



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

**AMOS CLARK KINGSBURY HIGH SCHOOL
Gymnasium**

**MONDAY, MAY 1, 2023
7:00 PM**

**Prepared by
Select Board
April 2023**

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Guidelines for the Conduct of the 2023 Annual Town Meeting

1. 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.”**
2. The 2023 Town Meeting requires a quorum of one hundred and fifty (150) 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.
3. 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.
4. 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.
5. 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.
6. The order of the Articles will be determined by the Moderator using the following general guideline:
 - (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 aspects’ of town government. These Articles are identified by the Moderator because of their subject, specific 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 the ordering of the articles or by our customary lottery system. Individual Articles, and groupings of Articles, are subject to the Moderator’s determination of order, interdependency, linkage, and general treatment.
7. 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.
8. 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.
9. To avoid confusion, the Moderator will allow only one Motion to Amend be pending on the floor at any one time.

10. Any voter wishing to speak to the Town Meeting should go to the designated microphone, and upon being recognized by the Moderator, should identify herself or himself by name, street address and town office (if any).
11. 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.
12. 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.
13. 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.
14. 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.
15. 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.
16. The Moderator has broad discretion in the administration, operation, and orchestration of the Town Meeting. As a balance to the discretion, 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."
17. The Moderator shall rely on the following foundations for the exercise of his discretion: principles of fairness, pragmatism, and prudence; consideration of the best interests of the community; expedience and the reality of time; past precedent in the administration of the Town Meeting; and such other insights and experiences as the Moderator deems appropriate.
18. Please, all cell phones, portable devices, and pagers should be turned 'off' or 'silent' throughout the Town Meeting.
19. The Moderator hopes all participants recognize their role as a member of Medfield's legislative body and enjoy being vital to the delicate art and science of direct, democratic, participatory self-government.

Scott's Rules of Order 2023

MESSAGE FROM THE MODERATOR

To my friends and neighbors:

Winter was kind to us and now spring is here! Spring delightfully unfolds all around us in Medfield. It brings new beginnings and warms the spirit. And as April turns to May, the spirit that I embrace is our spirit of community.

Building community is important to all of us. It energizes and enriches our life together here on the banks of the Charles River. I encourage you to look around town this spring and value the commitment of so many people contributing to the spirit of community. One way in which we build community each spring is through governance. As Town Moderator, it gives me great pleasure to invite you to attend our Annual Town Meeting on **Monday evening, May 1, 2023, at 7:00pm.** We come together as a legislative body. We conduct the business of the town as citizen legislators. And we do it as friends and neighbors.

Please join us. We discuss, debate, deliberate, and decide. We focus on the important matters described in this 2023 Warrant Report. Please review the 31 Articles we will consider this spring. We address operating and capital budgets, and we will enact several local laws, regulations, and policies.

Please join us. The home of the town meeting is the **Amos Clark Kingsbury High School gymnasium**. Trying hard to respect schedules and time demands of a busy Medfield, we endeavor to complete our legislative responsibilities in one evening. And we usually do. By charter, we gather on the first Monday of May. We come together live and in-person. We speak directly with one another. Every Medfield voter is invited, and every attendee participates as a legislator with a voice and a vote.

Please join us. We continue a heritage of direct, open, democratic, participatory self-government. We hear from our Warrant Committee. They have dedicated an enormous amount of time on our behalf to carefully review the articles and budgets. Our executive branch of government faces the community. Our collective judgement on May 1st sets the budget and town objectives for fiscal year 2024. But even more broadly, our collective determinations set the course for Medfield's future.

Our Annual Town Meeting has many imperfections as a form of governance. But like exercise for the mind and body, the opportunity to engage directly with friends and neighbors as a community has profound benefits. We exercise the spirit of participatory democracy each spring. Abraham Lincoln might say we exercise "government of the people, by the people, for the people."

In advance, I also want to thank some of the folks who make Town Meeting come together so effectively: Brittney Franklin, Asst. to the Town Administrator, has built a campaign to educate and promote our open town meeting; Chris Allan has been a master of sound and technology for decades; the high school staff and custodial team transform the gymnasium; the Town Clerk and her team usher us in the door; high school musicians welcome us with music; the Warrant

Committee provides knowledge and insight; and the members of our executive branch of government do much of the heavy lifting. Thank you all. But, of course, the most important ingredient is you – the neighbor, the resident, the voter, and the community member. Please join us and enjoy being a part of the work, open communication, and community spirit — it makes for a great Medfield.

As for procedures, the law of the Commonwealth provides: "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 May 1, I will further describe the procedures and guidelines for our dialogue, deliberations, and decision making.

Finally, please carefully review this *Report on 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 1.

Respectfully submitted,

Scott F. McDermott
Town Moderator



Medfield Warrant Committee

A Message to Residents from Co-Chairs Stephen Callahan and Robert Sliney

Dear Resident,

On behalf of the Warrant Committee, we are pleased to share our budget review summary, as well as a summary of each article in the warrant with our recommendations for passage or dismissal. At the time of printing of this warrant there are some articles the Warrant Committee did not have time to deliberate and vote on which will be heard at the Town Meeting. The recommendation of the Warrant Committee is the first motion under the article and considered the main motion that is voted at Town Meeting (unless the article sponsor, and Warrant Committee disagree on dismissal).

The Warrant Committee is a 9-member volunteer committee of Medfield residents, appointed by the Town Moderator, Scott McDermott, to advise the town residents on the Town meeting warrant. The Warrant Committee's two main functions are to study the financial affairs, budgets, capital expenditures and other investments, and to evaluate warrant articles presented to us from Town Administration, the Select Board, the Planning Board, and citizen petitions (when necessary). It is our responsibility, in regularly scheduled public meetings, to openly deliberate fiscal matters such as the operating and capital budgets as well provide a public forum for presentation and deliberation with the sponsors of each Article. In addition, members spend considerable time and effort reviewing budget material for each department and meeting with the Superintendent of Schools, Town Administrator, Assistant Town Administrator, School Director of Finance and Operations, and department heads. We research Articles presented for vote at Town meeting and provide an informed judgement with a recommendation for passage or dismissal. As an independent body appointed by the Town Moderator, the Warrant Committee strives to keep Medfield residents informed of the key financial issues of the Town. We are proud to put forth this year's recommendations based on the work we have done in the months leading up to the Town Meeting.

On behalf of the Warrant Committee, we would like to thank and acknowledge the dedicated staff at Medfield Administration. Town Administrator Kristine Trierweiler, Assistant Town Administrator Frank Gervasio, Assistant to the Town Administrator Brittney Franklin, Treasurer/ Collector Georgia Colivas, Principal Assessor Yvonne Remillard, Town Accountant Andrew Foster, Superintendent of Schools Jeffrey Marsden, Director of Finance and Operations-Schools Michael LaFrancesca, and all the department heads who have regularly appeared before the Warrant Committee to assist us with our inquiries.

The Town is not immune from tight labor markets, inflationary pressures for wages, energy, and healthcare costs. These increases are forecasted to exceed the Prop 2 ½ framework over the next five years. The budget is overwhelmingly salary driven since as a percentage of the budget, salaries and related benefits represent approximately 80 % of the total. Salary increases are driven by contractual obligations from recently negotiated collective bargaining agreements for the schools, police and fire departments and COLA/Step increases for all staff. For FY 24 our energy costs for school and municipal purposes are budgeted to increase 15%, school transportation costs are budgeted to increase 12% and the health insurance for both school and municipal employees is estimated to increase 5.4%. The FY 24 operating budget proposed this year is balanced without the need for a Prop 2 ½ override, however, there are warning signs in the Town's forecast that bring into question whether our operating budget is



Medfield Warrant Committee

A Message to Residents from Co-Chairs Stephen Callahan and Robert Sliney

stable and/or sustainable. The latest five-year forecast for revenues is expected to fall short of covering forecasted expenditures for a level services operating budget.

The FY 24 budget has been prepared in accordance with financial policies that are designed so that operating expenditures are covered by current operating revenues, not non-recurring revenue sources. **This is the second year in a row that free cash has not been used to balance the operating budget.**

The Warrant Committee recommends support of the Municipal and School departments FY 24 Operating and Capital Budgets. These budgets proposed by Town and School Administrations and advanced by both the Select Board and School Committee, respectively, allow Medfield to meet its contractual obligations, address current needs and move forward the priorities of the Town of Medfield.

Coming out of the COVID years, the Town has managed to rebuild the general stabilization fund so that there are now reserves to help with any future economic downturn or emergency. In addition, we have been able to build up the Capital Stabilization Fund by first using ARPA funds and additional transfers of free cash. The buildup of these funds is very important to maintaining the town's strong credit rating.

Before you this year are non-financial articles on topics dealing with the ratification of the Police collective bargaining agreement, withdrawal from civil service, water conservation: private well restrictions, school committee PPA and lease authorization for solar photovoltaic, and change of hours for noise bylaw. There are also three citizens petitions dealing with school committee public hearings, compensation transparency and the creation of a new groundwater protection committee. We encourage residents to become familiar with each article and to access the Warrant Committee website (www.town.medfield.net) where meeting minutes and recordings are available.

We wish to recognize and thank all the members of the Warrant Committee for their diligence, thoughtful consideration, and dedication to their duties to the Town this season. We are honored to be able to serve with this team which provides such highly valued service to the town.

If you would like to learn more about the Town of Medfield's finances, a fiscal update and this year's articles please watch a recording on Medfield TV for an update from the Warrant Committee Co-Chairs.

More importantly please join us on May 1, 2023, for the Medfield Town Meeting to discuss and vote on the important issues pertaining to the Town.

Respectfully Submitted,

Stephen Callahan, Co-Chair

Robert Sliney, Co-Chair

Warrant Committee

Mather Eldred

Jeremy Marsette

Peter Michelson

Brent Nelson

Jillian Rafter

Sharon Tatro

Ed Vozzella

REVIEW OF TOWN FINANCES

Introduction and Budget Overview

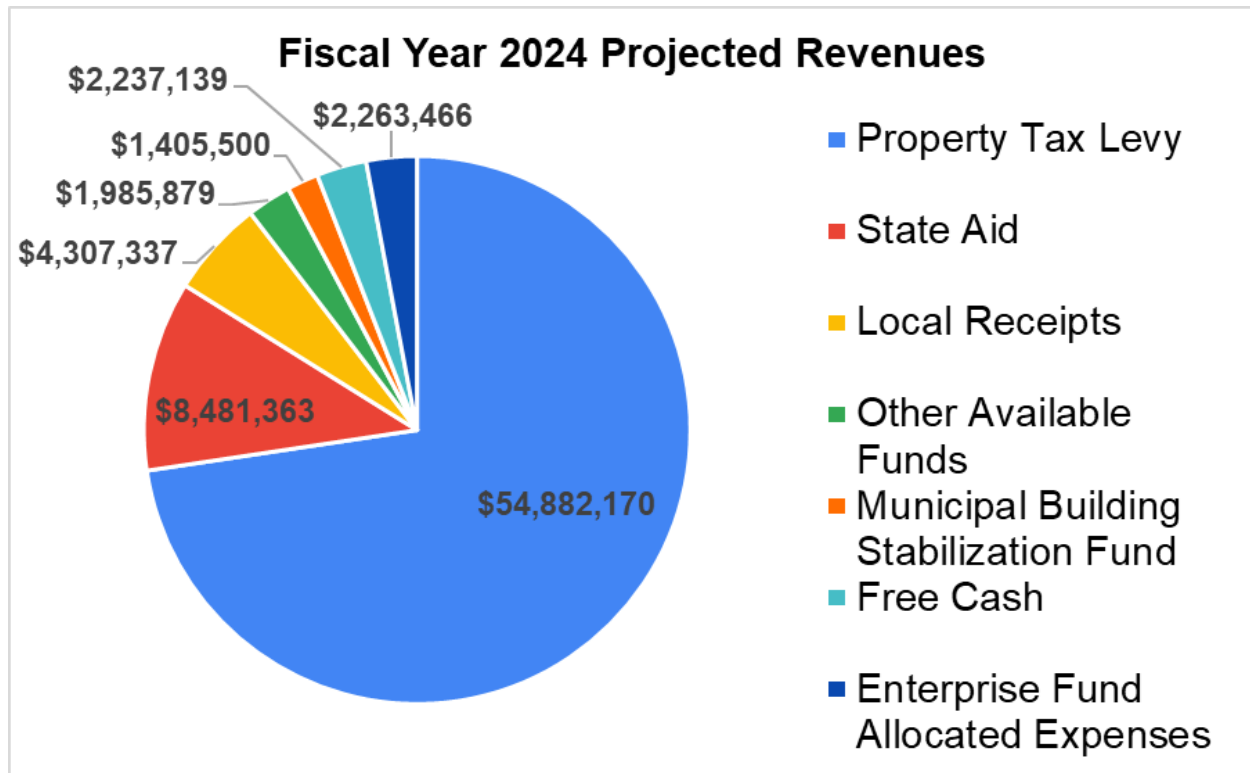
Each year, the Annual Town Meeting must consider a budget for the upcoming fiscal year. The town's fiscal year begins on July 1st and ends the following June 30th. However, the operating budget is just one piece of the long-term financial plan for the town. The overall message to town departments in developing their operating budgets for FY2024 was to continue to provide existing levels of service while allowing for service enhancements where possible. The Fiscal Year 2024 budget proposal funds the day-to-day operations of the town and school departments which provide services to our residents, builds towards strategic goals of the town and invests in key assets.

While all budget cycles have their challenges, the development of this year's budget proposal required weighing global cost increases in supplies and services, ongoing wage pressures, prioritizing the needs of our community members, while also continuing our efforts to build the town's financial reserves. The overall goal for FY2024 was to continue to provide excellent service, minimize the cost to the taxpayer and maintain healthy reserve balances.

Revenue Outlook

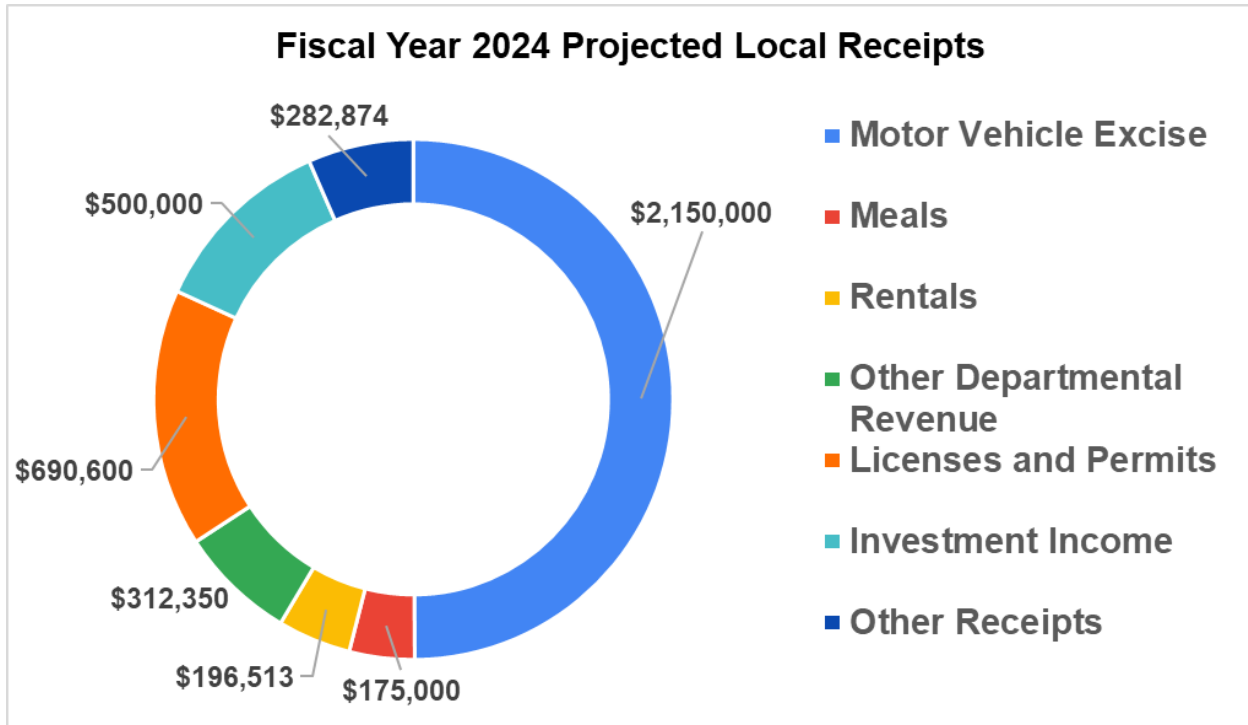
Given the importance of preparing a balanced budget proposal and the limitations on tax levy growth in place by Proposition 2 ½, the town's budget development process begins with a thorough analysis of revenue expectations for the upcoming fiscal year. This is an imperative step prior to committing funds to any expenditure to ensure we develop a responsible and effective financial plan for the town. The outlook is further reviewed by the Select Board and Warrant Committee and adjusted as needed throughout the budgeting process. The foundation of this process is laid as the town completes an annual five-year projection of revenues, which is annually updated as needs arise. The updated outlook is available on the town's website.

Medfield's largest source of revenue comes from the tax levy, or simply put, the taxes paid by property owners each year. As mentioned previously, state statute allows for limited growth in this revenue source each year. In Fiscal Year 2024, the tax levy is estimated to account for 73% of total revenues. Residential taxpayers make up the vast majority, approximately 94% of the tax base. This is historically consistent. We continue to explore ways to diversify the town's tax base in order to lessen the tax burden.



As the chart above shows, the town's second largest revenue source is state aid. In February 2023, the Healey-Driscoll Administration released proposed state aid allocations for FY2024 that will provide for a 1.7% net increase over last year. This low percentage growth is typical of recent years. Given that this rate of increase tends to not match growing budgetary pressures, the town must also rely on local receipts and other available general funds.

The town must conservatively estimate local receipts revenues in order to prevent overextending financial resources and the need for mid-year budget cuts. Local receipts are comprised of motor vehicle excise, meals tax, building and permit fees, and other fees. Looking ahead, we expect that motor vehicle excise revenue will account for about half of all local receipts. The largest increase in local receipts categories is expected to come from investment income. While the rise in interest rates has caused uncertainty in the real estate market, these rates will increase the interest earned in the Town's accounts.

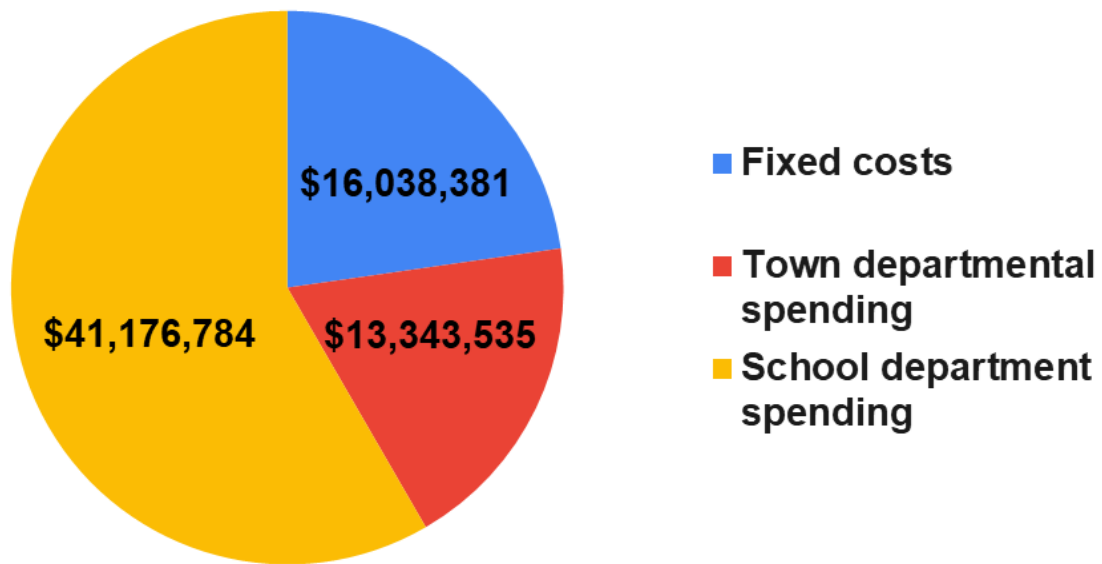


Revenue from various town trust funds is used as other sources of revenue to offset budgetary expenses. For instance, the budget proposal includes \$275,000 to be allocated from the Pension Reserve Trust Fund to partly fund the Norfolk County Retirement System assessment. This withdrawal follows a plan carefully developed by the Warrant Committee to utilize this fund responsibly as the County retirement system approaches a planned fully funded status in FY2029. The budget also relies on a \$300,000 appropriation from the Advanced Life Support Revolving Fund, which collects revenue associated with providing ALS ambulance service. This appropriation will partially offset the Fire Department's budget for FY2024. The full list of other operating funds used to offset expenditures can be found in this booklet.

Expenditure Outlook

Once the revenue picture becomes clearer, the financial team begins to weigh the town's commitments and priorities to fund through the warrant presented to town meeting. Each department head is asked to present budget requests for the upcoming fiscal year. These are then reviewed by the Warrant Committee and the town's financial management team. Outside of departmental requests, the team must also take into account the need to meet long-term obligations, address fixed costs, and maintain and improve services provided to the residents. Over the course of the winter months, a balanced budget proposal is then ready for consideration in early spring.

Comparison: Fixed vs. Departmental Costs



There are sizable fixed costs that face the town each year. These include debt service obligations, state assessments, pension and retiree healthcare costs, health insurance for current employees, and other expenditures. These account for over 20% of the operating budget at \$16 million. These costs have decreased slightly since FY2019, which is mainly attributable to reduced debt service obligations. Excluding debt service, these costs have risen by about 20% since FY2019. These costs also include appropriations towards reserve funds, which are determined by the town's financial policy requirements.

The FY2024 budget proposes a \$1,669,836, or 4.23%, increase for our public school's operating budget. This allows the district to fulfill its collective bargaining obligations for the teachers, teacher aides, administrative assistants, custodians, food service workers, and other school personnel. The budget gives our school department the ability to meet increasing costs for student transportation, utilities, and supplies. It also invests in new programs such as a new pre-kindergarten section at Wheelock Elementary School.

The budget proposal also includes a \$626,498, or 4.93%, increase for non-school municipal departments. As with the school district, the increase is a result of the surging cost of supplies and utilities. Like many other municipalities across the Commonwealth, the town continues to feel rising wage pressure on its workforce and difficulty in finding suitable candidates for open employment opportunities. In short, these proposed additional expenditures are meant to ensure

that the town can continue to provide the level of service its residents deserve and are accustomed to receiving.

In addition, the budget proposal funds the creation of a new facilities project manager position. This position, which will fall under the town and school shared Facilities Department, is needed to maximize the investments the town continues to make through the Municipal Building Stabilization Fund. The new facilities project manager will assist in the oversight of approved projects from beginning to end, and will add to the town's efforts towards energy management and efficiency.

The \$626,498 total increase also includes a \$68,000 appropriation from the Opioid Settlement Stabilization Fund. These funds are a portion of proceeds from the Commonwealth's legal settlement with opioid manufacturers and distributors. These funds by state requirements must be used by the town for very specific purposes. Medfield will leverage these proceeds by hiring a new clinician to be shared by the Council on Aging and Medfield Outreach. With this approach, the clinician will be able to support our residents who are most susceptible to the effects of the opioid crisis. It also aligns with the Select Board's goal of extending mental health and substance misuse prevention programming across the community, in collaboration with our schools and other community partners.

Capital Investments

Along with providing for the day to day operations and service needs of the town, the town must also prioritize investments in its key assets and infrastructure. These can range from the purchase of a fire truck, road and sidewalk improvements, major facility upgrades and maintenance, or water filtration equipment. The town's Capital Budget Committee guides the development of a proposed capital improvement plan, funded by various sources. This plan is then reviewed and recommended for passage by the Select Board. As part of the capital budget development process, the Capital Budget Committee reviews and approves a five-year capital plan that allows the town to better plan for necessary long term maintenance of investments. For projects proposed for the upcoming fiscal year, the Capital Budget Committee meets with each department requesting funding to obtain the details of each project. The FY2024 Capital Budget includes projects for the Police, Fire, Public Works, Parks and Recreation, Facilities, and Information Technology Departments.

At the 2018 Annual Town Meeting, through a Proposition 2 ½ override and ballot question, the town approved the creation of a Municipal Buildings Stabilization Fund to provide funding for facilities repairs and improvement projects. This account has increased 2.5% annually from its initial \$1,000,000 funding by an annual vote of the Select Board. The FY2024 amount voted by the Select Board is \$1,131,407. This year's proposed capital investments in municipal buildings

will allow the town to continue to address maintenance needs for some of the largest assets. Approximately 67% of the proposed funding will go toward repairs and improvements at school facilities, with the remaining addressing other municipal buildings.

Aside from these assets, the town must annually address other capital needs and infrastructure that are a key part of ensuring services are delivered to Medfield residents. Article 18 lays out these proposed investments, using funds from the town's Capital Stabilization Fund, Water & Sewer Enterprise retained earnings, town department revolving funds, and Chapter 90 allotments. The Capital Budget proposes the purchase of new fire gear and portable radios for the Fire Department, a new excavator for the Department of Public Works, and other items essential to achieving the goals of the town and school departments. The Select Board also approved the use of \$350,000 of the town's American Rescue Plan Act funding allotment for FY2024 capital projects, defraying the cost from the Capital Stabilization Fund and other sources. We would also like to commend town department heads for securing \$170,000 in grants for capital projects, allowing these projects to be completed without tax dollars.

Free Cash

Free cash is a term used for the town's remaining, unrestricted funds at the close of the prior fiscal year. The state's Division of Local Services recommends that free cash only be used for one-time, nonrecurring expenses. The town's financial policies require that the town budget maintain a balance in free cash equal to at least 2.5% of its general fund expenditures after free cash appropriations from town meeting.

From FY2014 through FY2019, the town used considerable amounts of free cash, averaging \$1.4 million each year. During that time, most of the town's free cash appropriations were used to balance the operating budget. In FY2020 and FY2021, the town reduced its use of free cash for the purpose of balancing the budget to \$800,000 and \$792,597, respectively. After further reducing free cash appropriated for this purpose to \$209,393 in FY2022, no amount was used to balance the operating budget in FY2023. The FY2024 budget marks the second year that the budget does not utilize Free Cash to balance the budget.

In January 2023, the Department of Revenue's Division of Local Services ("DLS") certified the Town of Medfield's Free Cash balance of \$3,918,186 for FY2022. In March 2023, this figure was increased by \$92,139 to reflect the town's initial allocation of Opioid Settlement Funds received from the Commonwealth. Note that these funds must be used for specific purposes, which is why the creation of an Opioid Settlement Stabilization Fund has been recommenced and proposed for the management of these funds.

This year's budget proposes the following uses of free cash, which are in line with best practices and the town's financial policy:

Recommended Free Cash Usage for Fiscal Year 2024	
Certified Free Cash as of 6/30/2022	\$4,010,325.00
Transfer to Capital Stabilization Fund	\$850,000.00
Transfer to OPEB Trust	\$525,000.00
Transfer to General Stabilization Fund	\$500,000.00
Affordable Housing Trust RFP Assistance	\$15,000.00
School Building Committee Feasibility Study	\$250,000.00
Opioid Settlement Stabilization Fund	\$92,139.00
Vaccine Revolving Fund	\$5,000.00
Total	\$2,237,139.00
Remaining balance:	\$1,773,186.00

Financial Policy & Compliance

On January 24, 2023, the Select Board reviewed the town's financial policies to ensure the FY2023 budget satisfied the policy compliance measures. The Select Board voted to certify that the annual budget met the policy. The FY2024 budget proposed by the Warrant Committee, if adopted by Town Meeting, will again be in compliance with the town's financial policies.

Measure of Compliance: 2023 Approved and 2024 Estimated

	FY2023 Approved	FY2024 Estimated
	1-Jul-22	1-Jul-23
General Fund Expenditures (per Financial Policy)	\$67,862,757	\$69,243,337
Total Reserves	\$5,915,438	\$6,953,788
Reserves as a % of General Fund Expenditures	8.70%	10.04%
Total Reserves	\$5,915,438	\$6,953,788
Reserves required to meet 7.5%	\$5,089,707	\$5,193,250
<i>Budget Met 7.5% Requirement</i>	YES	YES
Excess or Shortfall in Reserves to Meet 7.5%	\$825,731	\$1,760,538

Reserves required to meet 9.0%	\$6,107,648	\$6,231,900
<i>Budget Met 9.0% Requirement</i>	NO	YES
Excess or Shortfall in Reserves to Meet 9.0%	-\$192,210	\$721,888
Free Cash Balance	\$1,729,299	\$1,773,186
Free Cash as a % of Gen Fund Expenditures	2.55%	2.56%
<i>Budget Met 2.5% Requirement</i>	YES	YES
Free Cash Required by Policy	\$1,696,569	\$1,731,083
Difference in Free Cash Balance vs Required	\$32,730	\$42,103
<i>*The Financial Policy describes how the Town shall measure compliance. For additional information on the Reserve Fund and Financial Policy Analysis, please visit the Town's website http://www.town.medfield.net/2033/Medfield-Financial-Policies-and-Informat </i>		

Warrant Article: Withdrawal from Civil Service

The Town of Medfield Police Department is a part of the Massachusetts Civil Service system which was created by the Commonwealth in 1884 out of concern for patronage in the hiring and discipline process. Medfield voters accepted the MA Civil Service system on May 1, 1948 by ballot question at the Annual Town Election.

As a member of the MA Civil Service system, the Commonwealth's Human Resource Division (HRD) centrally conducts a "civil service test" for all applicants seeking employment or a promotion within Massachusetts Civil Service Police Departments. Civil Service [Law Chapter 31, section 58](#) permits cities and towns to ask that residents be placed on entry-level police eligible lists before nonresidents. A "resident" is a person who has lived in the same city or town for the full year (12 months) before the original date of the examination. The Town is only permitted to hire from the list provided by HRD, and is required to hire in order from the top three candidates on the list based solely on the score of the written examination and residency status in Medfield.

The civil service test is currently being given on a yearly basis. It takes months to be certified and distributed to departments seeking candidates. As a result, the list quickly becomes outdated and the highest qualified candidates are absorbed by larger civil service departments. As a member of the civil service process, the Town may only hire from the list provided and is prohibited from hiring or transferring any other candidate, regardless of training, education, and other qualifications unless they are within the civil service system.

As recruitment and retention of qualified candidates becomes a local and national issue, the Select Board, the Medfield Police Department and the Medfield Police League have determined that the Civil Service process is no longer providing enough qualified candidates for our community to hire. Medfield is not able to compete with neighboring towns. The collective bargaining committee and the Medfield Police League have agreed as part of the proposed Collective Bargaining contract, to support the withdrawal from the Massachusetts Civil Service system and adopt a locally managed system for hiring and promoting.

This new system will allow us to be competitive with neighboring towns who have exited from Civil Service, cast a wider net for applicants, and open up the opportunity for potential hires that are academy trained and certified through approved training programs such as 4+1 programs offered by accredited colleges and universities. This agreement retains Civil Service status for all current police officers and sergeants hired before the date of revocation and will only affect new candidates and promotions.

In 2021, the Commonwealth enacted rigorous policies governing the hiring, training and certification process. Today, the Town has a much more professionalized government than it did in 1948 with collective bargaining agreements, personnel policies, and regulations. The hiring and promoting systems for the Medfield Police Department should be administered by the Town of Medfield. At a time when police departments across the Commonwealth and the country are struggling with recruitment and retention, we must adapt to the changing demands of this profession and increase our flexibility in recruiting and hiring.

Distinguished Budget Recognition

The Select Board is pleased to announce that the Town of Medfield received a Distinguished Budget Presentation Award from the Government Finance Officers Association for the FY2023 Budget. This was the first time the Town applied for and received the designation. Thank you to the Town's Financial Team and Department Heads for undertaking this endeavor. We look forward to incorporating this budget document as our standard budget document moving forward.

Looking Forward

Each year we strive to improve community participation in the budget process, the transparency of the budget and the budget timeline. There are several initiatives that the Select Board, Warrant Committee, School Committee and Financial Team discussed prior to the COVID-19 pandemic that were forced to be put on hold. One of those initiatives will be to convene a meeting of the above-mentioned groups, including town departments heads, in early fall, to set budget expectations. All must come together to have a common understanding on the goals, priorities,

and budget pressures before formal budgets are submitted. This will allow the Town Administrator and Select Board to present the budget to the Warrant Committee for FY2025 in the Government Finance Officers Association format prior to Town Meeting.

In addition to the review of the five-year financial forecast in developing the annual budget, the Select Board has identified an issue which will impact the budgets as we move forward each year. The Town is already experiencing wage pressures which has already impacted the recruitment and retention of highly qualified employees. To address this issue, we are currently conducting a wage and compensation salary study of all non-union town employees. We anticipate that this study will be completed in the fall and we will work to integrate the findings and recommendations in the FY2025 budget.

We would like to take the opportunity to thank all of our board and commission members as well as the town staff who have worked diligently to develop the FY2024 budget. The budget and the warrant articles outline a prudent financial plan that will allow the town to meet the needs and expectations of its residents, invest in key infrastructure and improvements, and continue to build our financial reserves.

Thank you for reviewing this Annual Warrant Report. We look forward to seeing you at the Annual Town Meeting on Monday, May 1, 2023 at 7:00 p.m. at the High School Gymnasium.

Select Board

Osler L. Peterson, Chair

Eileen M. Murphy, Clerk

Gustave H. Murby, Third Member

FY2022-FY2024 Budget Summary

	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024
Revenues	Per Recap	Per Recap	Estimated
Property Tax Levy	\$46,047,741	\$47,717,256	\$49,521,862
2 1/2 Levy Increase	\$1,151,194	\$1,192,931	\$1,238,047
New Growth	\$518,321	\$611,675	\$400,000
Debt Exclusions	\$3,305,035	\$3,129,882	\$2,590,854
Override for Municipal Buildings Stabilization Fund Override	\$1,076,890	\$1,103,812	\$1,131,407
Total Property Tax Levy	\$52,099,181	\$53,755,556	\$54,882,170
State Aid	\$8,116,943	\$8,384,126	\$8,481,363
Local Receipts	\$3,845,816	\$4,184,381	\$4,307,337
Other Available General Funds	\$2,793,971	\$2,177,780	\$1,985,879
Municipal Buildings Stabilization Fund Appropriation	\$1,090,500	\$1,159,000	\$1,405,500
Free Cash to Capital Stabilization Fund	\$751,000	\$2,000,000	\$850,000
Free Cash to OPEB Trust	\$42,500	\$500,000	\$525,000
Free Cash to General Stabilization Fund	\$700,000	\$700,000	\$500,000
Free Cash to Monetary Articles	\$0	\$25,000	\$362,139
Enterprise Fund Allocated Expenses	\$2,516,105	\$2,298,280	\$2,263,466
Total Revenue	\$71,956,016	\$75,184,123	\$75,562,854
Expenditures	Approved	Approved	Recommendation
Insurance and School/Town Employee Benefits	\$9,153,984	\$9,824,367	\$10,116,370
Debt Payments	\$6,238,001	\$5,370,956	\$4,123,378
Town Departmental Budgets	\$12,194,253	\$12,717,037	\$13,343,535
Tri-County RVT High School Budget	\$155,240	\$143,023	\$107,355
Medfield Public Schools Budget	\$38,348,229	\$39,506,948	\$41,176,784
Transfer to General Stabilization	\$700,000	\$700,000	\$500,000
Subtotal	\$66,789,707	\$68,262,331	\$69,367,422
Expenditures Not Requiring Appropriation	Approved	Approved	Recommendation
Snow Deficit/Land Damages/Tax Title	\$42,281	\$56,235	\$25,000
Cherry Sheet Offsets	\$21,868	\$26,061	\$30,132
Adjustments	\$2,129	\$0	\$0
Cherry Sheet Charges	\$908,687	\$964,734	\$936,146
Overlay	\$216,327	\$206,873	\$200,000
Subtotal	\$1,191,292	\$1,253,903	\$1,191,278
Total Expenditures	\$67,980,999	\$69,516,234	\$70,558,700
Monetary Articles	Approved	Approved	Recommendation
Transfer Free Cash to Capital Stabilization Fund	\$751,000	\$2,000,000	\$850,000
Capital Stabilization Fund Appropriation	\$970,326	\$1,106,000	\$908,000
Transfer to Municipal Buildings Stabilization Fund	\$1,076,891	\$1,103,812	\$1,131,407
Municipal Building Stabilization Fund Appropriation	\$1,090,500	\$1,159,000	\$1,405,500
Other Monetary Articles	\$267,113	\$25,000	\$709,246
Total	\$4,155,830	\$5,393,812	\$5,004,153
Total Appropriations	\$72,136,828	\$74,910,046	\$75,562,854
Total Revenue All Sources	\$71,956,016	\$75,184,123	\$75,562,854
General Fund Surplus/Deficit	-\$180,813	\$274,077	\$0
Deficit Financed From Free Cash	\$209,393	\$0	\$0
Unexpended Tax Levy	\$28,580	\$274,077	\$0

TOWN OF MEDFIELD			
RESERVE FUND TRANSFERS			
MGL Ch40s6 - To provide for extraordinary & unforeseen expenditures			
<u>FISCAL YEAR 2022</u>			
01-997-2-573000	APPROPRIATED FY 2022		150,000.00
	<u>DEPARTMENT</u>		<u>TRANSFERRED</u>
01-220-7-2	Fire+Rescue	New tires for Ladder 1	8,500.00
01-195-1	Town Meeting	Higher than anticipated Special Town Meeting expenditures	4,500.00
01-1512	Town Counsel	Higher than anticipated legal services	10,000.00
01-220-7-2	Fire+Rescue	Unanticipated truck repairs + addl Covid PPE	9,000.00
01-134-1	Town Accountant	Salary to train rehired pt staff due to retirement in the offi	382.00
01-241-2	Inspections	Unanticipated higher number of Inspections	9,000.00
01-244-2	Town Sealer	Sealer-cost of Sealer inspec sticker increase	23.20
01-610-1	Town Clerk	Higher than anticipated pt election workers due to mail ir	1,988.00
01-915-2	Treasurer	OPEB	0.08
01-916.2	Treasurer	Medicare-Employer's share	10,000.00
01-145-1	Treasurer	Unbudgeted Overtime	167.00
01-151-2	Town Counsel	Higher than anticipated legal services	38,500.00
		TRANSFERRED FY2022	92,060.28
TOWN OF MEDFIELD			
Section 77of the Acts of 2006			
amends M.G.L. Chapter 44 section 33B			
<u>FISCAL YEAR 2022</u>			
<u>ORG TRF FROM:</u>	<u>TRANSFERRED TO:</u>		<u>TRANSFER AMT</u>
011231-510100	011232-522045	Recording Clerk - from ops instead of salary	5,000.00
015121-510100	015122-521901	Medical Services and Supplies - New Hire	5,000.00
015121-510100	015122-540220	Office Supplies - New Hire	2,000.00
012941-510100	012942-522010	Tree-fr Sal to Op Exp-tree storm damage/wind storms	8,500.00
014911-510100	014912-522030	Cem-Cont Svc due to incr in serv demands maybe Covid related	10,000.00
614201-510100	614202-522050	Sewer-WWTP unexpected issues/costs	70,000.00
		TOTAL APPROPRIATION TRANSFERS	100,500.00

TOWN OF MEDFIELD OUTSTANDING PRINCIPAL BY CATEGORY

Principal Outstanding	as of:	School	Sewer Non-Ent	Sewer Enterprise	Water Enterprise	Solid Waste	Town Buildings	Town Other	State Hospital Purchase
\$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
\$37,584,516.00	06/30/22	2,045,000		859,716	14,429,000	-	17,413,500	2,062,300	775,000
\$33,316,316.00	06/30/23	900,000		733,116	13,476,000		16,053,200	1,689,000	465,000

**TOWN OF MEDFIELD
WARRANT FOR THE ANNUAL TOWN MEETING
May 1, 2023**

Norfolk, ss.

To either of the Constables in the Town of Medfield in said County. Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify the Inhabitants of the Town of Medfield qualified to vote in elections and town affairs to meet on Monday, the first of May, commencing at 7:00 PM, there and then the following Articles will be acted on at the Amos Clark Kingsbury High School, located at 88R South Street in said Medfield, viz.

ANNUAL REPORTS

Article 1. Annual Town Reports

To see if the Town will vote to accept the reports of the several Town Officers for the past year(s).

(Select Board)

**Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

HUMAN RESOURCE ARTICLES

Article 2. Elected Officer Compensation

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

Officer	Present Salary	Warrant Committee Recommends
Town Clerk	\$74,607	\$76,845
Select Board, Chair	\$900	\$900
Select Board, Clerk	\$900	\$900

Select Board, Third Member	\$900	\$900
Assessors, Chair	\$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
Parks and Recreation Commissioner	0	0
Trust Fund Commissioners	0	0

(Select Board)

Summary: 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 Select Board. A 3% increase has been proposed for the Town Clerk's salary, in accordance with the cost-of-living adjustment proposed for all nonunion Town employees.

Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE

Article 3. Personnel Administration Plan

To see if the Town will vote to amend the Personnel Administration Plan, Classification of Positions and Pay Schedule, effective July 1, 2023, 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

Sergeant	Step 1	Step 2	Step 3	Step 4 (15 Yrs)	Step 5 (20 Yrs)
7/01/2022	\$ 1,485.86	\$ 1,531.82	\$ 1,586.77	\$ 1,606.98	\$ 1,637.28
<i>Biweekly</i>	\$ 2,971.73	\$ 3,063.63	\$ 3,173.55	\$ 3,213.95	\$ 3,274.55
7/01/2023	\$ 1,530.44	\$ 1,577.77	\$ 1,634.38	\$ 1,655.19	\$ 1,686.39
<i>Biweekly</i>	\$ 3,060.88	\$ 3,155.54	\$ 3,268.75	\$ 3,310.37	\$ 3,372.79
7/01/2024	\$ 1,576.35	\$ 1,625.10	\$ 1,683.41	\$ 1,704.84	\$ 1,736.99
<i>Biweekly</i>	\$ 3,152.71	\$ 3,250.21	\$ 3,366.82	\$ 3,409.68	\$ 3,473.97

Police Officer	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7 (15 Yrs)	Step 8 (20 Yrs)
7/01/2022	\$1,145.09	\$1,182.66	\$1,217.02	\$1,254.66	\$1,293.45	\$1,333.46	\$1,353.67	\$1,383.98
<i>Biweekly</i>	\$2,290.18	\$2,365.32	\$2,434.03	\$2,509.32	\$2,586.89	\$2,666.93	\$2,707.33	\$2,767.95
7/01/2023	\$1,179.44	\$1,218.14	\$1,253.53	\$1,292.30	\$1,332.25	\$1,373.47	\$1,394.28	\$1,425.50
<i>Biweekly</i>	\$2,358.89	\$2,436.28	\$2,507.05	\$2,584.60	\$2,664.50	\$2,746.93	\$2,788.55	\$2,850.99
7/01/2024	\$1,214.83	\$1,254.68	\$1,291.13	\$1,331.07	\$1,372.22	\$1,414.67	\$1,436.10	\$1,468.26
<i>Biweekly</i>	\$2,429.65	\$2,509.37	\$2,582.26	\$2,662.13	\$2,744.43	\$2,829.34	\$2,872.21	\$2,936.52

Dispatcher	Step 1	Step 2	Step 3	Step 4
7/01/2022	\$904.41	\$953.95	\$1,006.57	\$1,061.92
<i>Biweekly</i>	\$1,808.81	\$1,907.89	\$2,013.14	\$2,123.84
7/01/2023	\$922.50	\$973.03	\$1,026.70	\$1,083.16
<i>Biweekly</i>	\$1,844.99	\$1,946.05	\$2,053.40	\$2,166.31
7/01/2024	\$940.95	\$992.49	\$1,047.24	\$1,104.82
<i>Biweekly</i>	\$1,881.89	\$1,984.97	\$2,094.47	\$2,209.64

FIRE DEPARTMENT AS PER COLLECTIVE BARGAINING AGREEMENT

FF/EMT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
7/1/2022	\$ 27.65	\$ 28.45	\$ 29.22	\$ 30.08	\$ 30.92	\$ 31.84	\$ 32.70	\$ 33.63
7/1/2023	\$ 28.43	\$ 29.26	\$ 30.06	\$ 30.94	\$ 31.81	\$ 32.75	\$ 33.64	\$ 34.60
7/1/2024	\$ 29.25	\$ 30.10	\$ 30.92	\$ 31.82	\$ 32.72	\$ 33.69	\$ 34.61	\$ 35.59
FF/AEMT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
7/1/2022	\$ 28.57	\$ 29.37	\$ 30.14	\$ 31.00	\$ 31.84	\$ 32.76	\$ 33.62	\$ 34.55
7/1/2023	\$ 29.35	\$ 30.18	\$ 30.98	\$ 31.86	\$ 32.73	\$ 33.67	\$ 34.56	\$ 35.52
7/1/2024	\$ 30.17	\$ 31.02	\$ 31.84	\$ 32.74	\$ 33.64	\$ 34.61	\$ 35.53	\$ 36.51

FF/MEDIC	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
7/1/2022	\$ 30.17	\$ 30.97	\$ 31.74	\$ 32.60	\$ 33.44	\$ 34.36	\$ 35.22	\$ 36.15
7/1/2023	\$ 30.95	\$ 31.78	\$ 32.58	\$ 33.46	\$ 34.33	\$ 35.27	\$ 36.16	\$ 37.12
7/1/2024	\$ 31.77	\$ 32.62	\$ 33.44	\$ 34.34	\$ 35.24	\$ 36.21	\$ 37.13	\$ 38.11
CAPT/EMT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6		
7/1/2022	\$ 36.14	\$ 36.83	\$ 37.53	\$ 38.25	\$ 38.99	\$ 39.74		
7/1/2023	\$ 37.19	\$ 37.90	\$ 38.62	\$ 39.36	\$ 40.11	\$ 40.89		
7/1/2024	\$ 38.26	\$ 38.99	\$ 39.74	\$ 40.50	\$ 41.28	\$ 42.07		

CAPT/AEMT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
7/1/2022	\$ 37.06	\$ 37.75	\$ 38.45	\$ 39.17	\$ 39.91	\$ 40.66
7/1/2023	\$ 38.11	\$ 38.82	\$ 39.54	\$ 40.28	\$ 41.03	\$ 41.81
7/1/2024	\$ 39.18	\$ 39.91	\$ 40.66	\$ 41.42	\$ 42.20	\$ 42.99

CAPT/MEDIC	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
7/1/2022	\$ 38.66	\$ 39.35	\$ 40.05	\$ 40.77	\$ 41.51	\$ 42.26
7/1/2023	\$ 39.71	\$ 40.42	\$ 41.14	\$ 41.88	\$ 42.63	\$ 43.41
7/1/2024	\$ 40.78	\$ 41.51	\$ 42.26	\$ 43.02	\$ 43.80	\$ 44.59

PUBLIC SAFETY POSITIONS

Call Firefighter/EMT

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Call FF/EMT	\$26.91	\$27.74	\$28.54	\$29.41	\$30.29	\$31.21	\$32.12	\$33.10

Animal Control

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Animal Control Officer/Inspector	\$24.43	\$25.14	\$25.82	\$26.58	\$27.33	\$28.11	\$28.90	\$29.72	\$30.55
Assistant Animal Control *	\$2,434	\$2,660	\$2,885	\$3,109	\$3,339	\$3,564	\$3,789	\$3,979	\$4,058
*Annual Stipend									

MANAGERIAL POSITIONS

	Minimum	Midpoint	Maximum
Grade 1	\$57,786	\$65,101	\$70,818
Children's Librarian			
Technical Services Librarian			
Young Adult Librarian			
Outreach Social Worker			
Conservation Agent			
Circulation Supervisor			
Grade 2	\$63,564	\$71,510	\$79,734
Adult Services/Technology Senior Librarian			
Grade 3	\$69,921	\$78,661	\$87,401
Assistant to the Town Administrator/Public Information Coordinator			
Assistant Town Accountant/Budget Analyst			
IT Coordinator			
Grade 4	\$76,914	\$86,528	\$96,142
Council on Aging Director			
Public Health Nurse			
Facilities Program Manager			
Grade 5	\$86,143	\$96,828	\$107,680
Library Director			
Director of Outreach/Human Services			
Town Planner			
Building Commissioner			
Parks and Recreation Director			

	Minimum	Midpoint	Maximum
Grade 6	\$96,482	\$108,380	\$120,601
Town Accountant			
Principal Assessor			
Treasurer/Collector			
Deputy Police Chief			
Grade 7	\$108,060	\$121,567	\$135,075
Asst. Town Administrator			
Grade 8	\$114,112	\$136,933	\$159,756
Director of Public Works			

HOURLY PAID POSITIONS

		Step								
		1	2	3	4	5	6	7	8	9
Grade	20	\$18.38	\$18.89	\$19.44	\$20.00	\$20.56	\$21.15	\$21.75	\$22.38	\$23.02
	30	\$20.21	\$20.78	\$21.39	\$22.00	\$22.62	\$23.26	\$23.93	\$24.60	\$25.29
	40	\$22.24	\$22.85	\$23.51	\$24.18	\$24.87	\$25.58	\$26.31	\$27.06	\$27.83
	50	\$24.45	\$25.15	\$25.87	\$26.60	\$27.36	\$28.13	\$28.93	\$29.76	\$30.62
	60	\$26.89	\$27.66	\$28.45	\$29.27	\$30.10	\$30.96	\$31.84	\$32.75	\$33.68
	70	\$29.31	\$30.19	\$31.10	\$32.03	\$32.98	\$33.98	\$35.00	\$36.05	\$37.12
	80	\$31.66	\$32.59	\$33.57	\$34.58	\$35.62	\$36.68	\$37.80	\$38.93	\$40.10
	90	\$34.17	\$35.20	\$36.26	\$37.36	\$38.48	\$39.64	\$40.84	\$42.06	\$43.33

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	Transp/Facilities Coordinator
Asst Adlt Svcs /Tech Librarian	PT Civilian Dispatcher (Non Union)	
Grade 50		
Payroll Coordinator	Administrative Assistant II	Volunteer Coordinator
Elder Outreach Worker	Equipment Operator	Water Technician
Field Appraiser		
Grade 60		
Administrative Assistant III	Parks 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 Service Officer	\$29,565	Annual
Sealer of Weights and Measures	\$3,004	Annual
Registrar	\$223	Annual
Library Page	\$15.45	Hourly
Police- Private Special Detail	\$37.59	Hourly
Tree Climber	\$24.61	Hourly
Snowplow Driver	\$30.00	Hourly

Fire

Deputy Chief	\$4,531	Annual
Captain	\$2,719	Annual
Lieutenant	\$2,175	Annual

Inspectors

Inspectors of Buildings	\$35.22	Per Inspection
Asst. Building Commissioner	\$6,180	Stipend

Parks and Recreation**Hourly Salary Range**

Swim Pond Director	\$15	to	\$26
Swim Team Coach	\$15	to	\$23
Head Lifeguard	\$15	to	\$24
Lifeguard	\$15	to	\$21
Water Safety Instructor	\$15	to	\$22
Summer Camp Director	\$16	to	\$26
Summer Camp Specialist	\$15	to	\$25
Summer Camp Counselor	\$15	to	\$19
Summer Camp Jr. Counselor	\$15	to	\$16
Program Director	\$16	to	\$27

(Personnel Board)

Summary: *The salaries for non-union Town employees 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 which includes a 3% cost of living increase. The recommended FY2024 cost of living increase for non-union personnel is 3%.*

**Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 4. Collective Bargaining Agreement: Police

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

(Select Board)

Summary: *The current Police League Collective Bargaining Agreement (CBA) expired on June 30, 2022. The Collective Bargaining Committee, the Medfield Police League, and the Select Board have agreed to a three year contract for FY2023, FY2024 and FY2025. The retroactive amount for FY2023 reflects a parity adjustment and a 3% cost of living increase. The CBA also includes the provision to begin the process to withdraw from Civil Service effective July 1, 2023. The funding for the first/retroactive year of the contact will be from available funds in the FY2023 budget and the Overlay Surplus.*

**Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 5. Revocation of Civil Service

To see if the Town will vote to revoke the acceptance of Civil Service Laws for the Town of Medfield police officers at all ranks, including but not limited to police officer and sergeant, effective July 1, 2023, thereby removing the police force from the provisions of the Civil Service Laws, and the rules and regulations relating to the same, provided that this revocation will not affect the Civil Service status of existing personnel in their current positions; or do or act anything in relation thereto.

(Select Board)

Summary: *The Medfield Police League and the Select Board have reached an agreement for a successor collective bargaining agreement (CBA). The proposed CBA includes support from both the Town and the Police League to begin the process to withdraw the Town of Medfield from the Commonwealth of Massachusetts Civil Service System and institute a local managed system for hiring and promotions. For more information on Civil Service please read the Review of Town Finances at the beginning of the Warrant Report. If this article is passed by the Town Meeting, it will then move to a ballot question at the March 2024 Annual Town Election.*

**Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

FINANCIAL ARTICLES

Article 6. Creation of Opioid Stabilization Fund

To see if the Town will vote to establish, pursuant to Chapter 40, Section 5B of the Massachusetts General Laws, a special purpose stabilization fund to be known as the “Opioid Settlement Stabilization Fund”, the purpose of which shall be for the funding of opioid prevention, harm reduction, treatment, and recovery programs as further detailed in the Massachusetts State Subdivision Agreement for Statewide Opioid Settlements and to see if the Town will dedicate all of the revenue received from the Massachusetts Statewide Opioid Settlement, effective for fiscal year 2024 beginning July 1, 2023; or do or act anything in relation thereto.

(Select Board)
Two-Thirds Vote Required

Summary: *The Town Meeting, with a 2/3 vote, can create a special purpose stabilization fund. The Town has been a party to the Massachusetts Statewide Agreement for Opioid Settlement funds between the Massachusetts Attorney General and certain non-bankrupt opioid industry participants. The Town will receive annual payments over the next eighteen years. The Town is bound by strict requirements in the settlement agreement on how to handle these funds.*

Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE

Article 7. Transfer into Opioid Stabilization Fund

To see if the Town will vote to transfer from Free Cash the sum of \$92,139 into the Opioid Settlement Stabilization Fund, created by Article 6 of this Annual Town Meeting; or do or act anything in relation thereto.

(Select Board)

Summary: *The Town has received a total of \$92,139 to date from the Opioid Settlement Agreement as described in Article 6. Due to the timing of receiving these funds they closed to free cash at the end of the FY2022. Due to the limitation on their spending, they cannot remain in Free Cash and this article recommends they be appropriated into the new stabilization fund as set out in Article 6.*

Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE

Article 8. Transfer out of Opioid Stabilization Fund

To see if the Town will vote to transfer \$68,000 from the Opioid Settlement Stabilization Fund for the funding of prevention, harm reduction, treatment, and recovery programs as further detailed in the Massachusetts State Subdivision Agreement for Statewide Opioid Settlements; or do or act anything in relation thereto.

(Select Board)
Two-Thirds Vote Required

Summary: *If Town Meeting approves Article 6 and 7, this article transfers \$68,000 from the new Opioid Stabilization fund to offset the Medfield Outreach Budget request for a new clinician that will work with both the Outreach Department and the Council on Aging to provide additional education and prevention work as outlined in the Opioid Settlement Agreement.*

Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE

Article 9. Authorization for New Vaccine Revolving Fund

To see if the Town will vote to amend the Code of the Town of Medfield by adding a new Section 5.10, to establish and authorize the following revolving fund under Massachusetts General Laws Chapter 44, Section 53E½, as follows; and further to appropriate a sum of \$5,000 from Free Cash into the Vaccine Revolving fund;

5.10 Vaccine Revolving Fund

- (1) Fund Name. There shall be a separate fund called the Vaccine Revolving Fund authorized for use by the Public Health Department.
- (2) Revenues. The Town Accountant shall establish the Vaccine Revolving Fund as a separate account and credit to the fund all of the fees, charges or other receipts to be charged and received by the Town in connection with vaccine clinics.
- (3) Purposes and Expenditures. During each fiscal year, the Public Health Nurse may incur liabilities against and spend monies from the Vaccine Revolving Fund for vaccine clinic materials and expenses.
- (4) Fiscal Years. The Vaccine Revolving Fund shall operate for fiscal years that begin on or after July 1, 2023.

or do or act anything in relation thereto.

(Select Board)

Summary: *This new revolving fund established under Massachusetts General Laws Chapter 44, Section 53E½ will be credited with the receipts received in connection with the vaccine program*

operated by the Public Health Nurse. A minimum of \$5,000 is required to establish the fund which is proposed to be transferred from Free Cash.

Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE

Article 10. Annual Revolving Fund Expenditure Limit Authorization

To see if the Town will vote to set Expenditure Limits for Massachusetts General Laws Chapter 44, Section 53E ½ Revolving Funds established under the Code of the Town of Medfield, Chapter 117 Departmental Revolving Funds for Fiscal Year 2024, as follows:

Section		Amount
5.1	Fire Alarm Revolving Fund	\$10,000
5.2	Ambulance Revolving Fund	35,000
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	2,000
5.6	Library Revolving Fund	5,000
5.7	Respite Care Revolving Fund	75,000
5.8	Transfer Station Recycling Revolving Fund	10,000
5.9	Former State Hospital Revolving Fund	100,000
5.10	Vaccine Revolving Fund	10,000
	Total	\$650,000

or do or act anything in relation thereto.

(Select Board)

Summary: *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 limit that can be made from each of these Massachusetts General Laws 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.*

Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE

Article 11. Cemetery Perpetual Care Trust Funds

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;

Perpetual Care 2022

Athena Kalemkeridis	\$3,000.00
Peter J. Kelly	\$1,500.00
John George Howard	\$3,000.00
Georganne & John Gerlach	\$3,000.00
Erin Colleen Davis	\$600.00
James Donovan	\$600.00
Richard T. Haverty	\$600.00
Helga Salomone	\$600.00
Andrea M. Conboy	\$750.00
Malcolm Leggett	\$3,000.00
Grover & Schaub-Foley	\$3,000.00
Bret Swedeen	\$600.00
Constance B. Geiger	\$750.00
Jonathan L. Danielson	\$750.00
Mary Lou Finn	\$3,000.00
Michael & Carole Rogers	\$100.00
Paul & Leigh Fitzgerald	\$750.00
Anna Maria Kennedy	\$600.00
William J. Petrusiak	\$3,000.00
Bob & Betsy Conlon	\$3,000.00
Andrew & Nancy Fitzgerald	\$750.00
Alan & Caroline Necchi	\$1,500.00
Joanne Mullen	\$3,000.00
Iris J. Carlson	\$600.00
Lynn Judge	\$3,000.00
Richard H. Holbrook	\$3,000.00
Steven Graziano	\$600.00
Cheryl & Daniel Vieira	\$3,000.00
Neal & Virginia Olsen	\$3,000.00
Eric Iafolla	\$600.00
Beverly Dillon	\$3,000.00
Total	\$54,250.00

or do or act anything in relation thereto.

(Cemetery Commission)

Summary: *Each year, fifty percent of the purchase price of a cemetery plot is transferred to the Cemetery Perpetual Care Trust Fund. 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 Trust Fund as of December 31, 2022 was \$1,335,794.*

**Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 12. Vine Lake Cemetery Expansion Study

To see if the Town will vote to appropriate \$80,000 from the Sale of Cemetery Lots Fund to be expended under the direction of the Department of Public Works Director and Cemetery Commissioners to pay for the costs of a Vine Lake Cemetery Expansion Study, including but not limited to engineering design and layout including infrastructure, and cost estimates for the Vine Lake Cemetery Expansion Project located at 625 Main Street, Medfield, MA; or do or act anything in relation thereto.

(Department of Public Works Director/Cemetery Commission)

Summary: *The Cemetery Commission is recommending the Town begin the process of laying out a master plan for the expansion of the Vine Lake Cemetery. The cemetery expansion study will examine plot layout, grading, retaining wall design, planting, drainage, and road design. The expansion of the cemetery is expected to provide 1,193 additional plots.*

**Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 13. Local PEG Access Appropriation

To see if the Town will vote to appropriate \$283,107.19 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.

(Select Board)

Summary: *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. These fees must be used to provide PEG access services and programming. This article transfers those funds collected to date to Medfield TV.

Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE

Article 14. Affordable Housing Trust Request for Funding

To see if the Town will vote to appropriate the sum of \$15,000 and determine in what manner said sum shall be raised for the purpose of funding the Medfield Affordable Housing Trust (the “MAHT” or Trust) to employ consultants, including lawyers, to advise it in planning and negotiating with third party developers and/or operators of group homes for citizens with intellectual and developmental disabilities (“IDD”), a key goal of the Trust’s Housing Production Plan (HPP); or do or act anything in relation thereto.

(Affordable Housing Trust)

Summary: *At the 2017 Annual Meeting, the Town approved the creation of the Medfield Affordable Housing Trust and funded the Trust with a \$1 million bond authorization to fund affordable housing projects in Medfield. However, this authority is limited to acquiring real property or a deed restriction in real property, but not for other purposes, such as to pay consultants to study or structure an affordable housing proposal. Since the Trust does not have an operating source of funds, it is financially constrained from pursuing its affordable housing goals promulgated in its Housing Production Plan, which guides the Town in achieving and maintaining Chapter 40B safe harbor. One of the Trust’s unmet HPP goals is the creation of a group home to provide affordable housing to Medfield area citizens with intellectual and developmental disabilities. The Trust currently has a consultant surveying area families whose adult children with IDD might benefit from a group home. When the results from the current study are accepted by the Trust, a Request for Information from group home developer/operators will be issued, ultimately leading to a Request for Proposal for the establishment of a group home in Medfield. It is to engage any needed expert to advise the Trust and to prepare the requests for the group home initiative that the Affordable Housing Trust is requesting this one-time appropriation from Town Meeting.*

Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE

Article 15. Transfers to the Municipal Building Stabilization Fund

To see if the Town will vote to transfer \$24,342 received from the Massachusetts School Building Authority for reimbursements for the Dale Street Feasibility Study, \$47,953 in unexpended appropriation funds, and the remaining balance, at June 30, 2023, of the fiscal year

2023 Emergency Repairs fund to the Municipal Buildings Capital Stabilization Fund; or do or act anything in relation thereto.

(Select Board)

Summary: *This money was received from the Massachusetts School Building Authority (MSBA) as the final reimbursement payment for the feasibility study that was approved at the 2018 Annual Town Meeting. The feasibility study was appropriated from the Municipal Building Stabilization Fund (MBSF) and therefore any reimbursement must be transferred back to this fund. The unexpended appropriations are from former capital and municipal building projects that have been completed or no longer necessary. In addition, the Annual Town Meeting appropriates a sum of money each year from the MBSF to be used for emergency repairs with the Select Board's approval. The remaining balance at end of the fiscal year must be transferred back to the MBSF.*

**Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 16. Capital Projects: Municipal Buildings

To see if the Town will vote to appropriate a sum of money and transfer said sum from the Municipal Stabilization Fund created under Article 42 of the 2018 Annual Town Meeting and the Parks and Recreation Revolving Fund for the purposes and amounts as set out below; or do or act anything in relation thereto.

FACILITY	PROJECT	RECOMMENDED FUNDING
Medfield High School	Fire Alarm Replacement	\$300,000
	Preventive Maintenance – Air Handler Unit (AHU)	\$15,000
	Preventive Maintenance – Roof Top Unit (RTU)	\$25,000
	Tennis Courts	\$150,000
Blake Middle School	Preventive Maintenance - RTU's	\$25,000
	Auditorium Seating	\$150,000
	Carpet / Tile Replacement	\$15,000
Dale Street School	Asbestos Flooring Abatement/Replacement	\$50,000
	Gym/Auditorium Curtain	\$25,500
	Gym Lift Repair	\$8,000
	Ceiling Tile Replacement	\$50,000

Wheelock School	Preventive Maintenance - Fan Coil Units	\$10,000
	Preventive Maintenance - Exhaust Fans	\$10,000
	Flooring / VCT Abatement / Carpet	\$25,000
Memorial School	Preventive Maintenance - RTU's	\$15,000
	VCT Flooring Replacement	\$15,000
	Duct Cleaning	\$7,000
	Engineering Study - Boiler	\$15,000
District Wide	Equipment Replacement	\$12,000
Town House	Misc. Exterior Façade Repairs	\$20,000
	Carpet Replacement	\$40,000
	Preventive Maintenance - AHU	\$3,000
	Exterior Painting	\$60,000
	Preventive Maintenance - Exhaust Fans	\$5,000
	Engineering Study - Chiller	\$15,000
Public Safety	Card Reader Repairs	\$5,000
Parks and Recreation	Hinkley Bath Renovation	\$85,000
Center at Medfield	Building Envelope Repairs	\$15,000
	Roof Structure over Patio	\$15,000
Public Library	RTU Replacement (Green Communities)	\$65,000
	Fire Alarm System Replacement	\$30,000
	ATC Computer Controls	\$10,000
Town and School	Emergency Repair Funding	\$175,000
	Project Management Services	\$25,000

FUNDING SOURCE	AMOUNT
Parks and Recreation Revolving Fund	\$85,000
Municipal Building Stabilization Fund	\$1,405,500
Total	\$1,490,500

(Select Board/Capital Budget Committee/School Committee)
Two- Thirds Vote Required

Summary: *The 2018 Annual Town Meeting and subsequent override in June of 2018, the voters of Medfield approved the creation and funding for a special purpose stabilization fund entitled the “Municipal Buildings Capital Stabilization Fund.” The purpose 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, reviewed, and recommended by the Capital Budget Committee to be completed utilizing funding available in the dedicated Municipal Buildings Capital Stabilization Fund and the Parks and Recreation Revolving Fund.*

Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE

Article 17. Appropriation to the Capital Stabilization Fund

To see if the Town will vote to raise and appropriate and/or transfer from available funds, \$850,000, into the designated “Capital Stabilization Fund;” or do or act anything in relation thereto.

(Select Board)

Summary: *The 2021 Annual Town Meeting approved the creation of a special purpose stabilization fund entitled “Capital Stabilization Fund.” This 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 \$850,000 will be transferred from available certified free cash.*

Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE

Article 18. Capital Budget

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; or do or act anything in relation thereto.

Dept	Request	Recommended Amount	Funding Source
Fire	Lease-Purchase payment for new Fire Engine (leased in FY21)	\$48,095	FY24 Tax Levy
Fire	Structural Fire Gear	\$30,000	Capital Stabilization Fund

Fire	Foam System for Engine 3	\$15,000	ALS Revolving Fund
Parks and Recreation	Hinkley Pond Storage Shed	\$12,000	Parks and Recreation Revolving Fund
DPW	Mini Excavator	\$85,000	Capital Stabilization Fund
DPW	New Hybrid Vehicle	\$55,000	Capital Stabilization Fund
DPW	Recycling Compactor	\$30,000	Capital Stabilization Fund
DPW PM	Pavement Management	\$185,000	Capital Stabilization Fund
IT	School Information Technology Infrastructure	\$300,000	Capital Stabilization Fund
IT	Town Information Technology Infrastructure	\$30,000	Capital Stabilization Fund
Police	Hybrid Vehicle Line Cruiser	\$36,000	Capital Stabilization Fund
Facilities	Vehicle Replacement	\$45,000	Capital Stabilization Fund
Water Ent	SCADA	\$100,000	Water Enterprise Fund
Water Ent	Water Main Replacement Eng	\$100,000	Water Enterprise Fund
Sewer Ent	SCADA	\$100,000	Sewer Enterprise Fund
Sewer Ent	Infiltration/Inflow	\$125,000	Sewer Enterprise Fund
	Total	\$1,296,095	

FUNDING SOURCE	AMOUNT
FY2024 Tax Levy	\$48,095
Capital Stabilization Fund	\$796,000
Parks and Recreation Revolving Fund	\$12,000
ALS Revolving Fund	\$15,000
Water Enterprise Fund	\$200,000
Sewer Enterprise Fund	\$225,000
Total	\$1,296,095

(Select Board/Capital Budget Committee)
Two- Thirds Vote Required

Summary: *The 2021 Annual Town Meeting created the dedicated “Capital Stabilization Fund” which began the process of a long-term funding mechanism for the Capital Budget. The first step in this process occurred in FY2020 with the adoption of the five-year capital improvement plan (CIP). The FY2023 Capital Budget requests are included in the five-year CIP that as adopted by the Capital Budget Committee and are consistent with the Town’s financial policies. This year’s requests are funded from multiple sources including the Capital Stabilization Fund, Parks and Recreation Revolving Fund, and the Water and Sewer Enterprise Funds. If these capital items are deemed allowable expenses under the Town’s American Rescue Plan Act (ARPA) stimulus funding, that will be utilized first before the funds from the Capital Stabilization Fund. The Select*

Board has already voted to authorize up to \$350,000 of ARPA funding for the FY2024 Capital Budget.

**Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 19. Construction of Garage at the CENTER at Medfield

To see if the Town will vote to transfer a sum of money from the proceeds of the Hinkley South sale of land, or otherwise provide a sum of money for the purpose of design and construction of a garage at the CENTER at Medfield, 1 Ice House Road; or do or act anything in relation thereto.

(Select Board/Council on Aging Board)

***Summary:** Article 20 of the 2021 Annual Town Meeting acquired additional land from the Council on Aging (COA) to accommodate a shift in the Hinkley South proposed senior housing development closer to the CENTER at Medfield. The Select Board negotiated an increase in the original proposed sales price taking into consideration the additional land from the COA. The Select Board agreed to set aside a portion of the proceeds not to exceed \$300,000 for the design and construction of a garage for the COA buses. The revenue generated from the sale of municipal property is subject to Massachusetts General Law Chapter 44, Section 63 which allows the Town to use the funds for a purpose that would be eligible for at least a five-year debt issuance. The remainder of the proceeds from this sale of land, \$450,000, has been placed in the "Sale of Land: Reserved for Appropriation" account.*

**Select Board Recommends Passage
WARRANT COMMITTEE TO BE HEARD**

Article 20. Elementary School Feasibility Study Funding

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum of \$250,000 to be expended under the direction of the School Building Committee for paying the costs of a feasibility study including but not limited to, an independent comprehensive school enrollment and capacity analysis, public outreach, obtaining soil borings, topographical studies, land surveys, wetlands surveys, land surveys, wetlands surveys, preliminary site development plans, schematic designs, architectural and engineering designs, cost estimates, independent enrollment studies, construction alternatives, and any incidental or related services, for the addition and/or renovation to or replacement of the Dale Street Elementary School, located at 45 Adams Street, Medfield, MA 02052; or do or act anything in relation thereto.

(Select Board/School Committee/School Building Committee)

***Summary:** This article would appropriate \$250,000 to be expended under the direction of the newly formed School Building Committee as they work towards a new Elementary School*

Project. This appropriation will be transferred from available certified Free Cash and will increase the total available funds to \$500,000. This amount is not expected to fully fund a new feasibility study but will allow the School Building Committee to keep moving forward.

**Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 21. Prior Year Bills

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide \$6,221.50 for the purpose of paying the prior year bills incurred in a prior Fiscal Year; or do or act anything in relation thereto.

**(Select Board)
Four- Fifths Vote Required**

Summary: *There were multiple invoices that were not received until after the close of the fiscal year in 2022. Since the general ledger books were closed for the prior fiscal year, it is now necessary to appropriate a total of \$6,221.50 in order to provide payment on prior year expenditures. This requires a Town Meeting vote of 80%.*

**Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 22. FY2024 Operating Budget

To see if the Town will vote to raise and appropriate and/or transfer from available funds, sums of money requested by the Select Board or any other Town Officer, Board, Commission, or Committee to defray operating expenses of the Town for the fiscal year commencing July 1, 2023 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.

(Select Board)

Summary: *This article represents the appropriations for the operating budgets for the various Municipal and School Departments for FY2024 which runs July 1, 2023 to June 30, 2024. Additional information about the Town and School budget requests can be found on the Town's website: <http://www.town.medfield.net/2165/FY2024-Budget>.*

**Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

ARTICLE 22 OPERATING BUDGETS

ORGANIZATION CODE	DEPARTMENT	Appropriated 2022/2023	DEPT REQUEST 2023/2024	FY24 WARR COMM RECOMMENDS
01-912-2	WORKERS COMPENSATION INSURANCE	\$ 248,000	\$ 257,920	\$ 280,878
01-914-2	HEALTH & LIFE INSURANCE	\$ 4,692,109	\$ 5,113,948	\$ 4,944,710
01-945-2	LIABILITY INSURANCE	\$ 366,000	\$ 398,600	\$ 374,507
	TOTAL	\$ 5,306,109	\$ 5,770,468	\$ 5,600,095
01-913-2	UNEMPLOYMENT COMPENSATION	\$ -	\$ 50,000	\$ 30,000
01-916-2	MEDICARE INSURANCE	\$ 624,000	\$ 665,000	\$ 665,000
01-911-2	COUNTY RETIREMENT CONTRIBUTION	\$ 3,394,258	\$ 3,394,258	\$ 3,296,275
01-915-2	OPEB CONTRIBUTION	\$ 500,000	\$ 525,000	\$ 525,000
*****	TOTAL TOWN & SCHOOL EMPLOYEE BENEFITS	\$ 9,824,367	\$ 10,404,726	\$ 10,116,370
01-122-1	SELECTMEN-SALARIES	\$ 2,700	\$ 2,700	\$ 2,700
01-122-2	SELECTMEN-OPERATIONS	\$ 12,820	\$ 12,820	\$ 13,159
	TOTAL	\$ 15,520	\$ 15,520	\$ 15,859
01-123-1	TOWN ADMINISTRATOR-SALARIES	\$ 406,548	\$ 422,681	\$ 428,712
01-123-2	TOWN ADMINISTRATOR-OPERATIONS	\$ 24,340	\$ 24,340	\$ 24,340
	TOTAL	\$ 430,888	\$ 447,021	\$ 453,052
01-131-2	WARRANT COMMITTEE-OPERATIONS	\$ -	\$ -	\$ -
01-134-1	TOWN ACCOUNTANT-SALARIES	\$ 218,376	\$ 192,254	\$ 198,017
01-134-2	TOWN ACCOUNTANT-OPERATIONS	\$ 58,624	\$ 52,320	\$ 52,320
	TOTAL	\$ 277,000	\$ 244,574	\$ 250,337
01-141-1	ASSESSORS-SALARIES	\$ 207,342	\$ 218,348	\$ 227,883
01-141-2	ASSESSORS-OPERATIONS	\$ 27,395	\$ 27,585	\$ 24,585
	TOTAL	\$ 234,737	\$ 245,933	\$ 252,468
01-145-1	TREASURER/COLLECTOR-SALARIES	\$ 217,853	\$ 220,883	\$ 227,467
01-145-2	TREASURER/COLLECTOR-OPERATIONS	\$ 79,920	\$ 86,245	\$ 86,245
	TOTAL	\$ 297,773	\$ 307,128	\$ 313,712

ARTICLE 22 OPERATING BUDGETS

ORGANIZATION CODE	DEPARTMENT	Appropriated 2022/2023	DEPT REQUEST 2023/2024	FY24 WARR COMM RECOMMENDS
01-151-2	TOWN COUNSEL-OPERATIONS	\$ 123,533	\$ 146,944	\$ 124,944
01-152-1	HUMAN RESOURCE-SALARIES	\$ 99,956	\$ 394,503	\$ 95,356
01-152-2	HUMAN RESOURCE-OPERATIONS	\$ 5,060	\$ 5,060	\$ 5,060
	TOTAL	\$ 105,016	\$ 399,563	\$ 100,416
01-155-1	INFORMATION TECHNOLOGY-SALARIES	\$ 80,509	\$ 81,734	\$ 84,167
01-155-2	INFORMATION TECHNOLOGY-OPERATIONS	\$ 154,700	\$ 154,700	\$ 154,700
	TOTAL	\$ 235,209	\$ 236,434	\$ 238,867
01-161-1	TOWN CLERK & ELECTION REGISTR-SALARIES	\$ 125,782	\$ 126,198	\$ 129,346
01-161-2	TOWN CLERK & ELECTION REGISTR-OPERATIONS	\$ 35,050	\$ 35,050	\$ 35,050
	TOTAL	\$ 160,832	\$ 161,248	\$ 164,396
01-171-1	CONSERVATION COMM.-SALARIES	\$ 36,669	\$ 70,000	\$ 36,050
01-171-2	CONSERVATION COMM.-OPERATIONS	\$ 7,940	\$ 7,940	\$ 7,940
	TOTAL	\$ 44,609	\$ 77,940	\$ 43,990
01-175-1	PLANNING + ZONING - SALARIES	\$ 121,925	\$ 125,975	\$ 129,751
01-175-2	PLANNING + ZONING & APPEALS-OPERATIONS	\$ 16,885	\$ 16,885	\$ 16,885
	TOTAL	\$ 138,810	\$ 142,860	\$ 146,636
01-192-1	TN PUBLIC BUILDINGS & PROPERTY MAINT-SALARIES	\$ 117,528	\$ 202,578	\$ 208,381
01-192-2	TN PUBLIC BUILDINGS & PROPERTY MAINT-OPERATIONS	\$ 529,900	\$ 541,646	\$ 547,346
	TOTAL	\$ 647,428	\$ 744,224	\$ 755,727
01-195-1	TOWN REPORT/MEETING-SALARIES	\$ 1,000	\$ 1,000	\$ 1,000
01-195-2	TOWN REPORT/MEETING-OPERATIONS	\$ 14,000	\$ 15,750	\$ 15,750
	TOTAL	\$ 15,000	\$ 16,750	\$ 16,750
01-210-2-1	POLICE OPERATIONS-SALARIES	\$ 2,504,347	\$ 2,539,604	\$ 2,607,465
01-210-2-2	POLICE OPERATIONS-OPERATIONS	\$ 281,999	\$ 298,477	\$ 298,477
	TOTAL	\$ 2,786,346	\$ 2,838,081	\$ 2,905,942
01-210-4-2	TRAFFIC MARKINGS/SIGN-OPERATIONS	\$ 65,024	\$ 62,007	\$ 37,007
01-220-7-1	FIRE & RESCUE OPERATIONS-SALARIES	\$ 1,417,287	\$ 1,483,497	\$ 1,485,537

ARTICLE 22 OPERATING BUDGETS

ORGANIZATION CODE	DEPARTMENT	Appropriated 2022/2023	DEPT REQUEST 2023/2024	FY24 WARR COMM RECOMMENDS
01-220-7-2	FIRE & RESCUE OPERATIONS-OPERATIONS TOTAL	\$ 173,150 \$ 1,590,437	\$ 179,295 \$ 1,662,792	\$ 179,295 \$ 1,664,832
01-241-1	INSPECTIONS-SALARIES	\$ 240,162	\$ 274,930	\$ 283,149
01-241-2	INSPECTIONS-OPERATIONS TOTAL	\$ 14,258 \$ 254,420	\$ 14,258 \$ 289,188	\$ 14,258 \$ 297,407
01-244-1	SEALER-SALARIES	\$ 2,917	\$ 3,000	\$ 3,000
01-244-2	SEALER-OPERATIONS TOTAL	\$ 200 \$ 3,117	\$ 200 \$ 3,200	\$ 200 \$ 3,200
01-291-1	EMERGENCY MGMT-SALARIES	\$ 4,000	\$ 4,000	\$ 4,000
01-291-2	EMERGENCY MGMT-OPERATIONS TOTAL	\$ 7,500 \$ 11,500	\$ 7,500 \$ 11,500	\$ 7,500 \$ 11,500
01-292-1	ANIMAL CONTROL-SALARIES	\$ 99,740	\$ 99,740	\$ 102,702
01-292-2	ANIMAL CONTROL-OPERATIONS TOTAL	\$ 14,854 \$ 114,594	\$ 14,854 \$ 114,594	\$ 14,854 \$ 117,556
01-294-1	TREE CARE-SALARIES	\$ 24,491	\$ 24,491	\$ 25,226
01-294-2	TREE CARE-OPERATIONS TOTAL	\$ 43,600 \$ 68,091	\$ 49,100 \$ 73,591	\$ 49,100 \$ 74,326
01-422-1	HIGHWAY-SALARIES	\$ 1,094,673	\$ 1,108,461	\$ 1,115,836
01-422-2	HIGHWAY-OPERATIONS TOTAL	\$ 401,975 \$ 1,496,648	\$ 454,975 \$ 1,563,436	\$ 439,975 \$ 1,555,811
01-423-1	SNOW & ICE-SALARIES	\$ 110,463	\$ 110,464	\$ 110,464
01-423-2	SNOW & ICE-OPERATIONS TOTAL	\$ 182,973 \$ 293,436	\$ 182,973 \$ 293,437	\$ 182,973 \$ 293,437
01-424-2	STREET LIGHTING-OPERATIONS	\$ 12,500	\$ 12,500	\$ 12,500
01-426-1	EQUIP REPAIR/MAINT-SALARIES	\$ 157,046	\$ 159,072	\$ 163,491
01-426-2	EQUIP REPAIR/MAINT-OPERATIONS TOTAL	\$ 293,513 \$ 450,559	\$ 293,513 \$ 452,585	\$ 308,513 \$ 472,004
01-429-2	SIDEWALKS-OPERATIONS	\$ 35,000	\$ 35,000	\$ 35,000

ARTICLE 22 OPERATING BUDGETS

ORGANIZATION CODE	DEPARTMENT	Appropriated 2022/2023	DEPT REQUEST 2023/2024	FY24 WARR COMM RECOMMENDS
01-433-1	SOLID WASTE DISPOSAL-SALARIES	\$ 235,582	\$ 238,562	\$ 245,616
01-433-2	SOLID WASTE DISPOSAL-OPERATIONS	\$ 390,232	\$ 393,232	\$ 393,232
	TOTAL	\$ 625,814	\$ 631,794	\$ 638,848
01-491-1	CEMETERY-SALARIES	\$ 171,746	\$ 173,360	\$ 160,516
01-491-2	CEMETERY-OPERATIONS	\$ 35,640	\$ 39,640	\$ 39,640
	TOTAL - SEE PERP CARE CREDIT BELOW	\$ 207,386	\$ 213,000	\$ 200,156
01-512-1	HEALTH-SALARIES	\$ 119,772	\$ 125,772	\$ 129,558
01-512-2	HEALTH-OPERATIONS	\$ 70,823	\$ 75,338	\$ 75,338
	TOTAL	\$ 190,595	\$ 201,110	\$ 204,896
01-541-1	COUNCIL ON AGING-PERSONNEL	\$ 216,898	\$ 237,007	\$ 222,125
01-541-2	COUNCIL ON AGING-OPERATIONS	\$ 33,940	\$ 34,800	\$ 34,800
	TOTAL	\$ 250,838	\$ 271,807	\$ 256,925
01-543-1	VETERANS'-SALARIES	\$ -	\$ -	\$ -
01-543-2	VETERANS'-OPERATIONS	\$ 55,878	\$ 37,800	\$ 59,831
	TOTAL	\$ 55,878	\$ 37,800	\$ 59,831
01-599-1	OUTREACH-SALARIES	\$ 160,965	\$ 173,043	\$ 246,235
01-599-2	OUTREACH-OPERATIONS	\$ 24,380	\$ 24,830	\$ 24,830
	TOTAL	\$ 185,345	\$ 197,873	\$ 271,065
01-610-1	LIBRARY-SALARIES	\$ 580,581	\$ 593,683	\$ 609,530
01-610-2	LIBRARY-OPERATIONS	\$ 221,148	\$ 229,753	\$ 229,753
	TOTAL	\$ 801,729	\$ 823,436	\$ 839,283
01-630-1	PARK & RECREATION-SALARIES	\$ 259,725	\$ 260,747	\$ 275,535
01-630-2	PARK & RECREATION-OPERATIONS	\$ 51,900	\$ 58,720	\$ 58,720
	TOTAL	\$ 311,625	\$ 319,467	\$ 334,255
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	\$ 6,500	\$ 6,500	\$ 7,300

ARTICLE 22 OPERATING BUDGETS

ORGANIZATION CODE	DEPARTMENT	Appropriated 2022/2023	DEPT REQUEST 2023/2024	FY24 WARR COMM RECOMMENDS
01-997-2	RESERVE FUND	\$ 170,000	\$ 170,000	\$ 170,000
*****	TOTAL TOWN DEPARTMENTS	\$ 12,717,037	\$ 13,474,137	\$ 13,343,535
01-996-2	STABILIZATION	\$ 700,000	\$ 200,000	\$ 500,000
01-710-2	TOWN DEBT-PRINCIPAL	\$ 3,958,200	\$ 2,914,709	\$ 2,914,709
01-751-2	TOWN DEBT-INTEREST	\$ 1,312,070	\$ 1,160,574	\$ 1,160,574
	TOTAL DEBT PAYMENTS	\$ 5,270,270	\$ 4,075,283	\$ 4,075,283
01-301-2	REGIONAL VOC SCHOOL-OPERATIONS	\$ 143,023	\$ 143,023	\$ 107,355
01-300-1	SCHOOL-PERSONNEL	\$ 33,014,934		\$ 34,436,364
01-300-2	SCHOOL ADMINISTRATION-OPERATIONS	\$ 6,492,014	\$ 41,472,784	\$ 6,740,420
*****	TOTAL TOWN SCHOOLS	\$ 39,506,948	\$ 41,472,784	\$ 41,176,784
S U M M A R Y				
	TOTAL TOWN & SCHOOL EMPLOYEE BENEFITS	\$ 9,824,367	\$ 10,404,726	\$ 10,116,370
	TOTAL TOWN DEPARTMENTS	\$ 12,717,037	\$ 13,474,137	\$ 13,343,535
	TOTAL TOWN STABILIZATION	\$ 700,000	\$ 200,000	\$ 500,000
	TOTAL DEBT PAYMENTS	\$ 5,270,270	\$ 4,075,283	\$ 4,075,283
	TOTAL REGIONAL VOC SCHOOL	\$ 143,023	\$ 143,023	\$ 107,355
	TOTAL SCHOOLS	\$ 39,506,948	\$ 41,472,784	\$ 41,176,784
	TOTAL OPERATING BUDGET	\$ 68,161,645	\$ 69,769,953	\$ 69,319,327
	LESS: CEMETERY- PERP CARE CREDIT	\$ -	\$ 15,000	\$ 15,000
	LESS: FROM WAT ENT FD INDIR COSTS EFF FY24	\$ 1,825,627	\$ 1,780,661	\$ 1,780,661
	LESS: FROM SEW ENT FD INDIR COSTS EFF FY24	\$ 472,653	\$ 482,806	\$ 482,806
	LESS: FROM PENSION RESERVE FUND	\$ 200,000	\$ 275,000	\$ 275,000
	LESS: FROM BOND PREMIUM RED GATE FARM	\$ 1,833	\$ 1,633	\$ 1,633
	LESS: FROM BOND PREMIUM HS FIELD RENOVATION	\$ 3,000	\$ 3,000	\$ 3,000
	LESS: FROM BOND PREMIUM TOWN GARAGE SOLAR ARRAY	\$ 3,683	\$ 3,683	\$ 3,683
	LESS: BOND PREM IN EXCESS OF BORROWING COSTS 9/21	\$ -	\$ 4,144	\$ 4,144
	LESS: EXCLUDED DEBT RESERVED FROM 9/21 REFUNDING	\$ -	\$ 19,661	\$ 19,661
	LESS: FREE CASH FOR OPEB	\$ 500,000	\$ 525,000	\$ 525,000
	LESS: FREE CASH FOR STABILIZATION	\$ 700,000	\$ 200,000	\$ 500,000

ORGANIZATION CODE	ARTICLE 22 OPERATING BUDGETS			FY24 WARR COMM RECOMMENDS
	DEPARTMENT	Appropriated 2022/2023	DEPT REQUEST 2023/2024	
	LESS: USE OF SCHOOL PROPERTY REVOLVING-850	\$ 30,000	\$ 30,000	\$ 30,000
	LESS: USE OF ALS REVOLVING FUND	\$ 245,000	\$ 300,000	\$ 300,000
	LESS: USE OF ADULT RESPITE CARE REVOLVING FUND	\$ -	\$ 10,000	\$ 10,000
	LESS: FROM TRANSPORTATION GRANT	\$ 535	\$ 651	\$ 651
	LESS: FROM OPIOID SETTLEMENT STABILIZATION FUND	\$ -	\$ 68,000	\$ 68,000
	LESS: FROM MSBA BAN INT REIMB	\$ 4,194	\$ -	\$ -
	LESS: FROM MSBA GR TO OFFSET SCH DEBT	\$ 583,535	\$ -	\$ -
	TOTAL OTHER REVENUE SOURCE	\$ 4,570,060	\$ 3,719,239	\$ 4,019,239
	NET OPERATING APPROPRIATION	\$ 63,591,585	\$ 66,050,714	\$ 65,300,088

Article 23. FY2024 Water and Sewer Enterprise Fund Budget

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:

Expense	FY2024 Amount
Salaries	\$509,806
Operations	\$650,320
Emergency Reserve Fund	\$100,000
Capital Outlay	\$200,000
Total	\$1,460,126

Water Enterprise Fund Indirect Costs:

Expense	FY2024 Amount
Debt Service	\$1,368,832
Salaries, Benefits, Facilities, OPEB and other indirect costs	\$411,829
Total	\$1,780,661

Water Enterprise Fund Total: \$3,240,787

Sewer Enterprise Fund Direct Costs:

Expense	FY2024 Amount
Salaries	\$348,059
Operations	\$993,030
Emergency Reserve Fund	\$100,000
Infiltration and Inflow	\$25,000
Capital Outlay	\$225,000
Total	\$1,691,089

Sewer Enterprise Fund Indirect Costs:

Expense	FY2024 Amount
Debt Service	\$145,269
Salaries, Benefits, Facilities, OPEB and other indirect costs	\$337,537
Total	\$482,806

Sewer Enterprise Fund total: \$2,173,895

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

Water Fees for Service (User Fees)	\$2,933,765
Water Available Funds	\$7,023
Water Free Cash	\$300,00
Water Enterprise Fund Total	\$3,240,787

Sewer Fees for Service (User Fees)	\$1,844,214
Sewer Available Funds	\$4,681
Sewer Free Cash	\$325,000
Sewer Enterprise Fund Total	\$2,173,895

Water and Sewer Enterprise Funds Total \$5,414,682

(Board of Water and Sewerage/Department of Public Works Director)

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

**Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 24. Rescind Bond Authorization for Water Treatment Plant

To see if the Town will vote to rescind the \$500,000 portion of the \$12,000,000 borrowing authorization approved by the Town on May 17, 2021 (Article 13) for the water wells and water treatment plant project that has not been used and that is no longer needed for such purpose; or do or act anything in relation thereto.

(Select Board)

Summary: *The Town borrowed \$11,500,000 in September 2021 for the construction of a new Water Treatment Plant. Therefore, the above-noted authorization is no longer needed. It is necessary for Town Meeting to rescind the balance of the bond authorization so it can be removed from the Town's financial records.*

**Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

GENERAL ARTICLES

Article 25. School Committee Power Purchase Agreement and Lease Authorization for Solar Photovoltaic

To see if the Town will vote to authorize the Select Board and the School Committee, pursuant to Massachusetts General Law Chapter 59, Section 38H to enter into power purchase agreements and lease agreements for power generated by solar energy systems to be constructed at the Amos Clark Kingsbury High School, 88R South Street, Thomas Blake Middle School, 24 Pound Street, and Memorial School, 59 Adams Street, or at any other school property; and further to authorize the School Committee to lease portions of the property at the Amos Clark Kingsbury High School, Thomas Blake Middle School and the Memorial School or any other school property for the purpose of constructing a solar energy system and accessory equipment for the installation of solar photovoltaic on such terms that the Select Board and/or School Committee deem to be in the best interest of the Town of Medfield; or do or act anything in relation thereto.

(Medfield Energy Committee/School Committee)
Two-Thirds Vote Required

***Summary:** This article provides the authority to the Select Board and/or School Committee to negotiate and enter into power purchase agreements (PPA) and lease agreements with solar developers for projects at the High School, Middle School, and Memorial School and any other school property. A PPA is a commitment to purchase power produced by solar panels at a negotiated rate for a 25 year period, achieving savings on electricity. In addition, this article provides authority for the Select Board and/or School Committee to lease school property for the construction of solar canopies and/or rooftop facilities.*

Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE

Article 26. Change of Hours for Noise Bylaw

To see if the Town will vote to amend the Medfield Town Code Chapter 180. Noise, Article IV. Prohibited Operations and Activities, § 180-5. Prohibited Noise by adding the following language in **BOLD**:

“ shall be prohibited between the hours of 7PM to 7AM **except that no work shall take place on Saturday before 8AM or Sunday before 9AM.**

or do or act anything in relation thereto.

(Select Board)

Summary: *The current “Noise bylaw” prohibits noise from **commercial** uses and operations from 7AM to 7PM seven days a week. This article would amend the current bylaw to prohibit noise from commercial uses and operations on Saturday before 8AM and Sunday before 9AM. You may review the list of commercial uses and operations in the existing bylaw: <https://ecode360.com/30360923>.*

Select Board Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE

Article 27. Water Conservation: Private Well Restrictions

To see if the Town will vote to amend The Code of the Town of Medfield Chapter 270 Water Article I Water Conservation: Water Use Restriction and Ban as follows:

Section 270-3 Application and Exemptions Subsection A:

Strike existing language and replace with: Water supply conservation measures apply both to public water supply and private well owners or users,

Section 270-4 Definitions:

Medfield Water Supply: Add, at end of existing sentence: and private wells

Person: Strike existing language and replace with: Any individual, corporation, trust, partnership, or association or other entity located in Medfield and who is either connected to the Medfield water supply or owns or uses a private well to supply water.

Section 270-5 Declaration of state of water supply conservation

Add, at end of second sentence: as well as to private well owners or users

or do or act anything in relation thereto.

(Select Board)

Summary: *The Town of Medfield Code Chapter 270 water conservation use restrictions only applies currently to public water supply owners or users. This article will amend the current bylaw to include private well owners or users.*

Select Board Recommends Passage
WARRANT COMMITTEE TO BE HEARD

CITIZEN PETITIONS

Article 28. Citizens Petition: School Committee Public Hearings

To see if the Town will vote to amend Town Charter Section 5, Article 5-2 School Committee Powers and Duties, or create a new town bylaw under Chapter 10, Boards, Commissions, Committees and Councils, that would require a quorum of Medfield School Committee members to hold a public hearing, **if not already required by law and scheduled within 30 days**, on a topic within its scope of authority if requested in writing by at least **25 registered Medfield voters** with signatures verified by the Town Clerk.

The hearing shall be held not less than 14 days after publication of a notice thereof in a newspaper having general circulation in the town.

At least 48 hours prior to such a public hearing, School Committee shall make available to the public via electronic means its meeting packet containing relevant documents for the hearing.

At the time and place of the hearing, as properly advertised, all interested persons shall be given the opportunity to be heard on the topic at hand under School Committee authority, which primarily concerns the school budget, superintendent performance, and district educational goals and policies.

Requests for a hearing related to school personnel (other than the superintendent) or students will be generally prohibited.

Or take any other action in relation thereto.

(Citizens Petition)

Summary from Citizen Petition: *Through existing policy, Medfield School Committee confirms it has the freedom to conduct a public hearing “as it deems advisable.” However, there is no language in existing school policy that defines how the committee is to be advised, i.e., the process by which it will confirm a particular topic needs public input and discussion via a hearing. School Committee members are elected by voters to represent the citizens of Medfield. As such, the most effective way to determine if a public hearing is truly needed is for School Committee to listen and respond to feedback from many of its constituents. This citizen’s petition is especially important now that it has become even more difficult for citizens to secure items on the agenda for regular school committee meetings.*

**Select Board To Be Heard
WARRANT COMMITTEE TO BE HEARD**

Article 29. Citizens Petition: Compensation Transparency

To see if the Town will vote to Compensation Transparency: All Compensation, Bonuses and Reimbursements shall be made public on an annual basis to the citizens of Medfield through Town Warrant.

Monies collected by Department Heads, Town Managers, Superintendents, Assistants, and staff shall be itemized for Taxpayer review.

(Citizens Petition)

**Select Board Recommends Passage of the Proposed Motion
WARRANT COMMITTEE TO BE HEARD**

Article 30. Citizens Petition: Creation of Groundwater Protection Committee

To see if the Town will vote to create a Groundwater Protection Committee that would serve to protect the quality and sustainability of Medfield's water resources. The committee would be comprised of five or more members with expertise in a variety of related fields, including but not limited to water management, conservation, engineering, environmental science, public health, and/or communications.

In collaboration with Town administration, other Town boards and committees, and watershed protection partners, the Groundwater Protection Committee would: identify and review issues that impact Medfield groundwater; promote groundwater preservation and protection; broaden greater citizen understanding of groundwater-related issues; and help to make recommendations to the Town, as needed, for protection strategies. The Groundwater Protection Committee would serve as both an advisory and working committee to achieve stated objectives. It would also seek grant funding, as needed, to support its efforts, or take any other action in relation thereto.

(Citizens Petition)

**Select Board Recommends Dismissal
WARRANT COMMITTEE TO BE HEARD**

Article 31. Free Cash

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 2024; or do or act anything in relation thereto.

(Board of Assessors)

**Select Board to Be Heard
WARRANT COMMITTEE TO BE HEARD**

WATER ENTERPRISE FUND
FISCAL YEAR 2024
ESTIMATED REVENUES AND EXPENDITURES

WATER ENTERPRISE REVENUES & AVAILABLE FUNDS:

USER CHARGES	\$	2,933,764	
WATER AVAILABLE FUNDS	\$	7,023	
WATER FREE CASH	\$	300,000	
TOTAL WATER REVENUES			\$ 3,240,787

TOTAL COSTS APPROPRIATED IN THE WATER DEPARTMENT

ORGANIZATION CODE 60-410-1 AND 60-410-2:

PERSONNEL	\$	509,806
OPERATIONS	\$	650,320
EMERGENCY RESERVE FUND	\$	100,000
	\$	1,260,126

INDIR/ALLOCATED EXPENSES APPROPRIATED

DEPARTMENTAL BUDGETS:

DEBT SERVICE:

PRINCIPAL 01-710-2	\$	943,000
INTEREST 01-751-2	\$	425,832
TOTAL DEBT SERVICE	\$	1,368,832

INSURANCE	\$	84,959
CNTY RETIREMENT CONTRIBUTION	\$	114,199
SHARED EMPLOYEES	\$	160,502
SHARED FACILITIES	\$	32,343
OPEB CONTRIBUTION	\$	19,826

SUB-TOTAL ALLOCATED EXPENSES \$ 411,829

TOTAL-ALLOCATED EXPENSES \$ 1,780,661

TOTAL COSTS OF WATER OPERATING BUDGET \$ 3,040,787

APPROPRIATED IN CAPITAL BUDGET FROM WATER FREE CASH

CB24 - WATER MAIN REPLACEMENT ENGINEERING	\$	100,000
CB24 - SCADA IMPROVEMENTS	\$	100,000
TOTAL	\$	200,000

TOTAL APPROP FR WATER FREE CASH FOR CAP PROJ \$ 200,000

ESTIMATED EXPENSES 3,240,787

ESTIMATED WATER FUND SURPLUS (DEFICIT) \$ 0

CALCULATION OF GENERAL FUND SUBSIDY:

ENTERPRISE FUND REVENUES AND AVAILABLE FUNDS \$ (3,240,787)

LESS: TOTAL COSTS \$ 3,240,787

LESS: PRIOR YEAR DEFICIT \$ -

GENERAL FUND SUBSIDY \$ -

SOURCES OF FUNDING FOR COSTS APPROPRIATED IN ENTERPRISE FUND:

ENTERPRISE FUND REVENUES \$ 2,933,764

WATER ENTERPRISE RESERVE FOR REDUCTION OF FUTURE DEBT \$ 7,023

WATER ENTERPRISE FREE CASH \$ 300,000

TOTAL SOURCES OF FUNDING FOR COSTS \$ 3,240,787

APPROPRIATED IN THE WATER ENTERPRISE FUND

FY23 WATER ENTERPRISE RATE STRUCTURE:

1 - 10,000	\$70.45 BASE CHARGE EVERY 6 MONTHS
10,001 - 35,000	\$6.22 PER 1,000 GALLONS
35,001 - 70,000	\$9.90 PER 1,000 GALLONS
OVER 70,000 GALLONS	\$14.02 PER 1,000 GALLONS

NOTE: FY24 WATER RATES HAVE NOT BEEN SET

SEWER ENTERPRISE FUND
FISCAL YEAR 2024
ESTIMATED REVENUES AND EXPENDITURES

SEWER ENTERPRISE REVENUES & AVAILABLE FUNDS:		
USER CHARGES	\$	1,844,214
SEWER AVAILABLE FUNDS	\$	4,681
SEWER FREE CASH	\$	325,000
TOTAL SEWER REVENUES	\$	2,173,895

TOTAL COSTS APPROPRIATED IN THE SEWER DEPARTMENT
ORGANIZATION CODE 61-420-1 AND 61-420-2:

PERSONNEL	\$	348,059
OPERATIONS	\$	993,030
INFILTRATION INFLOW	\$	25,000
EMERGENCY RESERVE FUND	\$	100,000
SUB-TOTAL SEWER DEPARTMENT COSTS	\$	1,466,089

INDIR/ALLOCATED EXPENSES APPROPRIATED IN OTHER
DEPARTMENTAL BUDGETS:

DEBT SERVICE:		
PRINCIPAL 01-710-2	\$	128,109
INTEREST 01-751-2	\$	17,160
TOTAL DEBT SERVICE	\$	145,269
INSURANCE	\$	63,237
CNTY RETIREMENT CONTRIBUTION	\$	78,395
SHARED EMPLOYEES	\$	160,502
SHARED FACILITIES	\$	3,425
OPEB CONTRIBUTION	\$	31,979
SUB-TOTAL ALLOCATED EXPENSES	\$	337,537
TOTAL-ALLOCATED EXPENSES	\$	482,806

TOTAL COSTS OF SEWER OPERATING BUDGET \$ 1,948,895

APPROPRIATED IN CAPITAL BUDGET FROM SEWER FREE CASH

CB24 - INFLOW AND INFILTRATION	\$	125,000
CB24 - SCADA IMPROVEMENTS	\$	100,000
TOTAL	\$	225,000
TOTAL APPROP FR SEWER FREE CASH FOR CAP PROJ	\$	225,000

ESTIMATED EXPENSES \$ 2,173,895

ESTIMATED SEWER FUND SURPLUS (DEFICIT) \$ 0

CALCULATION OF GENERAL FUND SUBSIDY:

ENTERPRISE FUND REVENUES AND AVAILABLE FUNDS	\$	(2,173,895)
LESS: TOTAL COSTS	\$	2,173,895
LESS: PRIOR YEAR DEFICIT	\$	-
GENERAL FUND SUBSIDY	\$	-

SOURCES OF FUNDING FOR COSTS APPROPRIATED IN ENTERPRISE FUND:

ENTERPRISE FUND REVENUES AND AVAILABLE FUNDS	\$	1,844,214
SEWER ENTERPRISE RESERVE FOR REDUCTION OF FUTURE DEBT	\$	4,681
SEWER FREE CASH	\$	325,000
TOTAL SOURCES OF FUNDING FOR COSTS	\$	2,173,895
APPROPRIATED IN THE SEWER ENTERPRISE FUND		

FY23 SEWER ENTERPRISE RATE STRUCTURE:

<u>RESIDENTIAL</u>	<u>BASED ON 75% OF WATER CONSUMPTION</u>
1 - 10,000	\$110.51 BASE CHARGE EVERY 6 MONTHS
10,001 AND OVER	\$11.40 PER 1,000 GALLONS
<u>COMMERCIAL</u>	<u>BASED ON 100% OF WATER CONSUMPTION</u>
1 - 10,000	\$110.51 BASE CHARGE EVERY 6 MONTHS
10,001 AND OVER	\$11.40 PER 1,000 GALLONS
SEPTIC DISPOSAL FEE	\$110.00/1000 GAL

NOTE: FY24 SEWER RATES HAVE NOT BEEN SET

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TOWN OF MEDFIELD
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