000</b>	<b>792,597</b>	<b>214,393</b>
<b>Unexpended Tax Levy</b>	<b>25,486</b>	<b>16,601</b>	<b>-</b>

**TOWN OF MEDFIELD  
RESERVE FUND TRANSFERS  
MGL Ch40 Sec 6 - To provide for extraordinary & unforeseen expenditures  
FISCAL YEAR 2020**

**01-997-2-573000 APPROPRIATED FY 2020**

**150,000.00**

<b>DEPARTMENT</b>	<b>REASON</b>	<b>TRANSFER AMT</b>
01-751-2-576100 Treasurer	Town Debt Interest-short due to rounding	1.93
01-145-2-521904 Treasurer	Bond Counsel costs	8,183.88
01-916-2-570400 Treasurer	Medicare Insurance-employer's share	11,195.50
01-195-2-522500 Town Administrator	Town Report-Town meeting printing expenses	4,000.00
<b>TRANSFERRED FY2020</b>		<b>23,381.31</b>

**TOWN OF MEDFIELD  
Section 77of the Acts of 2006  
amends M.G.L. Chapter 44 section 33B  
FISCAL YEAR 2020**

<b>ORG TRF FROM</b>	<b>TRANSFERRED TO</b>	<b>REASON</b>	<b>TRANSFER AMT</b>
01-220-7-1-510100	01-220-6-1-510100	Emergency Management Director Stipend	4,000.00
01-491-1-510100	01-491-2-522030	Cemetery contract services	8,000.00
01-433-2-520300	01-433-1-510100	Transfer Stn extra hours due to Covid 19 pandemic	6,000.00
<b>TOTAL APPROPRIATION TRANSFERS</b>			<b>18,000.00</b>

**TOWN OF MEDFIELD OUTSTANDING PRINCIPAL BY CATEGORY**

<b>Principal Outstanding</b>	<b>as of:</b>	<b>School</b>	<b>Sewer Non-Ent</b>	<b>Sewer Enterprise</b>	<b>Water Enterprise</b>	<b>Solid Waste</b>	<b>Town Buildings</b>	<b>Town Other</b>	<b>State Hospital Purchase</b>
\$7,450,000.00	06/30/94								
\$11,810,000.00	06/30/95								
\$10,800,000.00	06/30/96								
\$19,725,000.00	06/30/97								
\$18,315,000.00	06/30/98								
\$19,430,000.00	06/30/99								
\$27,329,811.00	06/30/00								
\$34,852,935.00	06/30/01	10,545,000	13,204,257	-	1,585,000	660,000	3,475,000	5,383,678	
\$46,737,981.00	06/30/02	19,760,000	13,913,443	2,300,000	2,280,000	625,000	3,255,000	4,604,538	
\$67,052,736.00	06/30/03	42,394,160	12,877,344	2,185,000	2,135,000	590,000	3,035,000	3,836,232	
\$62,612,309.00	06/30/04	40,204,490	11,851,063	2,070,000	1,990,000	555,000	2,815,000	3,126,756	
\$58,360,171.00	06/30/05	37,634,830	10,839,847	1,955,000	1,845,000	520,000	2,595,000	2,970,494	
\$54,775,223.00	06/30/06	35,089,200	10,295,309	1,840,000	1,926,460	511,400	2,501,300	2,611,554	
\$54,814,975.00	06/30/07	32,621,200	9,477,471	1,725,000	1,758,896	472,400	5,314,500	3,445,508	
\$50,354,905.00	06/30/08	30,072,500	8,656,261	1,610,000	1,438,100	427,500	4,870,400	3,280,144	
\$46,928,929.00	06/30/09	27,533,700	7,839,915	2,504,030	1,286,600	377,900	4,434,300	2,952,484	
\$44,639,111.00	06/30/10	25,100,000	7,140,755	2,344,232	1,664,004	323,700	4,002,000	4,064,420	
\$40,295,711.00	06/30/11	22,681,700	6,453,029	2,187,096	1,469,640	270,200	3,568,100	3,665,946	
\$35,726,508.00	06/30/12	20,020,300	5,510,467	2,334,609	1,238,560	207,300	3,147,600	3,267,672	
\$32,396,579.00	06/30/13	16,761,600	4,846,027	2,580,254	2,445,600	155,500	2,720,100	2,887,498	
\$37,822,534.00	06/30/14	14,704,600	4,182,677	2,359,333	2,160,300	104,500	11,801,400	2,509,724	
\$43,596,019.00	06/30/15	12,682,900	3,521,513	2,142,156	7,713,900	54,300	11,011,400	3,524,850	2,945,000
\$56,457,403.00	06/30/16	12,421,500	2,867,805	2,468,698	7,143,100	-	25,775,000	3,146,300	2,635,000
\$51,301,570.00	06/30/17	10,685,500	2,166,300	1,981,131	6,682,300	-	24,410,000	3,051,339	2,325,000
\$46,089,218.00	06/30/18	8,869,900	1,555,600	1,756,629	6,221,500	-	23,035,000	2,635,589	2,015,000
\$40,914,465.00	06/30/19	7,079,700	961,000	1,530,765	5,760,700	-	21,655,000	2,222,300	1,705,000
\$35,801,511.00	06/30/20	5,320,000	366,000	1,308,511	5,299,900	-	20,265,000	1,847,100	1,395,000
\$31,151,238.00	06/30/21	3,610,000	70,900	1,084,838	4,840,000	-	18,865,000	1,595,500	1,085,000

## **REGULATIONS FOR CONSENT CALENDAR**

### **I. Eligibility for Consent Calendar:**

- a. Article must be printed in a form to enable action to be taken in the form of a “short motion” i.e., “I move that Article 2 be passed as printed in the Warrant.” If additional information is needed in order to take action under the article, such as by inserting a sum of money, the article will not be eligible under the Consent Calendar.
- b. There must be a unanimous agreement as to the action to be taken between the sponsors and the Warrant Committee and all other interested Boards and Citizens. The appearance of agreement will enable the article to be put on the Consent Calendar.
- c. In the event that articles on the Consent Calendar include those for “affirmative” action and those for “dismissal,” the Consent Calendar will be subdivided into those two parts.

### **II. Procedure for Consideration of Consent Calendar:**

- a. No debate will be allowed on any article on the Consent Calendar.
- b. At the Town Meeting each article on the Consent Calendar will be clearly identified by number.
- c. An Article on the Consent Calendar will be removed from the Consent Calendar on the request of any voter present at the Town Meeting, and then be considered in the usual manner.
- d. All articles not removed from the Consent Calendar will be passed in one short form action e.g., “I move that Articles 2, 21, 24, 33, be passed as printed in the Warrant.”

## **CONSENT CALENDAR**

The Consent Calendar is used to expedite town meeting proceedings. The articles are in chronological order and will be the first order of business. They will consist of the following articles, with the concurrence of the Chairman of the Board of Selectmen and the Chairman of the Warrant Committee:

Articles 1, 2, 3, 4, 5, 6, 9, 15, 18, 19, 31, and 32 to be passed.

The procedure will be that the Moderator will announce the ground rules, which will be to identify the article, give an opportunity for anyone to have any article removed from the Consent Calendar, and at the conclusion thereof, the Moderator will entertain a motion as follows:

“I move that articles 1, 2, 3, 4, 5, 6, 9, 15, 18, 19, 31 and 32 be passed as printed in the warrant.”

**TOWN OF MEDFIELD  
WARRANT FOR THE ANNUAL TOWN MEETING  
2021**

On Monday, the seventeenth of May, commencing at 5:00 PM the following Articles will be acted on outside on the Calvin Fisher Field at the Amos Clark Kingsbury High, located at 88R South Street in said Medfield, viz.

---

**Article 1.** To see if the Town will vote to accept the reports of the several Town Officers for the past year.

**(Board of Selectmen)**

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 2.** 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.

<b>PERPETUAL CARE 2020</b>	
Thomas Brennan	\$ 1,500.00
Michele Sdougas	\$ 600.00
JoAnn O'Rourke	\$ 600.00
Thomas & Claire McCabe	\$ 3,000.00
Oliva M. Ostrander	\$ 600.00
Jeanette Ruyle	\$ 750.00
Christine Smith & Julie Gillis	\$ 750.00
Robert W. Van Ness	\$ 3,000.00
Alicia Bernstein	\$ 750.00
Matthew & Denise DePierro	\$ 3,000.00
Steve Sr. & Lynne Bean	\$ 3,000.00
Alfred J. Bonoldi Jr & Marion J.	\$ 3,000.00
Judith & Peter Teague	\$ 3,000.00
Jeanette Ruyle	\$ 750.00
Robert Lovell	\$ 600.00
Peter E. Nowak	\$ 3,000.00
Alfred J. & Norma G. Bonoldi	\$ 3,000.00
Edward & Jean Vozzella	\$ 3,000.00
Gayle & John Edgar	\$ 600.00
Kevin & Lisa Gallagher	\$ 750.00



Jonathan DellaSelva	\$ 3,000.00
Scott R. McLeod	\$ 1,500.00
Kathleen E. Stobart	\$ 600.00
Anne M. Fletcher	\$ 600.00
Peter Rogan & Christine Davis	\$ 3,000.00
Gary Wheeler	\$ 600.00
Clark D. Holland Sr	\$ 3,000.00
Richard E. Allan	\$ 3,000.00
Leonard W. Buley	\$ 600.00
Diane Marsili	\$ 3,000.00
Diane Marsili	\$ 3,000.00
Paul Reardon	\$ 1,500.00
	<b>\$58,650.00</b>

Or do or act anything in relation thereto.

**(Cemetery Commissioners)**

*Each year, fifty percent of the purchase price of a cemetery plot is transferred to the Cemetery Perpetual Care Fund, a trust fund, the interest of which is appropriated to offset the operating costs of the Vine Lake Cemetery. The other fifty percent goes to the "sale of lots fund," which can be used for capital improvements and/or expansion of the cemetery. The balance in the Cemetery Perpetual Care Fund as of December 31, 2020 was \$1,256,821.*

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

**Article 3.** 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 2022, as follows:

<b><u>Section</u></b>	<b><u>Amount</u></b>
5.1 Fire Alarm Revolving Fund	\$32,000
5.2 Ambulance Revolving Fund	90,000
5.3 Advanced Life Support Revolving Fund	400,000
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 \$795,000

Or do or act anything in relation thereto.

**(Board of Selectmen)**

*The 2017 Annual Town Meeting created revolving funds as part of the Code of the Town of Medfield. Each year Town Meeting must authorize the amount of the expenditure that can be made from each of these Chapter 44, Section 53E ½ revolving funds as set out above. The revenue in these revolving funds is generated from fees, charges or other receipts from departmental programs and activities.*

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 4.** To see if the Town will vote to appropriate \$206,991.63 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 do or act anything in relation thereto.

**(Board of Selectmen)**

*The Annual Town Meeting in 2019 passed Article 5 which created a Public, Educational, and Governmental (PEG) Access and Cable Related Fund to handle the distribution of funds received in connection with the franchise agreement between the Town and cable operators. This article transfers those funds collected to date to Medfield TV.*

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 5.** 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
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)**

*Each year the Town Meeting must vote on the salaries and compensation of Medfield's elected officers. The only elected officers receiving a salary are the Town Clerk, the Board of Assessors, and the Board of Selectmen. There are no increases proposed to any elected officers.*

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 6.** To see if the Town will vote to amend the Personnel Administration Plan and Classification of Positions and Pay Schedule, effective July 1, 2021, as set out in the warrant, or do or act anything in relation thereto.

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

**Police Department as per Collective Bargaining Agreement**

<b>Sergeants</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4 (15 Yrs)</b>	<b>Step 5 (20 Yrs)</b>
7/1/2020	\$1,386.57	\$1,429.45	\$1,480.74		
<i>bi weekly</i>	\$2,773.14	\$2,858.90	\$2,961.49		
7/1/2021	\$1,414.30	\$1,458.04	\$1,510.35	\$1,529.58	\$1,558.42
<i>bi weekly</i>	\$2,828.60	\$2,916.08	\$3,020.71	\$3,059.16	\$3,116.84

<b>Police Officer</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>	<b>Step 7 (15 Yrs)</b>	<b>Step 8 (20 Yrs)</b>
7/1/2020	\$1,068.57	\$1,103.63	\$1,135.69	\$1,170.81	\$1,207.01	\$1,244.35		
<i>bi weekly</i>	\$2,137.14	\$2,203.26	\$2,271.38	\$2,341.61	\$2,414.01	\$2,488.70		
7/1/2021	\$1,089.94	\$1,125.70	\$1,158.40	\$1,194.23	\$1,231.15	\$1,269.24	\$1,288.47	\$1,317.32
<i>bi weekly</i>	\$2,179.88	\$2,251.41	\$2,316.81	\$2,388.45	\$2,462.30	\$2,538.47	\$2,576.94	\$2,634.64

<b>Dispatcher</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>
7/1/2020	\$735.07	\$775.99	\$815.13	\$856.59	\$904.92
<i>bi weekly</i>	\$1,470.15	\$1,551.97	\$1,630.27	\$1,713.17	\$1,809.85
7/1/2021	\$873.57	\$921.42	\$972.25	\$1,025.71	
<i>bi weekly</i>	\$1,747.14	\$1,842.83	\$1,944.51	\$2,051.41	

### Specialist Range

7/1/2020	\$663.59	to	\$3,794.60	Annual Stipend
7/1/2021	\$676.86	to	\$3,870.49	Annual Stipend

### Fire Department as per Collective Bargaining Agreement

<b>FF/EMT</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>	<b>Step 7</b>	<b>Step 8</b>
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

<b>Captain/EMT</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
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

### Public Safety Positions

	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
<b>Call FF/EMT</b>	\$25.61	\$26.40	\$27.17	\$27.99	\$28.83	\$29.71

	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>	<b>Step 7</b>	<b>Step 8</b>	<b>Step 9</b>
<b>Animal Control Officer/Inspector</b>	\$23.26	\$23.93	\$24.57	\$25.30	\$26.01	26.75	27.51	28.28	29.08
* Based on a 40-hour workweek									
<b>Assistant Animal Control Officer</b>	\$2,316	\$2,532	\$2,746	\$2,959	\$3,178	\$3,393	\$3,607	\$3,863	
*Annual Stipend									

<b>Managerial Positions</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
<b>Grade 1</b>	55,003	61,879	68,755
Children's Librarian Technical Services Librarian Young Adult Librarian Outreach Social Worker Conservation Agent Circulation Supervisor			
<b>Grade 2</b>	60,503	68,066	75,629
Administrative Asst. to the Selectmen/ Town Administrator Adult Services/Technology Senior Librarian			
<b>Grade 3</b>	66,554	74,873	83,192
Assistant Town Accountant/Budget Analyst IT Coordinator			
<b>Grade 4</b>	73,210	82,361	91,512
Council on Aging Director Park and Recreation Director Town Planner Public Health Nurse Director of Outreach Building Commissioner			
<b>Grade 5</b>	81,994	92,2434	102,494
Library Director			
<b>Grade 6</b>	91,835	103,314	114,792
Town Accountant Principal Assessor Treasurer/Collector Deputy Police Chief			
<b>Grade 7</b>	102.855	115,712	128,569
Asst. Town Administrator			
<b>Grade 8</b>	108,616	130,338	152,062
Fire Chief Director of Public Works			

## Hourly Paid Positions

<b>20</b>	\$17.49	\$17.98	\$18.50	\$19.03	\$19.57	\$20.13	\$20.71	\$21.30	\$21.91
<b>30</b>	\$19.24	\$19.78	\$20.36	\$20.94	\$21.53	\$22.14	\$22.78	\$23.42	\$24.07
<b>40</b>	\$21.17	\$21.75	\$22.38	\$23.01	\$23.67	\$24.35	\$25.04	\$25.76	\$26.49
<b>50</b>	\$23.28	\$23.94	\$24.62	\$25.32	\$26.04	\$26.78	\$27.54	\$28.33	\$29.14
<b>60</b>	\$25.59	\$26.33	\$27.08	\$27.86	\$28.65	\$29.47	\$30.30	\$31.17	\$32.06
<b>70</b>	\$27.90	\$28.73	\$29.60	\$30.49	\$31.40	\$32.34	\$33.31	\$34.31	\$35.33
<b>80</b>	\$30.13	\$31.02	\$31.96	\$32.92	\$33.90	\$34.91	\$35.98	\$37.06	\$38.17
<b>90</b>	\$32.53	\$33.51	\$34.52	\$35.56	\$36.63	\$37.73	\$38.87	\$40.04	\$41.24

### Grade 20

Police Matron                      Traffic Supervisor                      DPW Part Time Laborers

### Grade 30

Office Assistant                      Library Technician                      Laborer  
Mini Bus Driver                      Truck Driver

### Grade 40

Senior Library Technician                      Groundskeeper I                      Mechanic  
Administrative Assistant I                      Maintenance Technician                      Transportation/Facilities Coordinator  
Asst Adult Services /Tech Librarian

### Grade 50

Payroll Coordinator                      Administrative Assistant II                      Volunteer Coordinator  
Elder Outreach Worker                      Equipment Operator                      Water Technician  
Field Appraiser

### Grade 60

Administrative Assistant III                      Park and Recreation Program Coordinator

### Grade 70

Heavy Equipment Operator                      Groundskeeper II                      Water/WWTP Operator  
Tree Warden                      Lead Mechanic                      Facilities Coordinator

### Grade 80

Crew Chief

### Grade 90

Highway Supervisor                      Water Supervisor                      WWTP Supervisor

**SPECIAL RATE/FEE POSITIONS- PART TIME/TEMPORARY**

Veterans Agent	\$29,565	Annual
Sealer of Weights and Measures	\$2,804	Annual
Registrar	\$212	Annual
Library Page	\$11 to \$14	Hourly
Police- Private Special Detail	\$35.78	Hourly
Tree Climber	\$23.42	Hourly
Snowplow Driver	25.50	Hourly

**FIRE**

Deputy Chief	\$4,313	Annual
Captain	\$2,588	Annual
Lieutenant	\$2,071	Annual
EMS Coordinator	\$2,012	Annual
Fire Alarm Superintendent	\$898	Annual

**INSPECTORS**

Inspector of Buildings	\$33.52	Hourly
------------------------	---------	--------

**PARK AND RECREATION**

		Annual
Program Director	\$16,394 to	\$20,171
Swim Pond Director	\$6,829 to	\$9,679
Swim Pond Assistant Director	\$4,557 to	\$6,456
Swim Team Coach/Guard	\$3,795 to	\$5,322
Assistant Coach/Guard	\$2,433 to	\$4,358
Water Safety Instructor	\$2,888 to	\$4,358
Lifeguard	\$2,747 to	\$4,036
Swim Pond Badge Checker	\$914 to	\$1,454
Swim Pond Maintenance	\$1,067 to	\$1,454
Swim Pond Set-up Workers	\$761 to	\$3,226
Camp Director	\$3,037 to	\$6,176
Camp Specialists	\$1,522 to	\$6,113
Counselors	\$1,218 to	\$3,227
Jr. Counselor	\$307 to	\$969
Tennis Director	\$4,557 to	\$6,456
Tennis Instructor	\$914 to	\$1,617
Trainee		\$12

**(Personnel Board)**

*The Town employees salaries are set by the schedules included in the Warrant Report. School Department employees by state statute are excluded from the Town's salary schedule. Most*

*Police, Fire, and School Department employees are covered by collective bargaining agreements (CBA). Police and Fire personnel salaries are included in this schedule according to the rates set out in the CBA. The FY2022 cost of living increase for non union personnel, police, and fire union personnel is two percent (2%).*

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 7.** 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, 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)**

*This Article represents the appropriations for the operating budgets for the various Town Departments for FY2022 which runs July 1, 2021 to June 30, 2022.*

***Two-thirds vote required***

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**SEE OPERATING BUDGET NEXT PAGE**



<b>ARTICLE 7 OPERATING BUDGETS</b>				
<b>ORGANIZATION CODE</b>	<b>DEPARTMENT</b>	<b>Appropriated 2020/2021</b>	<b>DEPT REQUEST 2021/2022</b>	<b>FY22 WARR COMM RECOMMENDS</b>
01-912-2	WORKERS COMPENSATION INSURANCE	\$ 261,677	\$ 274,761	\$ 247,713
01-914-2	HEALTH & LIFE INSURANCE	\$ 4,510,344	\$ 4,213,124	\$ 4,213,124
01-945-2	LIABILITY INSURANCE	\$ 277,098	\$ 294,753	\$ 321,801
	TOTAL	\$ 5,049,119	\$ 4,782,638	\$ 4,782,638
01-913-2	UNEMPLOYMENT COMPENSATION	\$ 105,894	\$ 211,788	\$ 161,788
01-916-2	MEDICARE INSURANCE	\$ 552,022	\$ 579,623	\$ 579,623
01-911-2	COUNTY RETIREMENT CONTRIBUTION	\$ 3,026,978	\$ 3,162,435	\$ 3,162,435
01-915-2	OPEB CONTRIBUTION	\$ 425,000	\$ 467,500	\$ 467,500
*****	<b>TOTAL TOWN &amp; SCHOOL EMPLOYEE BENEFITS</b>	\$ 9,159,013	\$ 9,203,984	\$ 9,153,984
01-122-1	SELECTMEN-SALARIES	\$ 2,700	\$ 2,700	\$ 2,700
01-122-2	SELECTMEN-OPERATIONS	\$ 12,820	\$ 12,820	\$ 12,820
	TOTAL	\$ 15,520	\$ 15,520	\$ 15,520
01-123-1	TOWN ADMINISTRATOR-SALARIES	\$ 371,977	\$ 371,977	\$ 399,227
01-123-2	TOWN ADMINISTRATOR-OPERATIONS	\$ 20,020	\$ 20,020	\$ 20,020
	TOTAL	\$ 391,997	\$ 391,997	\$ 419,247
01-131-2	WARRANT COMMITTEE-OPERATIONS	\$ -	\$ -	\$ -
01-134-1	TOWN ACCOUNTANT-SALARIES	\$ 181,604	\$ 181,604	\$ 185,216
01-134-2	TOWN ACCOUNTANT-OPERATIONS	\$ 54,535	\$ 54,975	\$ 54,975
	TOTAL	\$ 236,139	\$ 236,579	\$ 240,191
01-141-1	ASSESSORS-SALARIES	\$ 195,920	\$ 196,020	\$ 199,860
01-141-2	ASSESSORS-OPERATIONS	\$ 24,750	\$ 24,750	\$ 24,750
	TOTAL	\$ 220,670	\$ 220,770	\$ 224,610
01-145-1	TREASURER/COLLECTOR-SALARIES	\$ 207,238	\$ 206,888	\$ 210,996
01-145-2	TREASURER/COLLECTOR-OPERATIONS	\$ 78,735	\$ 78,735	\$ 78,735
	TOTAL	\$ 285,973	\$ 285,623	\$ 289,731

<b>ARTICLE 7 OPERATING BUDGETS</b>				
<b>ORGANIZATION CODE</b>	<b>DEPARTMENT</b>	<b>Appropriated 2020/2021</b>	<b>DEPT REQUEST 2021/2022</b>	<b>FY22 WARR COMM RECOMMENDS</b>
01-151-2	TOWN COUNSEL-OPERATIONS	\$ 114,794	\$ 114,794	\$ 116,150
01-152-1	HUMAN RESOURCE-SALARIES	\$ 30,000	\$ 190,000	\$ 85,927
01-152-2	HUMAN RESOURCE-OPERATIONS	\$ 3,060	\$ 3,060	\$ 3,060
	TOTAL	\$ 33,060	\$ 193,060	\$ 88,987
01-155-1	INFORMATION TECHNOLOGY-SALARIES	\$ 75,829	\$ 75,879	\$ 77,386
01-155-2	INFORMATION TECHNOLOGY-OPERATIONS	\$ 138,165	\$ 138,165	\$ 148,165
	TOTAL	\$ 213,994	\$ 214,044	\$ 225,551
01-161-1	TOWN CLERK & ELECTION REGISTR-SALARIES	\$ 97,598	\$ 82,768	\$ 82,785
01-161-2	TOWN CLERK & ELECTION REGISTR-OPERATIONS	\$ 22,940	\$ 26,850	\$ 26,850
	TOTAL	\$ 120,538	\$ 109,618	\$ 109,635
01-171-1	CONSERVATION COMM.-SALARIES	\$ 36,681	\$ 36,681	\$ 37,415
01-171-2	CONSERVATION COMM.-OPERATIONS	\$ 7,940	\$ 7,940	\$ 7,940
	TOTAL	\$ 44,621	\$ 44,621	\$ 45,355
01-175-1	PLANNING + ZONING - SALARIES	\$ 113,263	\$ 113,912	\$ 116,179
01-175-2	PLANNING + ZONING & APPEALS-OPERATIONS	\$ 16,885	\$ 16,885	\$ 16,885
	TOTAL	\$ 130,148	\$ 130,797	\$ 133,064
01-192-1	TN PUBLIC BUILDINGS & PROPERTY MAINT-SALARIES	\$ 107,384	\$ 109,482	\$ 111,665
01-192-2	TN PUBLIC BUILDINGS & PROPERTY MAINT-OPERATIONS	\$ 497,714	\$ 524,714	\$ 524,714
	TOTAL	\$ 605,098	\$ 634,196	\$ 636,379
01-195-1	TOWN REPORT/MEETING-SALARIES	\$ 1,000	\$ 1,000	\$ 1,000
01-195-2	TOWN REPORT/MEETING-OPERATIONS	\$ 14,000	\$ 14,000	\$ 14,000
	TOTAL	\$ 15,000	\$ 15,000	\$ 15,000
01-210-2-1	POLICE OPERATIONS-SALARIES	\$ 2,298,786	\$ 2,361,583	\$ 2,461,328
01-210-2-2	POLICE OPERATIONS-OPERATIONS	\$ 348,532	\$ 282,328	\$ 282,328
	TOTAL	\$ 2,647,318	\$ 2,643,911	\$ 2,743,656

<b>ARTICLE 7 OPERATING BUDGETS</b>				
<b>ORGANIZATION CODE</b>	<b>DEPARTMENT</b>	<b>Appropriated 2020/2021</b>	<b>DEPT REQUEST 2021/2022</b>	<b>FY22 WARR COMM RECOMMENDS</b>
01-210-4-2	TRAFFIC MARKINGS/SIGN-OPERATIONS	\$ 65,024	\$ 65,024	\$ 65,024
01-220-7-1	FIRE & RESCUE OPERATIONS-SALARIES	\$ 1,236,847	\$ 1,295,509	\$ 1,299,850
01-220-7-2	FIRE & RESCUE OPERATIONS-OPERATIONS	\$ 173,150	\$ 173,150	\$ 173,150
	TOTAL	\$ 1,409,997	\$ 1,468,659	\$ 1,473,000
01-241-1	INSPECTIONS-SALARIES	\$ 220,885	\$ 220,935	\$ 225,339
01-241-2	INSPECTIONS-OPERATIONS	\$ 13,258	\$ 13,258	\$ 13,258
	TOTAL	\$ 234,143	\$ 234,193	\$ 238,597
01-244-1	SEALER-SALARIES	\$ 2,804	\$ 2,804	\$ 2,860
01-244-2	SEALER-OPERATIONS	\$ 194	\$ 194	\$ 194
	TOTAL	\$ 2,998	\$ 2,998	\$ 3,054
01-291-1	EMERGENCY MGMT-SALARIES	\$ 4,000	\$ 4,000	\$ 4,000
01-291-2	EMERGENCY MGMT-OPERATIONS	\$ 7,500	\$ 7,500	\$ 7,500
	TOTAL	\$ 11,500	\$ 11,500	\$ 11,500
01-292-1	ANIMAL CONTROL-SALARIES	\$ 95,909	\$ 95,909	\$ 97,807
01-292-2	ANIMAL CONTROL-OPERATIONS	\$ 14,978	\$ 14,854	\$ 14,854
	TOTAL	\$ 110,887	\$ 110,763	\$ 112,661
01-294-1	TREE CARE-SALARIES	\$ 23,540	\$ 23,540	\$ 24,011
01-294-2	TREE CARE-OPERATIONS	\$ 43,600	\$ 43,600	\$ 43,600
	TOTAL	\$ 67,140	\$ 67,140	\$ 67,611
01-422-1	HIGHWAY-SALARIES	\$ 973,160	\$ 984,218	\$ 1,003,778
01-422-2	HIGHWAY-OPERATIONS	\$ 366,440	\$ 366,440	\$ 466,440
	TOTAL	\$ 1,339,600	\$ 1,350,658	\$ 1,470,218
01-423-1	SNOW & ICE-SALARIES	\$ 110,461	\$ 110,462	\$ 110,462
01-423-2	SNOW & ICE-OPERATIONS	\$ 182,973	\$ 182,973	\$ 182,973
	TOTAL	\$ 293,434	\$ 293,435	\$ 293,435

<b>ARTICLE 7 OPERATING BUDGETS</b>				
<b>ORGANIZATION CODE</b>	<b>DEPARTMENT</b>	<b>Appropriated 2020/2021</b>	<b>DEPT REQUEST 2021/2022</b>	<b>FY22 WARR COMM RECOMMENDS</b>
01-424-2	STREET LIGHTING-OPERATIONS	\$ 50,000	\$ 30,000	\$ 10,000
01-426-1	EQUIP REPAIR/MAINT-SALARIES	\$ 147,500	\$ 149,310	\$ 152,286
01-426-2	EQUIP REPAIR/MAINT-OPERATIONS	\$ 308,513	\$ 293,513	\$ 293,513
	TOTAL	\$ 456,013	\$ 442,823	\$ 445,799
01-429-2	SIDEWALKS-OPERATIONS	\$ 35,000	\$ 35,000	\$ 35,000
01-433-1	SOLID WASTE DISPOSAL-SALARIES	\$ 198,440	\$ 200,474	\$ 204,447
01-433-2	SOLID WASTE DISPOSAL-OPERATIONS	\$ 376,732	\$ 404,732	\$ 404,732
	TOTAL	\$ 575,172	\$ 605,206	\$ 609,179
01-491-1	CEMETERY-SALARIES	\$ 157,739	\$ 161,375	\$ 164,589
01-491-2	CEMETERY-OPERATIONS	\$ 30,640	\$ 35,640	\$ 35,640
	TOTAL - SEE PERP CARE CREDIT BELOW	\$ 188,379	\$ 197,015	\$ 200,229
01-512-1	HEALTH-SALARIES	\$ 41,598	\$ 116,598	\$ 79,928
01-512-2	HEALTH-OPERATIONS	\$ 74,078	\$ 67,851	\$ 67,851
	TOTAL	\$ 115,676	\$ 184,449	\$ 147,779
01-541-1	COUNCIL ON AGING-PERSONNEL	\$ 204,689	\$ 207,915	\$ 212,059
01-541-2	COUNCIL ON AGING-OPERATIONS	\$ 33,580	\$ 33,520	\$ 33,520
	TOTAL	\$ 238,269	\$ 241,435	\$ 245,579
01-543-1	VETERANS'-SALARIES	\$ -	\$ -	\$ -
01-543-2	VETERANS'-OPERATIONS	\$ 56,048	\$ 56,048	\$ 56,048
	TOTAL	\$ 56,048	\$ 56,048	\$ 56,048
01-599-1	OUTREACH-SALARIES	\$ 151,250	\$ 151,300	\$ 154,320
01-599-2	OUTREACH-OPERATIONS	\$ 24,020	\$ 24,020	\$ 24,020
	TOTAL	\$ 175,270	\$ 175,320	\$ 178,340

<b>ARTICLE 7 OPERATING BUDGETS</b>				
<b>ORGANIZATION CODE</b>	<b>DEPARTMENT</b>	<b>Appropriated 2020/2021</b>	<b>DEPT REQUEST 2021/2022</b>	<b>FY22 WARR COMM RECOMMENDS</b>
01-610-1	LIBRARY-SALARIES	\$ 531,980	\$ 536,700	\$ 547,142
01-610-2	LIBRARY-OPERATIONS	\$ 219,551	\$ 219,551	\$ 219,551
	TOTAL	\$ 751,531	\$ 756,251	\$ 766,693
01-630-1	PARK & RECREATION-SALARIES	\$ 243,170	\$ 245,350	\$ 250,231
01-630-2	PARK & RECREATION-OPERATIONS	\$ 51,900	\$ 51,900	\$ 51,900
	TOTAL	\$ 295,070	\$ 297,250	\$ 302,131
01-650-2	HISTORICAL COMMISSION-OPERATIONS	\$ 1,500	\$ 1,500	\$ 1,500
01-693-2	MEMORIAL DAY/VETERANS DAY -OPERATIONS	\$ 1,800	\$ 1,800	\$ 1,800
01-699-2	ARTS/CULTURAL COUNCIL	\$ 5,800	\$ 5,800	\$ 6,000
01-997-2	RESERVE FUND	\$ 150,000	\$ 150,000	\$ 150,000
*****	<b>TOTAL TOWN DEPARTMENTS</b>	\$ 11,705,121	\$ 12,034,797	\$ 12,194,253
01-996-2	<b>TOTAL STABILIZATION</b>	\$ -	\$ 200,000	\$ 700,000
01-710-2	TOWN DEBT-PRINCIPAL	\$ 4,340,273	\$ 3,971,722	\$ 4,748,543
01-751-2	TOWN DEBT-INTEREST	\$ 1,264,549	\$ 1,095,185	\$ 1,489,458
	<b>TOTAL DEBT PAYMENTS</b>	\$ 5,604,822	\$ 5,066,907	\$ 6,238,001
01-301-2	REGIONAL VOC SCHOOL-OPERATIONS	\$ 245,678	\$ 155,240	\$ 155,240
01-300-1	SCHOOL-PERSONNEL	\$ 30,412,141	\$ 31,823,680	\$ 31,823,680
01-300-2	SCHOOL ADMINISTRATION-OPERATIONS	\$ 6,465,149	\$ 6,524,549	\$ 6,524,549
*****	<b>TOTAL TOWN SCHOOLS</b>	\$ 36,877,290	\$ 38,348,229	\$ 38,348,229

ARTICLE 7 OPERATING BUDGETS				
ORGANIZATION CODE	DEPARTMENT	Appropriated 2020/2021	DEPT REQUEST 2021/2022	FY22 WARR COMM RECOMMENDS
S U M M A R Y				
TOTAL TOWN & SCHOOL EMPLOYEE BENEFITS		\$ 9,159,013	\$ 9,203,984	\$ 9,153,984
TOTAL TOWN DEPARTMENTS		\$ 11,705,121	\$ 12,034,797	\$ 12,194,253
TOTAL STABILIZATION		\$ -	\$ 200,000	\$ 700,000
TOTAL DEBT PAYMENTS		\$ 5,604,822	\$ 5,066,907	\$ 6,238,001
TOTAL REGIONAL VOC SCHOOL		\$ 245,678	\$ 155,240	\$ 155,240
TOTAL SCHOOLS		\$ 36,877,290	\$ 38,348,229	\$ 38,348,229
TOTAL OPERATING BUDGET		\$ 63,591,924	\$ 65,009,157	\$ 66,789,707
LESS: CEMETERY- PERP CARE CREDIT		\$ 15,000	\$ 15,000	\$ 15,000
LESS: FROM WAT ENT FD INDIR COSTS EFF FY22		\$ 979,465	\$ 1,967,935	\$ 1,967,936
LESS: FROM SEW ENT FD INDIR COSTS EFF FY22		\$ 548,616	\$ 548,169	\$ 548,169
LESS: FROM PENSION RESERVE FUND		\$ 75,000	\$ 75,000	\$ 75,000
LESS: FROM UNEXPENDED COUNTY RETIREMENT		\$ 51,765	\$ 55,445	\$ 55,445
LESS: FROM OVERLAY SURPLUS		\$ 50,000	\$ -	\$ -
LESS: FROM SEW BETT STABILIZATION FUND		\$ 309,904	\$ 40,991	\$ 40,991
LESS: FROM CAPITAL STABILIZATION FUND		\$ -	\$ 163,000	\$ 163,000
LESS: FROM BOND PREMIUM SAWMILL BROOK		\$ 680	\$ 562	\$ 562
LESS: FROM BOND PREMIUM JUNE '07		\$ 2,147	\$ 1,751	\$ 1,751
LESS: FROM BOND PREMIUM RED GATE FARM		\$ 2,083	\$ 1,983	\$ 1,983
LESS: FROM BOND PREMIUM HS FIELD RENOVATION		\$ 3,000	\$ 3,000	\$ 3,000
LESS: FROM BOND PREMIUM TOWN GARAGE SOLAR AF		\$ 3,683	\$ 3,683	\$ 3,683
LESS: FROM FREE CASH FOR OPEB		\$ -	\$ -	\$ 42,500
LESS: FROM FREE CASH FOR STABILIZATION		\$ -	\$ -	\$ 700,000
LESS: USE OF SCHOOL PROPERTY REVOLVING-850		\$ 30,000	\$ 30,000	\$ 30,000
LESS: USE OF ALS REVOLVING FUND		\$ 150,000	\$ 150,000	\$ 150,000
LESS: USE OF RESPITE CARE REVOLVING FUND		\$ 10,135	\$ -	\$ -
LESS: FROM MSBA BAN INT REIMB		\$ 20,853	\$ 12,582	\$ 12,582
LESS: FROM MSBA GR TO OFFSET SCH DEBT		\$ 1,143,535	\$ 1,003,535	\$ 1,003,535
TOTAL OTHER REVENUE SOURCE		\$ 3,395,866	\$ 4,072,636	\$ 4,815,137
NET OPERATING APPROPRIATION		\$ 60,196,058	\$ 60,936,521	\$ 61,974,570

**Article 8.** To see if the Town will vote to appropriate \$1,090,500 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) as set out below, or do or act anything in relation thereto:

<b>Facility</b>	<b>Project</b>	<b>Funding</b>
High School	Bus Canopy - Repair - Additional Funding	40,000.00
High School	Elevator Door Operator Control Board & Relays	5,000.00
High School	Preventive Maintenance - AHU's	10,000.00
High School	Exterior Door Replacement	10,000.00
High School	Carpet Replacement - Library	20,000.00
High School	Preventive Maintenance - RTU's	10,000.00
High School	Replace/Install Shut off Valves	10,000.00
High School	Misc. Site Work (fence repair)	5,000.00
Middle School	Preventive Maintenance - RTU's	20,000.00
Middle School	Boiler Maintenance - Flush Glycol	125,000.00
Middle School	Replace Exterior Door @ Courtyard	8,000.00
Middle School	Replace HW Heater	200,000.00
Middle School	Auditorium Seating	15,000.00
Middle School	PM - Gym HVAC / Fan coil Units	40,000.00
Dale Street School	Replace Tempering Valves	20,000.00
Dale Street School	Auditorium Stage Curtain Repair	5,000.00
Dale Street School	Front Portico Repair Engineering	10,000.00
Dale Street School	Boiler Control Panel Replacement	17,500.00
Dale Street School	Asbestos Removal in Boiler Room	20,000.00
Dale Street School	Boiler Piping Repair	25,000.00
Wheelock School	Preventive Maintenance - Fan Coil Units	20,000.00
Wheelock School	Replace Valves Throughout	10,000.00
Wheelock School	Preventive Maintenance - Exhaust Fans	5,000.00
Wheelock School	Flooring / VCT Abatement	25,000.00
Memorial School	Replace fire alarm panel	25,000.00
Memorial School	Split Systems (3) Replacement	15,000.00

Memorial School	Johnson Controls BMS upgrade	10,000.00
Memorial School	Preventive Maintenance - RTU's	5,000.00
Memorial School	Replace HW Heater & Shut Off Valves	120,000.00
Memorial School	Duct Cleaning	15,000.00
District Wide	Equipment Replacement	12,000.00
Town Hall	Duct Cleaning	15,000.00
Town Hall	Preventive Maintenance - Fan Coil Units	3,000.00
Town Hall	Preventive Maintenance - AHU	2,000.00
Public Safety Building	CPU Replacement	5,000.00
Public Safety Building	Cell Block Safety Issues	20,000.00
Council on Aging	Duct Cleaning	8,000.00
Library	Brick Façade Engineering	10,000.00
All Town and School Buildings	Emergency Facility Repairs, with approval of the Board of Selectmen	150,000.00
<b>Total</b>		<b>\$1,090,500.00</b>

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

*The 2018 Annual Town Meeting approved the creation of a special purpose stabilization fund entitled the "Municipal Buildings Capital Stabilization Fund." A subsequent override of one million dollars, which increases by 2 ½ % each year with the approval of the Board of Selectmen, provides the dedicated revenue for this stabilization fund. The purpose of this fund is to fund new construction, capital repairs and improvements to municipal buildings and structural and systemic components thereof. The projects listed above have been identified and recommended by the Capital Budget Committee to be completed utilizing funding available in the dedicated Municipal Buildings Capital Stabilization Fund.*

***Two- Thirds Vote Required***

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 9.** To see if the Town will vote to transfer \$181,941 received from the Massachusetts School Building Authority for reimbursements for the Dale Street Feasibility Study and the remaining balance, at June 30, 2021, of the Fiscal Year 2021 Emergency Repairs fund to the Municipal Buildings Capital Stabilization Fund or take any other action in relation thereto.

**(Board of Selectmen)**



*This money was received from the Massachusetts School Building Authority (MSBA) as reimbursement for the Feasibility Study that was approved at the 2018 ATM. The Feasibility study was appropriated from the Municipal Buildings Capital Stabilization Fund (MBSF) and therefore any reimbursement must be transferred back to this fund. In addition, the Annual Town Meeting appropriates a sum of money each year from the MBSF to be used for emergency repairs with Selectmen approval. The remaining balance at the end of the fiscal year must be transferred back to the MBSF.*

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

**Article 10.** To see if the Town will vote to establish a stabilization fund, to be designated the “Capital Stabilization Fund,” the purpose of which shall be to fund capital projects and the debt service related to capital projects, including equipment, vehicles, repairs to equipment and vehicles, public works improvements, and other non-municipal building and non-school building capital projects, as authorized by GL Chapter 40, Section 5B, and vote to raise and appropriate a sum of money for this fund, from the tax levy, by transfer from available funds, or by any combination of these methods, as set out below, or do or act anything in relation thereto.

<b>Source</b>	<b>Amount</b>
Free Cash	\$751,000
Unexpended Appropriation Funds:	
ATM 2020 Article 7 (Fire)	\$6,905.00
ATM 2020 Article 7 (Police)	\$2,409.55
ATM 2018 Article 27 (Board of Selectmen)	\$4,875.00
ATM 2017 Article 14 (Police)	\$1,634.00
ATM 2018 Article 12 (Police)	\$664.00
ATM 2016 Article 16 (Fire)	\$284.00
ATM 2018 Article 12 (Police)	\$157.00
ATM 2018 Article 12 (DPW)	\$594.00
ATM 2018 Article 12 (DPW)	\$3,590.00
<b>Total</b>	<b>\$772,112.55</b>

**(Capital Budget Committee)**

*The Town Meeting with a two-thirds vote can establish a special purpose stabilization fund, describe its purposes, and appropriate funds to it with a majority vote. The Town Meeting, with a two-thirds vote, can then appropriate funds from this special purpose stabilization fund for a purpose within the scope of the approved purposes. This fund, the Capital Stabilization Fund can only be used to fund capital projects and the debt service related to capital projects, including*

*equipment, vehicles, repairs to equipment and vehicles, public works improvements, and other non-municipal building and non-school building capital projects. The Town's Financial Policies adopted in 2018, outline the Capital Plan process, including the adoption of a five (5) year capital improvement plan (CIP). The first year of this fund for FY2022 is funded with \$751,000 of Free Cash and unexpended appropriations from prior years.*

***Two-Thirds Vote Required***

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

**Article 11.** To see if the Town will vote to appropriate a sum of money to pay costs of the capital projects described below, including all costs incidental and related thereto; to determine whether this appropriation shall be raised by borrowing, taxes, transfers, grants and/or otherwise funded; or to take any other action relative thereto.

**FY2022 Capital Budget**

<b><u>Department</u></b>	<b><u>Request</u></b>	<b><u>Recommended Amount</u></b>	<b><u>Recommended Source</u></b>
Fire	Lease-Purchase payment for new Fire Engine (leased in Fiscal Year 2021)	\$48,095	Capital Stabilization Fund
Police	Lease-Purchase payment for three new police vehicles (leased in Fiscal Year 2021)	\$52,591	Capital Stabilization Fund
Fire	Purchase a new fire engine	\$500,000	Borrowing
DPW	Purchase a new DPW dump truck	\$188,000	Borrowing
DPW	Purchase a new DPW sidewalk tractor	\$180,000	Borrowing
DPW	Reconstruct and/or resurface public ways	\$150,000	Borrowing
Fire	Battery Operated Extrication Set	\$70,000	Capital Stabilization Fund
IT	Server upgrade - Town Hall	\$20,000	Capital Stabilization Fund
IT	Computer upgrade - Town Hall	\$20,000	Capital Stabilization Fund
IT	School Information Technology	\$100,000	Capital Stabilization Fund
Fire	Car 1	\$60,000	Capital Stabilization Fund
DPW	Ford F550	\$97,000	Capital Stabilization Fund
DPW	Line painting machine	\$10,000	Capital Stabilization Fund

Police	Police vehicle	\$55,000	Capital Stabilization Fund
Police	Police vehicle	\$55,000	Capital Stabilization Fund
Fire	Brush 1	\$80,000	American Rescue Plan Act stimulus funding
Fire	Power Load System for Ambulance 1	\$27,000	American Rescue Plan Act stimulus funding
DPW	Ford F550	\$88,000	American Rescue Plan Act stimulus funding
Police	Police vehicle	\$55,000	American Rescue Plan Act stimulus funding
Police	Animal Control Officer vehicle	\$55,000	American Rescue Plan Act stimulus funding
DPW	Paving Roller	\$38,000	American Rescue Plan Act stimulus funding
Facilities	New Facilities vehicle - F350	\$45,000	American Rescue Plan Act stimulus funding
Parks and Recreation	Toro SandPro 5040	\$26,465	Parks and Recreation Revolving Fund
Parks and Recreation	New passenger van/bus	\$45,000	Parks and Recreation Revolving Fund
Parks and Recreation	Turfware TR360 Spreader	\$11,175	Parks and Recreation Revolving Fund
Fire	Ambulance 2, including Power Load and Cardiac Thumper	\$300,000	Ambulance Revolving Fund (\$85,000) and ALS Revolving Fund (\$215,000)
Water	SCADA Improvements	\$150,000	Water Enterprise Fund Free Cash
Sewer	SCADA Improvements	\$150,000	Sewer Enterprise Fund Free Cash
Sewer	Infiltration and Inflow Study and Repairs	\$125,000	Sewer Enterprise Fund Free Cash
	<b>TOTAL</b>	<b>2,801,326</b>	

<b>To be funded by:</b>	
Capital Stabilization Fund	\$587,686
Borrowing (First Year Payment paid from the Capital Stabilization Fund)	\$163,000
American Rescue Plan Act Funds	\$388,000
Parks and Recreation Revolving Fund	\$82,640
Ambulance Revolving Fund	\$85,000
ALS Revolving Fund	\$215,000
Water Enterprise Free Cash	\$150,000
Sewer Enterprise Free Cash	\$275,000

**(Capital Budget Committee)**

*A new five-year capital improvement plan (CIP) was adopted in FY2020 however the Capital Budget requests were frozen and limited to only emergency expenses in FY2020 and FY2021 due to financial constraints. This year the Capital Budget Committee recommended the creation of a special Capital Stabilization Fund to begin the process of a long term funding mechanism for the Capital Budget. The FY2022 Capital Budget recommends project requests included in the five year plan adopted by the Capital Budget Committee. The requests are financed from multiple sources including the Capital Stabilization Fund, American Rescue Plan Act Stimulus funding, Parks and Recreation Revolving Funds, Water and Sewer Enterprise Revolving Funds, as well as borrowing for the larger capital requests including a new fire engine and DPW Dump Truck. The Capital Budget Committee has recommended that any project with a cost above \$150,000 be considered for borrowing. The Ambulance Revolving and ALS revolving Fund will be used to fund the replacement purchase of the second ambulance.*

*The overall lack of funding for capital items over the last several years has led to an increased level of need for departmental vehicles and equipment. This investment in FY2022 is largely for replacement items as we start to make progress on our deferred capital requests.*

**Two-Thirds Vote Required**

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 12.** To see if the Town will vote to authorize, under General Laws Chapter 44, Section 21C, upon the recommendation of the Board of Selectmen, the following lease purchase financing 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 do or take any other action relative thereto.

Equipment	Maximum Term	Authorized Department	Source of Appropriation	First Year Amount
Brush 1	5 years	Fire	FY2022 Capital Budget	\$20,000
Ford F550	5 years	DPW	FY2022 Capital Budget	\$20,000
Police vehicle	3 years	Police	FY2022 Capital Budget	\$20,000
Animal Control Officer vehicle	3 years	Police	FY2022 Capital Budget	\$20,000
Paving Roller	3 years	DPW	FY2022 Capital Budget	\$16,500
New Facilities vehicle - F350	3 years	Facilities	FY2022 Capital Budget	\$16,500

**(Capital Budget Committee)**

*The Capital Budget Committee is not recommending any lease purchases in the FY2022 Capital Budget. However, if the American Rescue Plan Act Stimulus Funding is not allowed to be utilized for the FY2022 Capital Budget, the Committee may recommend the above vehicles be considered for lease purchase. The 2016 Municipal Modernization Act allows for towns to conduct lease purchase agreements with the approval of Town Meeting.*

***Two-Thirds Vote Required***

**Board of Selectmen will be heard  
WARRANT COMMITTEE WILL BE HEARD**

---

**Article 13.** To see if the Town will vote to appropriate a sum of money to pay costs of constructing and reconstructing water wells and constructing a water treatment facility at the site of so-called Well 3 and Well 4 located off of Elm Street, including costs for engineering and design, equipping the water treatment plant, connecting the water treatment plant to the water and sewer systems, and all other costs incidental and related thereto; to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action relative thereto.

**(Board of Water and Sewerage)**

*This article would authorize the Town to borrow \$12 million to construct a new Water Treatment Plant and make improvements to the Town's existing Wells 3 and 4. The Board of Water and*

*Sewerage, with its consultant, Environmental Partners, has worked extensively over recent years to investigate water supply and quality issues in Medfield. A study of alternative water sources determined that the Town's highest quality and quantity of available water is located at the Town's existing well field, located off Elm Street behind the Wheelock Elementary School, the site of the Town's existing Wells 3 and 4.*

*This project to construct a new Water Treatment Plant will enable the Town to fully utilize Wells 3 and 4 by expanding their production capabilities and treating the water produced by these wells. This project will treat manganese, as required by the Massachusetts Department of Environmental Protection, expand the Town's water production capacity, and make the Town's water system more resilient. This project is expected to cost \$12 million, which will be paid by ratepayers through the Water Enterprise Fund. Additional information regarding this project can be found on the Town website: <https://www.town.medfield.net/1952/Water-Treatment-Plant-Project>*

***Two-Thirds Vote Required***

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

**Article 14.** To see if the Town will vote to raise, appropriate, or transfer from available funds the sum of money for the Water Enterprise Fund and the Sewer Enterprise Fund as follows, or do or act anything in relation thereto.

Water Enterprise Fund Direct Costs:

<b>Expense</b>	<b>FY2022 Amount</b>
Salaries	\$476,700
Operations	\$561,020
Emergency Reserve Fund	\$50,000
Capital Outlay	\$150,000
<b>Total</b>	<b>\$1,237,720</b>

Water Enterprise Fund Indirect Costs:

<b>Expense</b>	<b>FY2022 Amount</b>
Debt Service	\$1,596,333
Salaries, Benefits, Facilities, OPEB and other indirect costs	\$371,603
<b>Total</b>	<b>\$1,967,936</b>

**Water Enterprise Fund Total: \$3,205,656**

Sewer Enterprise Fund Direct Costs:

<b>Expense</b>	<b>FY2022 Amount</b>
Salaries	\$326,147
Operations	\$921,030
Emergency Reserve Fund	\$50,000
Infiltration and Inflow	\$50,000
Capital Outlay	\$275,000
<b>Total</b>	<b>\$1,622,177</b>

Sewer Enterprise Fund Indirect Costs:

<b>Expense</b>	<b>FY2022 Amount</b>
Debt Service	\$254,742
Salaries, Benefits, Facilities, and other indirect costs	\$293,427
<b>Total</b>	<b>\$548,169</b>

**Sewer Enterprise Fund total: \$2,170,346**

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

Water Fees for Service (User Fees)	\$2,705,185
Water Available Funds	\$8,471
Water Free Cash	\$492,000
<b>Water Enterprise Fund Total</b>	<b>\$3,205,656</b>
Sewer Fees for Service (User Fees)	\$1,890,665
Sewer Available Funds	\$4,681
Sewer Free Cash	\$275,000
<b>Sewer Enterprise Fund Total</b>	<b>\$2,170,346</b>
<b>Water and Sewer Enterprise Funds Total</b>	<b>\$5,376,002</b>

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

*The Water and Sewer Enterprise Fund was created in 1990 and allows the Enterprise Fund to account separately for all financial activities associated with the delivery of water and sewer services to the Town. The Enterprise enabling statute provides that enterprise revenues may only be used for enterprise related expenses. A full copy of the water and sewer budget breakdown is included at the end of the warrant for your review.*

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 15.** To see if the Town will vote to transfer \$1,471 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)**

*Governor Baker signed a law in 2016 regulating smartphone based transportation companies and included a twenty-cent per ride fee, 10 cents of which is distributed annual to cities and towns based on the number of rides that originate in that Town. The funds will be used for road and sidewalk improvements in Medfield.*

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 16.** To see if the Town will vote to authorize the Board of Selectmen to dispose of by lease the whole or any portion thereof, of parcels of land off North Meadows Road, shown on the Board of Assessors' Maps as Map 48, Lot 027, Map 48, Lot 031, and Map 48, Lot 032, for a period not to exceed 30 years for the purposes of constructing a solar energy system and accessory equipment and facilities, on such terms and conditions as the Board of Selectmen deem to be in the best interest of the Town of Medfield; and, if deemed necessary or desirable, to authorize the Board of Selectmen to petition the Massachusetts General Court to enact special legislation authorizing the Town of Medfield to enter into such disposition, or do or act anything in relation thereto.

**(Board of Selectmen)**

*This article provides the authority to the Board of Selectmen to lease the property known as the former landfill on Route 27 for the purpose of the construction of a solar facility. The Town is currently working with the Massachusetts Department of Environmental Protection to finalize the closure of the landfill as the first step in this process. The Town has been approached by solar developers who are interested in potentially leasing the property to develop a solar installation on the property.*

***Two-Thirds Vote Required***

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 17.** To see if the Town will vote to authorize the Board of Selectmen to dispose of by lease the Town Garage roof together with accessory land on a portion of parcels of land off North Meadows Road, shown on the Board of Assessors' Maps as Map 42, Lot 140 and Map 48, Lot 027, for a period not to exceed 30 years for the purposes of constructing a solar energy system and accessory equipment and facilities, on such terms and conditions as the Board of



Selectmen deem to be in the best interest of the Town of Medfield; or do or act anything in relation thereto.

**(Board of Selectmen)**

*This article provides the authority to the Board of Selectmen to lease the roof of the DPW Town Garage at 55 North Meadows Road for the purpose of the construction of a solar facility. The Town is currently preparing a Request for Proposals to release to solar developers for a rooftop solar project to achieve savings on the Town's electricity costs.*

***Two-Thirds Vote Required***

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 18.** To see if the Town will vote to authorize the Board of Selectmen, pursuant to MGL Chapter 59, Sec 38H enter into power purchase agreements for power generated by solar energy systems to be constructed at the Medfield DPW Town Garage at 55 North Meadows Road, former Landfill, or any other solar energy systems on Town-owned land or buildings, or do or act anything in relation thereto.

**(Board of Selectmen)**

*This article provides the authority to the Board of Selectmen to negotiate and enter into power purchase agreements with solar developers for potential solar projects at the DPW Town Garage, former landfill, or other Town-owned land or buildings. A power purchase agreement is a commitment to purchase power produced by solar panels at a negotiated, reduced rate for a 20-year period, achieving savings on electricity over that time period.*

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 19.** To see if the Town will vote to authorize the Board of Selectmen to negotiate and enter into tax agreements for personal property taxes for solar energy systems at the following locations: Kingsbury Club (Assessors' Map 56, Parcel 045), 106 Adams Street (Assessors' Map 6, Parcel 024), Town of Medfield Landfill (Assessors' Map 48 Lots 027, 031, and 032), and the Medfield Town Garage (Assessors' Maps 42 Lot 140 Map 48, Lot 027), and any other solar energy systems to be sited at other locations in the Town of Medfield; or do or act anything in relation thereto.

**(Board of Selectmen)**

*This article provides the authority to the Board of Selectmen to negotiate and enter into tax agreements with solar developers for the payment of personal property taxes incurred by new*

*solar projects. The Board of Selectmen has negotiated tax agreements with solar developers for an installation at the Kingsbury Club and at 106 Adams Street, and is now seeking Town Meeting approval to sign the tax agreements. This article would also allow the Board of Selectmen to negotiate and enter into tax agreements for potential new projects not yet proposed in Medfield. If the Town enters into Power Purchase Agreements with developers for space on Town-owned land, the developer will request to enter into a tax agreement with the Town.*

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 20.** To see if the Town will vote to authorize the Board of Selectmen to dispose of, by sale or ground lease, two parcels of Town-owned land shown as “Parcel 1-B” and “Lot 3-2” on a plan of land captioned “Plan of Land, Medfield, Massachusetts” prepared by GLM Engineering, 19 Exchange Street, Holliston, MA 01746 dated April 14, 2021, containing 20,818 +/- sf (Parcel 1-B) and 20,818 +/- sf (Lot 3-2), to be recorded at the Norfolk County Registry of Deeds, to be combined with the 5.48 acres previously authorized for disposition by vote on Article 26 at 2019 Annual Town Meeting to the approved private developer, selected by RFP process pursuant to the provisions of GL Chapter 30B Section 16, to develop and construct single or two family dwelling units to be made available to senior households qualifying for market rate or affordable housing on such terms and conditions as the Board of Selectmen determine to be in Town’s interests and, if deemed necessary or desirable, to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to enact special legislation to enable said development, and/or construction, or do or act anything in relation thereto.

**(Board of Selectmen/Affordable Housing Trust)**

*The purpose of this article is to acquire additional land from The Council on Aging (Parcel ID 56-043) and Lot 3 (Parcel ID 56-044) to accommodate a shift in the proposed senior housing development previously approved by Town meeting in 2019 for up to thirty single and duplex units for seniors. The current proposal is for 24 units with 6 units dedicated as affordable units.*

***Two-Thirds Vote Required***

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE WILL BE HEARD**

---

**Article 21.** To see if the Town will vote to authorize the Board of Selectmen to initiate the process of seeking to aggregate electrical load through a Community Choice Aggregation Program (CCA) and contract for Medfield residents as authorized by M.G.L. 164, Section 134, and through CCA, decrease greenhouse emissions for the Town’s residents by pursuing a percentage of Class I designated renewable energy that is greater than that required by the Massachusetts Renewable Portfolio Standard (RPS); or do or act anything in relation thereto.

**(Medfield Energy Committee)**

*CCA is a program that allows local governments to procure power on behalf of their residents from an alternative supplier while still receiving transmission and distribution service from their existing utility provider (Eversource in Medfield). Nearly half of Massachusetts cities and towns have engaged with CCA programs since this was authorized by the Mass. Utility Restructuring Act (1997). Massachusetts was first, but today, seven states have programs that serve more than five million customers nationwide. Through a competitive bidding process for electricity supply, the Town has an opportunity to get a better price and add additional renewable energy sources to our electricity. The warrant article allows the Town to explore aggregation but does not obligate it to pursue aggregation if conditions are not favorable.*

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 22.** To see if the Town will adopt the following resolution: Greenhouse gas content of our atmosphere has increased alarmingly as a result of human activities with negative impact on our climate as evidenced by rising temperatures, rising sea level and ocean acidity, increased flooding with more intense and frequent storms, droughts, forest fires, other unpredictable weather patterns and increased health risks. Therefore, the Town of Medfield supports a goal of eliminating or offsetting all greenhouse gas emissions originating in the Town by the year 2050 or earlier (known hereafter as the Net Zero 2050 goal); and encourages the Board of Selectmen, all Town Boards and Committees, and residents and businesses to take action in the furtherance of Medfield's Climate Goal by developing a Net Zero Action Plan by March 2022 that outlines specific strategies and sets measurable, attainable and realistic interim targets aligned with State and Federal goals, roadmaps and incentives; or do or act anything in relation thereto.

**(Medfield Energy Committee)**

*This nonbinding warrant article will affirm the State Net Zero 2050 goal for Medfield and charge the Town to create a living, evolving plan to be a roadmap for how the Town and its residents and businesses can responsibly reduce greenhouse gas emissions that contribute to climate change, leading to net zero emissions by 2050 or sooner.*

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 23.** To see if the Town of Medfield will vote to rezone parcel ID 43-030, 37 Janes Avenue from Business-Industrial (BI) to Business (B) as shown on the map titled "Proposed Rezone of 37 Janes Avenue" dated 6/3/19 which is on file with the Town Clerk and Planning Department; and to amend the Zoning Map accordingly or do or act anything in relation thereto.



(Planning Board)

*This amendment rezones one residential use parcel located in the BI zoning district to the B zoning district. The property is contiguous with B zoning. B zoning provides for the ability to apply for a special permit from the ZBA for an accessory apartment. BI does not.*

***Two-Thirds Vote Required***

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 24.** To see if the Town of Medfield will vote to amend the Medfield Town Code Chapter 300 Zoning Attachment 1 Table of Use Regulations, by adding the new section as follows:

	Use	A	RE	RT	RS	RU	B	BI	IE
<b>4.</b>	<b>Commercial/Business (See Article 14)</b>								
<b><u>PROPOSED</u></b> <b>4.10c.</b>	<b>Adult-only retail tobacco and/or vape store</b>	<b>NO</b>	<b>NO</b>	<b>NO</b>	<b>NO</b>	<b>NO</b>	<b>NO</b>	<b>NO</b>	<b>NO</b>

And further, to see if the Town of Medfield will vote to amend the Medfield Town Code Chapter 300 Article 2.1, by adding the definition in appropriate alphabetical order:

**ADULT-ONLY RETAIL TOBACCO AND/OR VAPE STORE:** An establishment whose primary purpose is to sell or offer for sale but not for resale, tobacco products and tobacco paraphernalia, and/or any electronic nicotine delivery system, such as e-cigarettes and vaping products, and in which the entry of minor persons under the minimum legal sales age is prohibited at all times, and that checks customer identification for age verification, and is

required to have a valid permit for the retail sale of tobacco and nicotine products issued by the Medfield Board of Health or do or act anything in relation thereto.

**(Planning Board)**

*This section of the Table of Use Regulations would prohibit establishments that only sell vape, tobacco products, and paraphernalia in Medfield.*

***Two-Thirds Vote Required***

**Board of Selectmen will be heard  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 25.** To see if the Town of Medfield will vote to amend the Medfield Town Code Chapter 300 Zoning Attachment 1 Table of Use Regulations, by adding the new section as follows:

	Use	A	RE	RT	RS	RU	B	BI	IE
<b>4.</b>	<b>Commercial/Business (See Article 14)</b>								
<b><u>PROPOSED</u></b>									
<b>4.2a.</b>	<b>Food Trucks / Mobile Food Vendors</b>	<b>NO</b>	<b>NO</b>	<b>NO</b>	<b>NO</b>	<b>NO</b>	<b>PB</b>	<b>PB</b>	<b>PB</b>

Or do or act anything in relation thereto.

**(Planning Board)**

*This section of the Table of Use Regulations would allow the non-permanent placement of food trucks / mobile food vendors on property with permission of the property owner in certain zoning districts via a Determination of Change of Use per Section 300-14.12.A (Site Plan Approval) by the Planning Board. Determinations will be made based on review of the impacts of such use, hours of operation, proposed location(s), noise, odors, traffic, circulation, parking, trash/waste, seating, access to facilities, signage, permission from property owner, etc. special town-wide events, one-day mobile food sales in the Right-of-Way or on any town-owned property, or catering of private parties in residential zoning districts are not affected by this bylaw. Mobile food vendors may also require approvals by the Board of Selectmen and/or Board of Health.*

***Two-Thirds Vote Required***

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 26.** To see if the Town will vote to amend the Town Code of Medfield, MA, Chapter 300, Zoning, Article 6 Area, Height and Bulk Regulations, Paragraph 6.2 Area Regulations by adding new subsection 4 as follows (shown in **bold**):

G. Only the following projections into required yards or other required open spaces are permitted:

(1) A balcony or bay window limited in total length to 1/2 the length of the building shall project not more than two feet.

(2) Open terrace, steps or stoop under four feet in height shall project not more than 1/2 of the required yard setback.

(3) Steps or stoop over four feet in height, window sill, belt course, chimney, roof eave, fire escape, fire tower, storm enclosure or similar architectural features shall not project more than two feet into the required yard setback area.

**(4) Decks, porches, or similar features are subject to the requirements of the Table of Area Regulations adopted in accordance with § 300-6.2 of the Medfield Zoning Bylaw, except that the Board of Appeals may, in Districts RE, RT, RS and RU, by special permit as specified in § 300-14.10E, allow a lesser setback not to exceed 6 feet less than the required front or rear setback for the zoning district. The proposal must also comply with all other dimensional requirements including lot coverage. Any special permit that may be granted may be conditioned that any portion of the structure within the required setback may never be fully enclosed as an expansion of the dwelling.**

Or do or act anything in relation thereto.

**(Planning Board)**

*The purpose of this proposed bylaw amendment is to add a section which would allow the Board of Appeals to review and approve, on a case-by-case basis via public hearing, the encroachment of covered or uncovered decks, porches, etc., into the required front or rear setback via special permit. The current process requires a variance which has strict statutory requirements which cannot typically be lawfully applied since most deck or porch extensions are for more functional and subjective proposes.*

***Example:***

Zoning District	Front Setback	Rear Setback
<b>RE</b>		
existing	40'	50'
proposed	34'	44'

RT		
existing	40'	50'
<i>proposed</i>	34'	44'
RS		
existing	30'	40'
<i>proposed</i>	24'	34'
RU		
existing	20'	30'
<i>proposed</i>	14'	24'

***Two-Thirds Vote Required***

**Board of Selectmen will be heard  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

**Article 27.** To see if the Town will vote to amend the Town Code of Medfield, MA, Chapter 300, Zoning, Article 6 Area, Height and Bulk Regulations, Paragraph 6.2 Area Regulations K as follows:

In any R District, permitted accessory buildings shall conform to the following provisions: They shall be not less than 60 feet from any street lot line, except for a garage on a corner lot, which shall be set back at least the same distance as the front yard setback for the adjacent lot; and they shall be set back from side and rear lot lines at least the distance specified in the Table of Area Regulations, provided that one accessory structure that will not exceed ~~15 feet by 10 feet~~ **200 square feet**, and not exceeding 12 feet in height, shall be allowed to be located in the rear yard with a setback to the rear lot line of no less than 20 feet and side lot line of no less than 12 feet.

Or do or act anything in relation thereto.

**(Planning Board)**

*The purpose of this proposed bylaw amendment is to align with the provisions of the Massachusetts State Building Code which do not require a building permit for accessory structures (i.e. sheds, barns) under 200 sf and delete the confusing specific size requirement. This amendment would require a building permit and code review for accessory structures but leave the setback requirements as-is.*

***Two-Thirds Vote Required***

**Board of Selectmen will be heard  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 28.** To see if the Town will vote to amend the Town Code of Medfield, MA, Chapter 300, Zoning, Article 19 by deleting the existing section in its entirety and replacing it as follows:

**CHAPTER 300. ZONING**

**ARTICLE 19: SOLAR PHOTOVOLTAIC FACILITIES OVERLAY DISTRICT (PVOD)**

**§ 300-19.1 Purpose.**

The purpose of this Article is to promote and regulate the use of residential, commercial and municipal Solar Energy Systems (SES) within the Town of Medfield and encourage their location and use in a manner which minimizes negative visual and environmental impacts on scenic, natural and historic resources and to the residents of Medfield. In the event of conflicting language, the provisions set forth in this section shall take precedence over all other sections of the Medfield Zoning Bylaws when considering applications related to the construction, operation and/or repair of Solar Energy Systems.

**§ 300-19.2 Applicability.**

The requirements of this Article shall apply to all Solar Energy Systems installed or modified in a manner that materially alters the type, configuration, or size of these installations or related equipment after the effective date of this Article, excluding general maintenance and repair.

**§ 300-19.3 Definitions.**

As used in this Article, the following terms shall have the meanings indicated:

**BY-RIGHT**

By-right shall mean that development may proceed without the need for a special permit, variance, amendment, waiver, or other discretionary approval; as-of-right development may be subject to site plan approval by the Planning Board pursuant to § 300-14.12 except as indicated in per table in § 300-19.5.

**GROUND-MOUNTED SOLAR PHOTOVOLTAIC ARRAY**

An SES that is directly structurally mounted on the ground, including a Large-Scale Ground-Mounted Solar Photovoltaic Array, a Medium-Scale Ground-Mounted Solar Photovoltaic Array, a Small-Scale Ground-Mounted Solar Photovoltaic Array and a Solar Parking Canopy Solar Photovoltaic Array.

**LARGE-SCALE GROUND-MOUNTED SOLAR PHOTOVOLTAIC ARRAY**

An SES that is structurally mounted on the ground and is not roof-mounted, and has a Rated Nameplate Capacity equal to 250 kW DC or greater.

**MEDIUM-SCALE GROUND MOUNTED SOLAR PHOTOVOLTAIC ARRAY**

An SES that has a Rated Nameplate Capacity of between 10 kW and 250 kW DC and is structurally mounted on the ground, not roof-mounted.



## **PARKING CANOPY SOLAR PHOTOVOLTAIC ARRAY**

A roof application of a Ground-Mounted Solar Photovoltaic Array that is installed on top of a functional parking surface (striped, in use) that maintains the function of the area beneath the canopy; also known as solar carports which provide some protection or shelter to vehicles or equipment parked or stored below.

## **RATED NAMEPLATE CAPACITY**

The maximum rated output of electric power production of the SES in direct current (DC).

## **RELATED EQUIPMENT OR FACILITIES**

Any equipment, building, structure, access way, landscaping or other means used to support the operation, or disguise the appearance, of a solar photovoltaic tower, antenna, or transmitting or receiving equipment of any kind.

## **ROOF-MOUNTED SOLAR ENERGY SYSTEM:**

An SES that is structurally mounted to and confined to the limits of the roof of a building or structure. This is intended to serve as an accessory use to the primary use on the property and may be used to provide electricity, hot water, or space heating and cooling.

## **SOLAR ENERGY SYSTEM (SES)**

A device whose primary purpose is the collection, storage, and distribution of solar energy for space heating or cooling, electricity generation, or water heating, which can be ground mounted or rooftop mounted. Solar Energy Systems include photovoltaic panels, mounting structures, transmission lines and any other equipment, or structure, including access ways or landscaping, used to support solar photovoltaic activities.

## **SMALL-SCALE GROUND MOUNTED SOLAR PHOTOVOLTAIC ARRAY**

A Solar Energy System that is equivalent to a rated nameplate capacity of up to 10 kW and is structurally mounted on the ground, not roof-mounted.

### **§ 300-19.4 Solar Photovoltaic Overlay District.**

In order to allow new Solar Energy Systems (SES) to be located efficiently and in areas that will have the least visual and environmental impact, there is hereby created the following Town-wide Solar Photovoltaic Overlay District (PVOD) consisting of the following subdistricts:

- Large-Scale Ground-Mounted Solar Photovoltaic Overlay Subdistrict – This district shall consist of the following land and parcels: All land and parcels within the boundaries of the Industrial Extensive (IE) Zoning District shown on the Zoning Map and as described

in Article 3 elsewhere in this Bylaw.

- Medium-Scale Ground-Mounted Solar Photovoltaic Overlay Subdistrict – This district shall consist of the following land and parcels: All land and parcels within the boundaries of the Industrial Extensive (IE), Business (B), Business Industrial (BI), and Agricultural (A) Zoning Districts shown on the Zoning Map and as described in Article 3 elsewhere in this Bylaw.
- Small-Scale Ground-Mounted Solar Photovoltaic Overlay Subdistrict – This district shall consist of the following land and parcels: All land and parcels within the boundaries of the Industrial Extensive (IE), Business (B), Business Industrial (BI), Agricultural (A), and all Residential (RE, RT, RS, RU) Zoning Districts shown on the Zoning Map and as described in Article 3 elsewhere in this Bylaw.
- Solar Parking Canopy Solar Photovoltaic Overlay Subdistrict – This district shall consist of the following land and parcels: All land and parcels within the boundaries of the Industrial Extensive (IE), Business (B), Business Industrial (BI), and Agricultural (A) Zoning Districts shown on the Zoning Map and as described in Article 3 elsewhere in this Bylaw.
- Roof-Mounted Solar Photovoltaic Overlay Subdistrict – This district shall consist of the following land and parcels: All land and parcels within the boundaries of the Industrial Extensive (IE), Business (B), Business Industrial (BI), Agricultural (A), and all Residential (RE, RT, RS, RU) Zoning Districts shown on the Zoning Map and as described in Article 3 elsewhere in this Bylaw.
- Municipal Solar Photovoltaic Overlay Subdistrict – This district shall consist of the following land and parcels: All municipally-owned land and parcels, buildings and structures within the boundaries of the Industrial Extensive (IE), Business (B), Business Industrial (BI), Agricultural (A), and all Residential (RE, RT, RS, RU) Zoning Districts shown on the Zoning Map and as described in Article 3 elsewhere in this Bylaw.

#### **§ 300-19.5 Scope of authority.**

The Solar Photovoltaic Facilities Overlay District (PVOD) shall be considered as overlying other use districts established by this Bylaw. Within the PVOD, the requirements of the underlying district continue to apply such as all uses permissible and as regulated within the underlying district, including uses requiring site plan approval and all uses permitted by special permit in the underlying district at that location may be allowed upon the issuance of a special permit by the designated special permit granting authority under such conditions as the Board may require, except as may be specifically superseded herein and in the table below.

**Table 19.5**

<b>Sub-district Name</b>	<b>Allowable Districts</b>	<b>Permitting Process</b>	<b>Dimensional Requirements</b>
Large Scale Ground Mounted	IE	By-right with SPA	As Noted
Medium Scale Ground Mounted	IE, B, BI, A	By-right with SPA	As Noted
Small Scale Ground Mounted	IE, B, BI, RE, RT, RS, RU, A	By-right	Underlying Zoning District
Solar Parking Canopy	IE, A	By-right with SPA	As Noted
	B, BI	PB-SP	
Roof-Mounted (all sizes)	IE, B, BI, RE, RT, RS, RU, A	By-right	As Noted
Municipal (all sizes of Ground-Mounted, Parking Canopy, and Roof-Mounted)	IE, B, BI, RE, RT, RS, RU, A	By-right with SPA	As Noted

D. Roof-Mounted Solar Energy Systems of any size shall be permitted as a by-right accessory use in all use districts. The installation of Roof-Mounted Solar Energy Systems shall not be considered a change, extension or alteration that requires a finding by the Zoning Board of Appeals per M.G.L. c.40A s.6 if the Roof-Mounted Solar Energy System meets the following requirements:

- (1) comply with the regulations provided in this section; and
- (2) are located on properties with nonconforming uses or structures; and
- (3) does not increase the nonconformity of such nonconforming uses or structures except with respect to the dimensions of the Roof-Mounted Solar Energy System in question.

E. Municipal Solar Energy Systems: Notwithstanding the Solar Energy Use Provisions above, Solar Energy Systems, whether ground-mounted, parking canopy, or roof-mounted of any scale, may be installed as of right on municipally-owned or leased property in all zoning districts. Ground-mounted Solar Energy Systems on municipally-owned or leased land require site plan review. The same dimensional, design and general requirements that apply

to privately installed and operated Solar Energy Systems shall apply to Solar Energy Systems installed on municipally-owned property.

- F. Where Solar Energy Systems would be installed in a Historic District, the system shall require approval by the Historic District Commission.

#### **§ 300-19.6 Siting of Solar Energy Systems**

The establishment of Large-Scale Ground-Mounted Solar Photovoltaic Array, Medium-Scale Ground-Mounted Solar Photovoltaic Array, and Parking Canopy Solar Photovoltaic Array shall be allowed by right in the Industrial-Extensive Zone and subject to site plan approval in accordance with § 300-14.12 and a building permit, provided that the following minimum requirements are met. Parking Canopy Solar Photovoltaic Arrays shall be allowed by special permit in Business and Business Industrial zones and are subject the site plan approval and the following requirements.

- A. Site control. The project proponent shall submit documentation of actual access and control of the project site sufficient to allow for construction and operation of the proposed solar photovoltaic installation.
- B. Operation and maintenance plan. The project proponent shall submit a plan for the operation and maintenance of the Large-Scale Ground-Mounted, Medium-Scale Ground-Mounted SES or Solar Parking Canopy, which shall include measures for maintaining safe access to the installation, stormwater controls, as well as general procedures for operational maintenance of the installation.
- C. Utility notification. No Ground-Mounted Solar Photovoltaic Array shall be constructed until written confirmation has been given to the Planning Board that the utility company that operates the electrical grid where the installation is to be located has been informed of the solar photovoltaic installation owner's or operator's intent to install an interconnected customer-owned generator and its acceptance of the owner's or operator's request to connect to the grid. Off-grid systems shall be exempt from this requirement.

#### **§ 300-19.7 Dimension, density, and parking requirements.**

- A. For Large-Scale Ground-Mounted Solar Photovoltaic Arrays, front, side and rear setbacks shall be as follows:
  - (1) Minimum lot area: 40,000 square feet.
  - (2) Minimum front setback: 50 feet.\*
  - (3) Minimum side setback: 100 feet.\*
  - (4) Minimum rear setback: 50 feet.\*
  - (5) Maximum lot coverage: 90%.
  - (6) Lot width, lot depth, perfect square: none required.

- (7) Height. Height shall be determined by each individual panel measured to the grade level beneath that panel and shall not exceed 18 feet from the preexisting natural grade.
  - (8) Parking requirement. No additional parking is required for this use as long as there is no full-time on-site system operator required following installation of the large-scale solar photovoltaic installation.
- B. For Medium-Scale Ground-Mounted Solar Photovoltaic Arrays, front, sides, and rear setbacks shall be as follows:
- (1) Minimum lot area: 20,000 square feet.
  - (2) Minimum front setback: 25 feet.\*
  - (3) Minimum side setback: 20 feet.\*
  - (4) Minimum rear setback: 20 feet.\*
  - (5) Maximum lot coverage: 90%.
  - (6) Lot width, lot depth, perfect square: none required.
  - (7) Height: Height shall be determined by each individual panel measured to the grade level beneath the panel and shall not exceed 18 feet from the preexisting natural grade.
- C. Small-Scale Ground-Mounted Solar Photovoltaic Arrays shall be constructed in accordance with the bulk and dimensional requirements applicable to accessory structures in the underlying district as defined in elsewhere in the Zoning Bylaw.
- D. Parking Canopy Solar Photovoltaic Arrays shall be allowed where parking is permitted and shall be constructed in accordance with the bulk and dimensional requirements applicable to parking in the underlying district as defined in elsewhere in the Zoning Bylaw, except as otherwise provided herein:
- (1) Setbacks: Parking Canopy Solar Photovoltaic Array of any size in any zone shall meet setback requirements for accessory structures in underlying zone.\*
  - (2) If parking canopy abuts a Residential Use additional setbacks may be required at the discretion of the Planning Board.\*
  - (3) Height: Height shall be determined by each individual panel measures to the grade level beneath the panel and shall meet height requirements in the underlying zone; not to exceed the height of the principal building structure. The minimum height should be 14' at the lowest point to allow for vehicles to pass below.
- E. \*Setbacks for Ground-Mounted Solar Photovoltaic Arrays or Municipal Solar Energy Systems may be increased or reduced if, in the opinion of the Planning Board based on evidence submitted by applicant, existing and/or proposed screening will be adequate to

minimize visual impact (as described in § 300-19.10D). Under no circumstance will setbacks be reduced to less than the dimensional requirements for the zoning district. A special permit may be granted by the Planning Board for by-right ground mounted systems for reduced setbacks.

F. For Roof-Mounted Solar Energy Systems or Municipal Solar Energy Systems dimensional requirements shall be as follows:

- (1) Minimum lot area: None.
- (2) Setbacks: Roof-Mounted Solar Energy Systems shall comply with existing setbacks. Setbacks from the roofline shall comply with safety requirements in the State Building, Electrical, and Fire Codes.
- (3) Height: Roof-Mounted Solar Energy Systems shall be exempt from underlying height requirements, but shall not exceed 5' to the top of the SES when measured from the base of the roof to which the SES is affixed unless site plan approval allowing additional height is obtained from the Planning Board. Where the pitch of the roof is 15 degrees or greater, Roof-Mounted Solar Energy Systems shall be mounted parallel to the roof surface.

#### **§ 300-19.8 Appurtenant structures.**

All appurtenant structures to Ground-Mounted Solar Photovoltaic Arrays, including, but not limited to, equipment shelters, storage facilities, batteries or other electric storage, transformers and substations, should be screened from view from abutting properties and public ways by vegetation and/or joined or clustered, as determined by the Planning Board, to avoid adverse visual impacts on abutting properties or public ways.

#### **§ 300-19.9 Design standards.**

- A. Lighting. Lighting of Solar Energy Systems shall be consistent with local, state and federal law. Lighting of other parts of the installation, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be shielded from abutting properties. Lighting of the solar photovoltaic installation shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.
- B. Signage. Signs on Solar Energy Systems shall comply with the sign bylaw (Article 13), except that one additional sign no more than one square foot in area shall be required to identify the owner and provide a twenty-four-hour emergency contact information. Solar photovoltaic installations shall not be used for displaying any advertising except for identification of the manufacturer or operator of the solar photovoltaic installation.
- C. Utility connections. All utility connections from the Solar Energy Systems shall be underground; provided, however, that the Planning Board may waive this requirement as part of its site plan approval based on soil conditions, shape, and topography of the site and/or any requirements of the utility provider. Electrical transformers for utility interconnections may be above ground if required by the utility provider.

**§ 300-19.10 Safety and environmental standards for all ground mounted and parking canopy facilities.**

- A. Emergency services. The Solar Energy System owner or operator shall provide a copy of the project summary, electrical schematic, and site plan to the Fire Chief. The owner or operator shall coordinate and train local emergency services and develop an emergency response plan that includes a twenty-four-hour per day, seven days a week contact. The means to shut down the Solar Energy Systems will be clearly marked. The owner or operator shall identify a responsible person for public inquiries throughout the life of the installation.
- B. Land clearing, soil erosion and habitat impacts. Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the Solar Energy Systems or otherwise prescribed by applicable laws, regulations, and bylaws. Herbicides shall only be applied by properly licensed personnel. Mowing, grazing, or using geotextile materials underneath the solar arrays may be permissible alternatives and require Planning Board approval as part of the site plan review.
- C. Impact on agricultural and environmentally sensitive land. The Solar Energy Systems shall be designed to minimize stormwater, temperature and other environmental impacts to agricultural and environmentally sensitive land, including abutting parcels, and to be compatible with continued agricultural use of the land whenever possible.
- D. Visual impact. Structures shall be shielded from view by vegetation and/or joined and clustered to minimize adverse visual impacts. Landscaping, natural features, opaque fencing and other suitable methods shall be utilized. Solar Energy Systems permitted under this Bylaw are bound by the buffer requirements found in Article 6 of this Bylaw for parcels that adjoin residential districts. Additionally, a screening plan shall be submitted ensuring that the solar arrays and any appurtenant structures do not create a glare concern for adjacent residences and are screened from roads and from adjacent lots by a minimum twenty-five-foot-wide buffer strip and shall contain a screen of plantings not less than five feet in width and six feet in height at the time of operation of the facility or such greater height as required by the Planning Board depending on the location of the site. The Planning Board may alter or waive this requirement if such screening would have a detrimental impact on the operation and performance of the array, or would prove to be ineffective for the site. A diversity of plant species shall be used, with a preference for species native to New England. Use of invasive plants, as identified by the most recent copy of the "Massachusetts Prohibited Plant List" maintained by the Massachusetts Department of Agricultural Resources, is prohibited.
- E. Noise. Noise generated by Solar Energy Systems and associated equipment and machinery shall conform to applicable state noise regulations, including the DEP's Division of Air Quality noise regulations, 310 CMR 7.10.
- F. Security. Installation of fencing and or other access control measures shall be employed to limit access to the Solar Energy Systems to facility personnel and emergency responders. Outdoor access control measures shall be compatible with the character of the area in which they are installed and shall be approved by the Planning Board as part of the site plan

review. In the application, the applicant shall provide a description of all access control measures planned for the proposed installation.

**§ 300-19.11 Monitoring and maintenance for all ground mounted and parking canopy facilities.**

- A. Solar Energy System conditions. The Solar Energy System owner or operator shall maintain the facility in very good condition. Maintenance shall include, but not be limited to, painting, structural repairs, trash removal, pest control, and integrity of security measures. Site access shall be maintained to a level acceptable to the Town Public Safety Officials. The owner or operator shall be responsible for the cost of maintaining the Solar Energy Systems and any access road(s), unless accepted as a public way.
- B. Modifications. Any modifications to a Solar Energy System made after issuance of the required building permit shall require approval by the Planning Board in accordance with § 300-14.12.
- C. Removal requirements.
  - (1) Any Ground-Mounted Solar Photovoltaic Array which has reached the end of its useful life or has been abandoned consistent with Subsection **D** of this Section shall be removed. The owner or operator shall physically remove the installation no more than 150 days after the date of discontinued operations. The owner or operator shall notify the Planning Board and Building Commissioner by certified mail of the proposed date of discontinued operations and plans for removal.
  - (2) Decommissioning shall consist of:
    - (a) Physical removal of all ground-mounted solar photovoltaic installations, structures, equipment, security barriers and transmission lines from the site.
    - (b) Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.
    - (c) Stabilization and revegetation of the site as necessary to minimize erosion. The Planning Board may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation. Otherwise, the site shall be brought back to its original condition or better with new trees planted.
- D. Abandonment. Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, the Solar Energy System shall be considered abandoned when it fails to operate for more than six months without the written consent of the Planning Board. If the owner or operator of the solar photovoltaic installation fails to remove the installation in accordance with the requirements of this section within 150 days of abandonment or the proposed date of decommissioning, the Town may take appropriate enforcement action, including pursuing all available civil or criminal penalties.
- E. Failure to comply with regulation. If an applicant fails to comply with the requirements of this regulation the Town may elect to enforce the regulation by revoking the license granted



to the applicant, by entering the property and removing the installation, which expenses shall be paid by the applicant or landowner within 30 days of notice by the Town. If such expenses are not paid in full, the Town may impose a lien. In addition, the applicant or landowner shall be liable jointly and severally for all expenses the Town incurs in obtaining judicial enforcement of this Article.

**§ 300-19.12 Contents of application for large and medium scale ground mounted and parking canopy facilities.**

- A. Prior to the issuance of a building permit for a Solar Energy System, plans for the proposed facilities shall be submitted to the Planning Board for site plan review. In addition to the requirements of § 300-14.12 for site plan approval, applications for a Solar Energy System shall also include:
- (1) A site plan showing:
    - (a) Property lines and physical features, including access roads for the project site.
    - (b) A locus map showing the site in relationship to the properties, easements, and roadways in reasonable proximity thereto, including buildings, structures driveway openings, off-street parking and all public or private ways.
    - (c) Proposed changes to the landscape of the site, grading, vegetation clearing and planting, exterior lighting, screening vegetation and structures.
    - (d) Elevations and/or photo simulations of the proposed facility from the nearest public way and possibly other locations at the discretion of the Planning Board.
    - (e) Drawings of the Solar Energy System signed by a professional engineer licensed to practice in the Commonwealth of Massachusetts showing the proposed layout of the system and any potential shading from nearby structures.
    - (f) One- or three-line electrical diagram detailing the Solar Energy System, associated components, and electrical interconnection methods, with all National Electrical Code compliant disconnects and overcurrent devices.
    - (g) A stormwater runoff evaluation that includes water and temperature impacts to receptors and a stormwater management plan to mitigate impacts.
    - (h) An erosion and sedimentation control plan.
    - (i) Documentation of the major system components to be used, including the panels, mounting system, and inverter.
    - (j) Name, address, and contact information for proposed system installer.
    - (k) Name, address, telephone number and signature of the project proponent, as well as all co-proponents and/or property owners, if any.

- (1) The name, contact information and signature of any agents representing the project proponent.
  - (2) Documentation of actual or prospective access and control of the project site.
  - (3) An operation and maintenance plan.
  - (4) Documentation of the major system components to be used, including the electric generating photovoltaic panels, mounting system, inverter, etc. shall be provided [including applicable material safety data sheets (MSDS)].
  - (5) A list of any hazardous materials proposed to be located on the site in excess of household quantities and a plan to prevent their release to the environment, as appropriate, [including applicable material safety data sheets (MSDS)].
  - (6) A decommissioning plan in compliance with § 300-19.11C.
  - (7) Zoning district designation for the parcel(s) of land comprising the project site [submission of a copy of a Zoning Map with the parcel(s) identified is suitable for this purpose].
  - (8) Proof of liability insurance.
  - (9) Description of financial surety as required by § 200-19.11E.
  - (10) Photometric plan for any required site lighting with specific cutsheet details.
  - (11) A rendering or photo simulation showing the proposed project at completion.
  - (12) Locations of wetlands and priority habitat areas defined by the Natural Heritage and Endangered Species Program (NHESP); the applicant shall provide evidence of compliance with these regulations.
  - (13) Plans showing provision of water, including that needed for fire protection.
  - (14) Plans showing existing trees of six inches caliper or larger.
- B. The Planning Board may waive documentary requirements as it deems appropriate. All waiver requests must be written on the site plan.

**§ 300-19.13 Review of application.**

- A. Notice of application to Planning Board shall be filed by the applicant with the Town Clerk, who shall date stamp it and forward a copy of the notice to the Planning Board. Upon receipt of an application, the Town Planner shall review it for completeness and file a determination of completeness or a notice of missing items with the Town Clerk within 21 days of the date stamped on the notice by the Town Clerk unless an extension of time is agreed to in writing by the applicant. A copy of this notice shall also be sent to the applicant.

- B. Following the procedures and review criteria of § 300-14.12 and the requirements of this Article, the Planning Board shall review the application and file its site plan decision with the Town Clerk within 120 days of a determination of completeness by the Town Planner. Failure by the Planning Board to take final action and file its decision with the Town Clerk within the allotted time, unless an extension of time is agreed to in writing by the applicant, shall be deemed to be approval of the site plan.

**§ 300-19.14 As-built plans.**

Engineer-stamped as-built plans shall be submitted to the Building Commissioner before a certificate of completion or occupancy may be issued.

**§ 300-19.15 Changes in ownership.**

The Building Commissioner and Planning Board shall be notified at least 30 days in advance of any proposed change in the owner or operator of a large and medium ground-mounted and parking canopy solar photovoltaic installation, which notice shall include the contact information of the proposed new owner/operator. A change in ownership shall require advance approval by the Planning Board. Such approval shall not be unreasonably withheld and shall be based principally on the experience and financial strength of the proposed new owner.

**§ 300-19.16 Annual reporting.**

The owner or operator of the installation shall submit an annual report to the Building Commissioner and the Planning Board which certifies compliance with the requirements of this Bylaw and their approved site plan, including control of vegetation, stormwater, noise standards, emergency response and adequacy of road access, by January 15 of each year.

**§ 300-19.17 Severability.**

If any provision herein is determined to be unlawful, it shall be severed from this Article and all remaining provisions shall remain in force and effect.

And further, to see if the Town will vote to amend the Medfield Town Code Chapter 300 Zoning Attachment 1 Table of Use Regulations, by making the following changes:

	Use	A	RE	RT	RS	RU	B	BI	IE
4.32	Solar Energy Systems (see § 300-19, PVOD)								

or do or act anything in relation thereto.

**(Planning Board)**

*This article replaces the existing Article 300-19 to broaden its authority from only regulating large scale ground mounted solar energy systems to include provisions and requirements to permit medium and small-scale ground-mounted PV in certain locations throughout Town, to create additional language for medium and small ground-mounted installations, to allow solar energy system installations on municipally owned properties throughout Town, to create*

*additional language to allow PV Canopies over parking lots in certain locations, and to specify that accessory rooftop PV installations are by-right on buildings throughout Town.*

***Two-Thirds Vote Required***

**Board of Selectmen will be heard  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 29.** To see if the Town will vote to recommend that the Medfield School Committee and School Building Committee amend its proposal to the Massachusetts School Building Authority to keep Dale Street School at its current site for grades 4-5, as was implied in the 2018 Town Meeting Warrant Article, that funded the Feasibility Study, and to re-evaluate the certified enrollment projection provided in October 2018 so that it is based on actual student numbers.

This article seeks to give the citizens of Medfield a meaningful voice in deciding the location of an elementary school for the following reasons:

- When the Town voted in 2018 to fund the \$1-million Feasibility Study, it was for the addition and/or renovation or replacement of Dale Street Elementary School located at 45 Adams Street implying the current grade 4-5 school would remain where it is, and not result in a long-term liability for taxpayers or the addition of yet another building to town inventory;
- No public forum was ever held on site selection prior to the School Building Committee vote, and despite a community survey and citizen letters expressing a clear preference for the Dale Street site, the SBC voted to relocate grades 4-5 to a new school at Wheelock – a location also in contrary to MSBA statute 963 CMR 2.05 stating a preference for a school location that “shall be proximate to other facilities such as libraries, museums, parks, natural resources, nature study areas and businesses, which would enhance the proposed educational program” (note: Dale Street provides easy access to all six during the school day);
- Medfield voters previously approved the purchase/donation of Wheelock land as part of concerted wellfield protection initiatives, so siting a second school in the Elm Street location is counter to Town wishes and harms environmentally sensitive contiguous open space;
- Placement of a second school on Elm Street will result in four schools located within one mile of each other making existing traffic problems worse and creating new traffic problems that didn’t exist before, while also creating public safety issues for student walkers and bikers, plus increased police/fire/EMT response times; and

- A larger, more expensive school is being proposed than is necessary based on actual vs. original projected student enrollment numbers, and project costs publicized at the time the SBC voted to relocate grades 4-5 to Wheelock, did not take into account the additional expense of re-use or abandonment of Dale Street School, field replacements, infrastructure needs beyond water, and long-term traffic mitigation;

or do or act anything in relation thereto.

**(Citizens Petition)**

**Board of Selectmen will be heard  
WARRANT COMMITTEE WILL BE HEARD**

**Article 30.** To see if the Town will vote to establish a committee charged with creating a Medfield Town Bylaw to govern school building projects that includes a School Building Committee appointment process led by the Town Moderator in keeping with Medfield School Policy and designed to engage citizens at large.

This article seeks to provide clarity with the formation of a study committee charged with either revising the existing Permanent Planning and Building bylaw (Article IV, 10-20), or creating a new bylaw, to encompass school building projects. This clarity is needed because Medfield Public School policy states that the Town Moderator is responsible for appointing members to the School Building Committee (as was past practice with the Medfield High School and Memorial School projects), yet that was not the process with the Dale Street School project. The Permanent Building and Planning Committee bylaw does not explicitly state its school project role, nor does it specify which public body or town officer is responsible for appointing School Building Committee members to ensure diverse community representation beyond specific expertise stated,

or do or act anything in relation thereto.

**(Citizens Petition)**

**Board of Selectmen will be heard  
WARRANT COMMITTEE WILL BE HEARD**

**Article 31.** To see if the Town will vote to amend the Code of the Town of Medfield to amend Chapter 235, Stormwater Management as follows:

Article I General Provisions Section §235-2 Definitions:

Add the following definitions to be inserted in proper alphabetical order:

AS-BUILT DRAWING: Drawings that completely record and document applicable aspects and features of conditions of a project following construction using Stormwater Management Plans derived from a Land Disturbance Permit.

BEST MANAGEMENT PRACTICE (BMP) – An activity, procedure, restraint, or structural improvement that helps to reduce the quantity or improve the quality of stormwater runoff or prevent pollutants from entering stormwater runoff.

CLEAN WATER ACT – The Federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.) as hereafter amended.

MUNICIPAL PHOSPHORUS REDUCTION REQUIREMENT: The amount by which Medfield must reduce its annual phosphorus load from land area within its jurisdiction that drains to the Charles River and its tributaries, as set forth in the MS4 General Permit, Appendix F, Table F-2 or F-3, as applicable.

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) STORM

WATER DISCHARGE PERMIT – A permit issued by United States Environmental Protection Agency or jointly with the State that authorizes the discharge of pollutants to waters of the United States.

PHOSPHORUS CONTROL PLAN: A plan developed in accordance with the requirements in the MS4 General Permit that is designed to reduce the amount of phosphorus in stormwater discharges from Medfield's MS4 to the Charles River and its tributaries.

STORMWATER AUTHORITY: The Medfield Department of Public Works, acting through its Director, or its authorized agent(s), board or commission.

TOTAL MAXIMUM DAILY LOAD or TMDL: the greatest amount of a pollutant that a water body can accept and still meet water quality standards for protecting public health and maintaining the designated beneficial uses of those waters for drinking, swimming, recreation, and fishing. A TMDL is also a plan, adopted under the Clean Water Act, specifying how much of a specific pollutant can come from various sources, including stormwater discharges, and identifies strategies for reducing the pollutant discharges from these sources so as not to violate Massachusetts surface water quality standards. (314 CMR 4.00, et seq.)

TOTAL SUSPENDED SOLIDS OR TSS: Undissolved organic or inorganic particles in water.

WASTE LOAD ALLOCATION: The maximum concentration or mass of a pollutant which can be discharged to a waterway from point sources without causing a violation of surface water quality standards as established in an applicable Total Maximum Daily Load (TMDL).

Add a New Article IV Discharges to the Municipal Storm Drain System, as follows:

ARTICLE IV. DISCHARGES TO THE MUNICIPAL STORM DRAIN SYSTEM.

§235-19. Purpose.

The purpose of this article, in conjunction with §270 Article III Water Pollution Abatement, is to regulate discharges to the municipal storm drain system in order to protect the Town of Medfield's water bodies and groundwater, and to safeguard the public health, safety, welfare and the environment. This article seeks to meet that purpose through the following objectives:

- A. to comply with the MS4 General Permit requirements for Total Maximum Daily Load (TMDL) controls in the Neponset River and Charles River watersheds; and
- B. establish minimum design standards for the regulation and control of stormwater runoff quantity and quality.

#### §235-20. Total Maximum Daily Load (TMDL) Compliance

The Town of Medfield has a Municipal Phosphorous Reduction Requirement that is being implemented to reduce phosphorus loading from its MS4 system in accordance with the MS4 General Permit, Appendix F, and the Charles River TMDL for Nutrients in the Upper/Middle Charles River. Medfield shall develop a town-wide Phosphorus Control Plan ("PCP") designed to reduce the towns applicable pollutant waste load allocations to the Charles River and its tributaries. The town-wide PCP shall be completed in phases as set forth in the MS4 General Permit, Appendix F, and shall be fully implemented no later than 2038. Compliance with the pollution reduction requirement shall be through BMPs that meet the pollutant removal percentages developed consistent with EPA Region 1's BMP Accounting and Tracking Tool (2016) or other BMP performance evaluation tool(s) provided by EPA Region 1 for nitrogen, phosphorus, zinc and TSS. Where other pollutants are at issue, such as for the bacteria TMDL in the Neponset River Watershed and the phosphorous TMDL in the Charles River, pollutant appropriate BMPs are required. Precise pollution reductions need not be calculated for the bacteria TMDL. If EPA Region 1 tools do not address the planned or installed BMP performance, then any federally or State-approved BMP design guidance or performance standards (e.g., the Massachusetts stormwater handbook and design guidance manuals) may be used to calculate BMP performance.

The Stormwater Authority may amend regulations, rules and/or written guidance relating to the terms, conditions, definitions, enforcement, fees, procedures, and administration of this Stormwater Management bylaw so long as they are not less stringent than those in the MS4 General Permit. Failure of the Stormwater Authority to issue such rules, or regulations, or a legal declaration of their invalidity by a court, shall not act to suspend or invalidate the effect of this bylaw.

#### §235-21. Standards

- A. The Stormwater Authority, when deemed necessary, shall delegate the Administrative Land Disturbance Review and Land Disturbance Permits administration and public hearings to existing Town boards, commissions and/or their agent(s).

- B. Control of stormwater runoff shall meet all federal and state requirements, including the Massachusetts Stormwater Management Standards Handbook (as amended), the requirements of the Town of Medfield's Subdivision of Land Stormwater Management Regulations methodologies and procedures used to design stormwater treatment practices and stormwater management practices shall accompany the design. All activities, project design, stormwater treatment practices and stormwater management practices should aim to minimize stormwater runoff, maximize infiltration and recharge where appropriate, and minimize pollutants in stormwater runoff.
- C. In addition to meeting the requirements of the Massachusetts Stormwater Standards, as required under the Town of Medfield MS4 Stormwater Permit all stormwater management systems shall meet the following criteria:
- (1) For new development sites all stormwater management systems shall be designed to:
- a) Retain the volume of runoff equivalent to, or greater than, one (1.0) inch multiplied by the total post-construction impervious surface area on the site AND/OR
  - b) Remove 90% of the average annual load of Total Suspended Solids (TSS) generated from the total post-construction impervious area on the site AND 60% of the average annual load of Total Phosphorus (TP) generated from the total post-construction impervious surface area on the site. Pollutant removal shall be calculated consistent with EPA Region 1's BMP Performance Extrapolation Tool or other BMP performance evaluation tool provided by EPA Region 1, where available. If EPA Region 1 tools do not address the planned or installed BMP performance any federally or State approved BMP design guidance or performance standards (e.g. State stormwater handbooks and design guidance manuals) may be used to calculate BMP performance.
- (2) For redevelopment sites stormwater management systems shall also improve existing conditions by be designed to the following criteria:
- a) Retain the volume of runoff equivalent to, or greater than, 0.80 inch multiplied by the total post-construction impervious surface area on the site AND/OR
  - b) Remove 80% of the average annual post-construction load of Total Suspended Solids (TSS) generated from the total post-construction impervious area on the site AND 50% of the average annual load of Total Phosphorus (TP) generated from the total postconstruction impervious surface area on the site. Pollutant removal shall be calculated consistent with EPA Region 1's BMP Performance Extrapolation Tool or other BMP performance evaluation tool provided by EPA Region 1 where available. If EPA Region 1 tools do not address the planned or installed BMP performance any federally or State approved BMP design guidance or performance standards (e.g. State



stormwater handbooks and design guidance manuals) may be used to calculate BMP performance.

- (3) The regulations shall promote Low Impact Development techniques where adequate soil, groundwater and topographic conditions allow. These may include but not be limited to reduction in impervious surfaces, disconnection of impervious surfaces, bioretention (rain gardens), and infiltration systems.
- (4) Applicants shall submit as-built drawings upon project completion. One digital copy as an AutoCAD dwg file, on Massachusetts State Plane Coordinate System, NAV83 (feet), and NAVD88 (feet), shall be submitted to the Stormwater Authority or its designee.

or do or act anything in relation thereto.

**(Department of Public Works)**

*The 2016 Massachusetts Small MS4 Permit (MS4 permit) requires municipalities to strengthen their post-construction stormwater management standards for new and re-development sites by updating their existing ordinances, bylaws or other regulatory mechanisms and requires that the updates be completed by June 30, 2021. In particular, the MS4 permit requires that the updated regulations for post-construction stormwater management for new and re-development sites be designed to remove the required amounts of Total Suspended Solids Load and Total Phosphorus load generated from impervious surfaces, such as paved areas or roofs on the development site prior to discharging. The proposed changes also acknowledge the Total Maximum Daily Loads (TMDLs) for bacteria and phosphorous that have been developed for the Neponset River and Charles River, respectively, and other minimum standards such as the need to submit as-built drawings.*

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 32.** To see if the Town will vote in accordance with the provisions of Chapter 40, Section 15C to designate each of the following roadways in the Town of Medfield as a "Scenic Road":

- Elm Street
- Plain Street
- Farm Street
- Nebo Street
- Millbrook Road

or do or act anything in relation thereto.

**(Planning Board, Conservation Commission, Historical Commission)**

*The Scenic Roads Act gives Planning Boards jurisdiction over the removal of any public shade trees or existing stone walls in a public way designated as a Scenic Road. The purpose of the Act is to protect the character of historic local roads by preventing the removal of key features-significant public shade trees and historic stone walls. To accomplish this, the Act requires that any proposal to remove public shade trees or stone walls must undergo a Planning Board public hearing to solicit public input, that the Board must then decide whether or not to allow the removal of the features, and, if so, to determine whether any conditions should be attached if removals are allowed.*

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE WILL BE HEARD**

---

**Article 33.** To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum of money to implement any Collective Bargaining Agreements between the Town of Medfield and the Medfield Police League; or do or act anything in relation thereto.

**(Board of Selectmen)**

*The current Police Union Contract expired on June 30, 2020. The Collective Bargaining Committee (CBC) and the Medfield Police Union have agreed to a two year contract for FY2021 and FY2022 which covers July 1, 2020 to June 30, 2022. The retroactive FY2021 amount reflects a 0% COLA increase, a one time COVID-19 stipend of \$1,500 and a one time payment of \$1,500 in lieu of a COLA for FY2021. Funding for the first year of the contract will be from available funds in the FY2021 budget.*

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 34.** To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum of money to implement any Collective Bargaining Agreements between the Town of Medfield and the Medfield Fire Union; or do or act anything in relation thereto.

**(Board of Selectmen)**

*The current Fire Union Contract expired on June 30, 2020. The Collective Bargaining Committee (CBC) and the Medfield Fire Union have agreed to a two year contract for FY2021 and FY2022 which covers July 1, 2020 to June 30, 2022. The retroactive FY2021 amount reflects a 0% COLA increase, a one time COVID-19 stipend of \$1,500 and a one time payment of \$750*

*in lieu of a COLA for FY2021. Funding for the first year of the contract will be from available funds in the FY2021 budget.*

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 35.** To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a \$1,500 retroactive, one time, COVID 19 stipend for non union front line town employees as set out by the Board of Selectmen; or do or act anything in relation thereto.

**(Board of Selectmen)**

*The Board of Selectmen would like to acknowledge and recognize our municipal front line employees in the Department of Public Works, the Inspections Department, and Animal Control for their work during the early months of the pandemic when our knowledge of the virus was not what it is today, our PPE was limited, there was no opportunity for these departments to work from home or close themselves off from public interactions.*

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 36.** To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum of money for the purpose of paying the following prior year bills incurred in FY2016 in the amount of \$165.00 and in FY2020 in the amount of \$177.08.

**(Board of Selectmen)**

*The above bills were not received until after the close of the fiscal year for FY2016 and FY2020. Since the general ledger books have been closed on those fiscal years, it is now necessary to appropriate a total of \$342.08 in order to provide payment on these invoices. This requires a Town Meeting vote of 80%.*

***Four- Fifths Vote Required***

**Board of Selectmen Recommends Passage  
WARRANT COMMITTEE RECOMMENDS PASSAGE**

---

**Article 37.** To see if the Town will 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 2022, or do or act anything in relation thereto.

**(Board of Assessors)**

*At the close of each fiscal year the Town Accountant submits financial statements to the Massachusetts Department of Revenue, which then certifies the amount of free cash available to the Town at the close of the fiscal year. The Warrant Committee will recommend an amount to be taken from free cash to reduce the tax rate at the end of the Annual Town Meeting.*

**WARRANT COMMITTEE WILL BE HEARD**

SEWER ENTERPRISE FUND  
FISCAL YEAR 2022  
ESTIMATED REVENUES AND EXPENDITURES

SEWER ENTERPRISE REVENUES & AVAILABLE FUNDS:

USER CHARGES	\$ 1,890,665	
SEWER AVAILABLE FUNDS	\$ 4,681	
SEWER FREE CASH	<u>\$ 275,000</u>	
TOTAL SEWER REVENUES		\$ 2,170,346

TOTAL COSTS APPROPRIATED IN THE SEWER DEPARTMENT

ORGANIZATION CODE 61-420-1 AND 61-420-2:

PERSONNEL	\$ 326,147
OPERATIONS	\$ 921,030
INFILTRATION INFLOW	\$ 50,000
EMERGENCY RESERVE FUND	<u>\$ 50,000</u>
SUB-TOTAL SEWER DEPARTMENT COSTS	\$ 1,347,177

INDIR/ALLOCATED EXPENSES APPROPRIATED IN OTHER

DEPARTMENTAL BUDGETS:

DEBT SERVICE:

PRINCIPAL 01-710-2	\$ 225,122	
INTEREST 01-751-2	<u>\$ 29,620</u>	
TOTAL DEBT SERVICE		\$ 254,742

INSURANCE	\$	40,783	
CNTY RETIREMENT CONTRIBUTION	\$	76,133	
SHARED EMPLOYEES	\$	147,109	
SHARED FACILITIES	\$	3,515	
OPEB CONTRIBUTION	\$	25,887	
SUB-TOTAL ALLOCATED EXPENSES			\$ 293,427

TOTAL-ALLOCATED EXPENSES	\$ 548,169
--------------------------	------------

TOTAL COSTS OF SEWER OPERATING BUDGET	\$ 1,895,346
---------------------------------------	--------------

APPROPRIATED IN CAPITAL BUDGET FROM SEWER FREE CASH

CB22-I & I REPAIRS AND DESIGN	\$ 125,000	
CB22-SCADA IMPROVEMENTS	<u>\$ 150,000</u>	
	\$ 275,000	
TOTAL APPROP FR SEWER FREE CASH FOR CAP PROJ		\$ 275,000

ESTIMATED EXPENSES	<u>\$ 2,170,346</u>
--------------------	---------------------

ESTIMATED SEWER FUND SURPLUS (DEFICIT)	<u>\$ -</u>
--	-------------

CALCULATION OF GENERAL FUND SUBSIDY:

ENTERPRISE FUND REVENUES AND AVAILABLE FUNDS	\$ (2,170,346)
LESS: TOTAL COSTS	\$ 2,170,346
LESS: PRIOR YEAR DEFICIT	<u>\$ -</u>

GENERAL FUND SUBSIDY	<u>\$ -</u>
----------------------	-------------

SOURCES OF FUNDING FOR COSTS APPROPRIATED IN ENTERPRISE FUND:

ENTERPRISE FUND REVENUES AND AVAILABLE FUNDS	\$ 1,890,665
SEWER ENTERPRISE RESERVE FOR REDUCTION OF FUTURE DEBT	\$ 4,681
SEWER FREE CASH	<u>\$ 275,000</u>

TOTAL SOURCES OF FUNDING FOR COSTS	\$ 2,170,346
APPROPRIATED IN THE SEWER ENTERPRISE FUND	

FY21 SEWER ENTERPRISE RATE STRUCTURE:

<u>RESIDENTIAL</u>	<u>BASED ON 75% OF WATER CONSUMPTION</u>
1 - 10,000	\$102.18 BASE CHARGE EVERY 6 MONTHS
10,001 AND OVER	\$10.54 PER 1,000 GALLONS

<u>COMMERCIAL</u>	<u>BASED ON 100% OF WATER CONSUMPTION</u>
1 - 10,000	\$102.18 BASE CHARGE EVERY 6 MONTHS
10,001 AND OVER	\$10.54 PER 1,000 GALLONS

SEPTIC DISPOSAL FEE	\$110.00/1000 GAL
---------------------	-------------------

NOTE: FY22 SEWER RATES HAVE NOT BEEN SET

WATER ENTERPRISE FUND  
FISCAL YEAR 2022  
ESTIMATED REVENUES AND EXPENDITURES

WATER ENTERPRISE REVENUES & AVAILABLE FUNDS:			
USER CHARGES		\$ 2,705,185	
WATER AVAILABLE FUNDS		\$ 8,471	
WATER FREE CASH		<u>\$ 492,000</u>	
TOTAL WATER REVENUES			\$ 3,205,656
TOTAL COSTS APPROPRIATED IN THE WATER DEPARTMENT			
ORGANIZATION CODE 60-410-1 AND 60-410-2:			
PERSONNEL	\$ 476,700		
OPERATIONS	\$ 561,020		
EMERGENCY RESERVE FUND	<u>\$ 50,000</u>		
	\$ 1,087,720		
<u>INDIR/ALLOCATED EXPENSES APPROPRIATED</u>			
DEPARTMENTAL BUDGETS:			
DEBT SERVICE:			
PRINCIPAL 01-710-2	\$ 1,086,821		
INTEREST 01-751-2	<u>\$ 509,512</u>		
TOTAL DEBT SERVICE		\$ 1,596,333	
INSURANCE	\$ 65,877		
CNTY RETIREMENT CONTRIBUTION	\$ 110,409		
SHARED EMPLOYEES	\$ 147,109		
SHARED FACILITIES	\$ 32,158		
OPEB CONTRIBUTION	<u>\$ 16,050</u>		
SUB-TOTAL ALLOCATED EXPENSES		\$ 371,603	
TOTAL-ALLOCATED EXPENSES		\$ 1,967,936	
TOTAL COSTS OF WATER OPERATING BUDGET			\$ 3,055,656
APPROPRIATED IN CAPITAL BUDGET FROM WATER FREE CASH			
CB22-SCADA IMPROVEMENTS	\$ 150,000		
	<u>\$ 150,000</u>		
APPROPRIATED-CAPITAL OUTLAY-FROM WATER FREE CASH			
	<u>\$ -</u>		
TOTAL APPROP FR WATER FREE CASH FOR CAP PROJ		\$ 150,000	
ESTIMATED EXPENSES			<u>3,205,656</u>
ESTIMATED WATER FUND SURPLUS (DEFICIT)			<u>\$ -</u>
<u>CALCULATION OF GENERAL FUND SUBSIDY:</u>			
ENTERPRISE FUND REVENUES AND AVAILABLE FUNDS		\$ (3,205,656)	
LESS: TOTAL COSTS		\$ 3,205,656	
LESS: PRIOR YEAR DEFICIT		<u>\$ -</u>	
GENERAL FUND SUBSIDY		<u>\$ -</u>	
<u>SOURCES OF FUNDING FOR COSTS APPROPRIATED IN ENTERPRISE FUND:</u>			
ENTERPRISE FUND REVENUES		\$ 2,705,185	
WATER ENTERPRISE RESERVE FOR REDUCTION OF FUTURE DEBT		\$ 8,471	
WATER ENTERPRISE FREE CASH		<u>\$ 492,000</u>	
TOTAL SOURCES OF FUNDING FOR COSTS		\$ 3,205,656	
APPROPRIATED IN THE WATER ENTERPRISE FUND			

FY21 WATER ENTERPRISE RATE STRUCTURE:

1 - 10,000	\$63.90 BASE CHARGE EVERY 6 MONTHS
10,001 - 35,000	\$5.64 PER 1,000 GALLONS
35,001 - 70,000	\$8.98 PER 1,000 GALLONS
OVER 70,000 GALLONS	\$12.72 PER 1,000 GALLONS

NOTE: FY22 WATER RATES HAVE NOT BEEN SET

**INDEX OF 2021 ANNUAL TOWN MEETING  
WARRANT ARTICLES**

<b><u>Article</u></b>		<b><u>Page Number</u></b>	<b><u>Pass</u></b>	<b><u>Fail</u></b>
1	Annual Reports	21		
2	Cemetery Perpetual Care	21		
3	Revolving Fund Expenditure Limits	22		
4	PEG Access and Cable Related Funds	23		
5	Elected Official Compensation	23		
6	Personnel Administration Plan	24		
7	Operating Budget	29		
8	Municipal Building Capital Stabilization Fund	36		
9	MSBA Reimbursement	37		
10	Establish Capital Stabilization Fund	38		
11	Capital Budget	39		
12	Authorize Vehicle Lease Purchase	41		
13	Water Treatment Plant Bond Authorization	42		
14	Water/Sewer Enterprise Fund Operating Budgets	43		
15	DOT Ride Sharing Funds	45		
16	Landfill Lease for Solar	45		
17	Town Garage Lease for Solar	45		
18	Town Garage and Landfill Solar Power Purchase Agreements	46		
19	Solar PILOT agreements	46		
20	Hinkley South	47		
21	Community Choice Electricity Aggregation	47		
22	Climate Goals Resolution	48		
23	Rezone Parcel on Janes Avenue	48		
24	Amend Table of Use Regulations: Adult Only Tobacco Stores	49		
25	Food Trucks/Mobile Food Vendors	50		
26	Table of Use Regulations Height and Bulk	51		
27	Table of Use Regulations Height and Bulk (Sheds)	52		

28	Solar Photovoltaic Facilities Overlay District	53		
29	Recommendation for Dale Street School Site Selection Amendment with MSBA (Citizens Petition)	65		
30	Bylaw Committee for School Building Committee (Citizens Petition)	66		
31	Amend Stormwater Regulations for MS4 Permit	66		
32	Scenic Road Designation for Elm, Plain, Farm, Nebo Streets and Millbrook Road	70		
33	Retroactive Collective Bargaining Agreement: Police	71		
34	Retroactive Collective Bargaining Agreement: Fire	71		
35	Retroactive Frontline Employee Stipend	72		
36	Prior Year Bill Appropriation	72		
37	Free Cash	73		



## NOTES

TOWN OF MEDFIELD  
459 Main Street  
Medfield, MA 02052

U.S. Postage Paid  
Medfield, MA  
Permit No. 1  
Zip Code 02052

Resident  
Medfield, MA 02052