TOWN OF MEDFIELD
MEETING
NOTICE

Posted:

Town Clerk

Posted in accordance with the provisions of M.G.L. c. 30A, §§18-2

This meeting will be held in a hybrid format. Members of the publi
the meeting may do so in person or via Zoom by one of the followi

1. To join online, use this link:
https://medfield-net.zoom.us/j/86784501182?pwd=NSticGY0NXIvS1E5azBETjZuSE8yQT09
   a. Webinar ID: 867 8450 1182
   b. Password: 057865

2. To join through a conference call, dial 309-205-3325 or 312-626-6799 or 646-931-3860 or 929-436-2866 or 301-715-8592 or 386-347-5053 or 564-217-2000 or 669-444-9171 or 669-900-6833 or 719-359-4580 or 253-215-8782 or 346-248-7799
   a. Enter the Webinar ID: 867 8450 1182
   b. Enter the password: 057865

Warrant Committee

[redacted]

PLACE OF MEETING	DAY, DATE, AND TIME
Medfield Town House 459 Main Street, Medfield MA Second Floor, Chenery Hall Also available via Zoom	Tuesday, January 14, 2025 at 7:00 pm

Agenda (Subject to Change)

- Call to Order, Confirmation of Quorum and Disclosure of Video Recording
- Approval of November 18, 2024 and December 10, 2024 Meeting Minutes
- Discussion of Updated 2024-2025 Calendar and Meeting Minute Responsibility
- Update from Town Moderator

- Discussion of Updated Draft of the Town of Medfield - Financial Management Policies and Objectives
- Discussion of Town Departmental FY 2026 Budgets
  - Town Clerk
  - Medfield Public Library
  - Treasurer/Collector
  - Inspections
  - Town Accountant
  - Select Board
  - Town Administrator
  - Town Report/Town Meeting
  - Town Counsel
  - Assessor
- Town Finance Update (2025 Town Meeting Warrant)
- Committee Updates
  - Capital Budget Committee
  - School Building Committee
- Informational Items
- Other Topics Not Reasonably Anticipated 48 Hours Prior to the Meeting

Departmental Budget

TOWN CLERK	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Request	FY2026 Request	$ Change from FY25	% Change from FY25
SALARIES							
TOWN CLERK SALARY - ELECTED	73,144	74,607	76,845	79,150	79,150	-	0%
SAL-ELECTION REGISTRARS	636	324	987	690	690	-	0%
PT-T ELECTION WORKRS	10,992	18,459	8,037	21,000	21,000	-	0%
TN CLK OFFICE SAL	0	26,832	17,771	32,406	33,325	919	3%
SALARIES - SUBTOTAL	**84,772**	**120,222**	**103,640**	**133,246**	**134,165**	**919**	**1%**
OPERATING EXP.							
DATA PROCESSING ELECTIONS	850	0	2,895	0	0	-	N/A
DUES & MEMBERSHIPS	220	239	230	400	400	-	0%
PROFESSIONAL DEVELOPMENT	0	0	918	2,000	2,000	-	0%
TRAINING & EDUCATION	0	180		0	0	-	N/A
TOWN CODE UPDATES	1,395	4,560	2,806	3,000	3,000	-	0%
DOG TAGS & LICENSES	865	917	2,205	1,000	1,500	500	50%
PRINTNG-POSTG-STATY	135	(298)	1,600	3,000	3,000	-	0%
STREET LIST PRINTING-ELECTIONS	863	975	1,238	1,200	1,200	-	0%
BALLOT PRINTING-ELECTIONS	0	0		-	-	-	N/A
BINDING	0	0		1,000	1,000	-	0%
ELECTION EXPENSE	14,715	21,935	16,599	17,500	17,500	-	0%
CENSUS-ELECTIONS	4,009	4,683	2,743	4,700	4,700	-	0%
MEETINGS+CONFERENCES*	928	1,261		0	0	-	N/A
OFFICE SUPPLIES	2,287	3,332	4,362	2,000	2,000	-	0%
CAR ALLOW/MILEAGE	0	0		500	500	-	0%
ENCUMBRANCES	0	104		0	0	-	N/A
OPERATING EXP. - SUBTOTAL	**26,267**	**37,888**	**35,596**	**36,300**	**36,800**	**500**	**1%**
TOWN CLERK - TOTAL	**111,039**	**158,110**	**139,236**	**169,546**	**170,965**	**1,419**	**1%**

* Training and education & meetings and conferences were combined into professional development in FY24

Departmental Budget

MEDFIELD PUBLIC LIBRARY	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Request	FY2026 Request	$ Change from FY25	% Change from FY25
SALARIES							
LIBRARY SALARIES	548,873	584,319	606,246	644,936	649,043	4,107	1%
LONGEVITY-LIBRARY	1,000	1,400	1,300	1,950	2,200	250	13%
SALARIES - SUBTOTAL	**549,873**	**585,719**	**607,546**	**646,886**	**651,243**	**4,357**	**1%**
OPERATING EXP.							
INFORMATN TECH-MLN	37,611	38,476	40,339	39,433	39,111	(322)	-1%
UTIL-ELECTRICITY	21,299	21,224	18,001	28,000	28,000	-	0%
UTIL-HEAT-OIL/GAS	6,674	4,695	6,036	7,700	7,700	-	0%
UTIL-TELEPHONE	4,703	4,714	4,581	4,800	4,800	-	0%
UTIL-WATER & SEWER	904	1,408	1,818	2,120	2,120	-	0%
LIBRARY MATERIALS	126,241	135,343	139,536	143,500	143,500	-	0%
PROFESSIONAL DEVELOPMENT	0	0	470	1,500	1,500	-	0%
MEETINGS+CONFERENCES*	1,317	622	0	0	0	-	N/A
OFFICE SUPPLIES	9,285	10,357	14,107	11,500	11,500	-	0%
ENCUMBRANCES							
OPERATING EXP. - SUBTOTAL	**208,034**	**216,839**	**224,888**	**238,553**	**238,231**	**(322)**	**0%**
MEDFIELD PUBLIC LIBRARY - TOTAL	**757,907**	**802,558**	**832,434**	**885,439**	**889,474**	**4,035**	**0.46%**

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Departmental Budget

BUILDING INSPECTIONS	FY2022 Actual	FY23 Actual	FY24 Actual	FY2025 Approved	FY2026 Request	$ Change from FY25	% Change from FY25
SALARY EXPENSE							
INSPECTORS SAL EXP	236,541	239,728	264,626	280,252	280,252	-	0%
LONGEVITY	850	900	950	1,000	1,000	-	0%
BUILDING INSPECTIONS-SALARY EXP	**237,391**	**240,628**	**265,576**	**281,252**	**281,252**	**-**	**0%**
OPERATING EXPENSE							
UTIL-TELEPHONE	1,100	981	1,412	3,150	3,150	-	0%
DUES & MEMBERSHIPS	636	245	457	875	875	-	0%
PROFESSIONAL DEVELOPMENT	0	0	1,895	1,375	1,375	-	0%
TRAINING & EDUCATION*	754	690	0	0	0	-	N/A
PRINTNG-POSTG-STATY	227	134	51	420	420	-	0%
SUBSCRIPTIONS	0	142	605	1,650	1,650	-	0%
OFFICE SUPPLIES	735	184	130	788	788	-	0%
CAR ALLOW/MILEAGE	7,502	8,057	8,728	9,000	9,000	-	0%
ENCUMBRANCES	225	0	0	0	0	-	N/A
BUILDING INSPECTIONS-OPERATING	**11,179**	**10,433**	**13,278**	**17,258**	**17,258**	**-**	**0%**
BUILDING INSPECTIONS - TOTAL	**248,570**	**251,061**	**278,854**	**298,510**	**298,510**	**-**	**0%**

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Departmental Budget

TOWN ACCOUNTANT	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Request	FY2026 Request	$ Change from FY25	% Change from FY25
SALARIES							
TOWN ACCT SALARIES	188,661	212,755	202,321	211,215	213,704	2,489	1%
LONGEVITY-TN ACCT	1,000	0	0	250	300	50	20%
SALARIES - SUBTOTAL	**189,661**	**212,755**	**202,321**	**211,465**	**214,004**	**2,539**	**1%**
OPERATING EXP.							
OTHER EQUIPMENT	539	370	860	700	700	-	0%
DUES & MEMBERSHIPS	280	290	245	320	320	-	0%
PROFESSIONAL DEVELOPMENT	0	0	3,298	5,000	5,000	-	0%
TRAINING & EDUCATION*	2,581	2,860		0	0	-	N/A
TOWN & SCHOOL AUDIT	36,500	37,000	49,000	49,000	49,000	-	0%
OPEB CONSULTANT	0	0	2,500	11,000	11,000	-	0%
MEETINGS+CONFERENCES*	758	499		0	0	-	N/A
TN ACCT OFFICE SUPPL	1,845	793	1,237	1,200	1,200	-	0%
ENCUMBRANCES	11,449	4,900		0	0	-	N/A
OPERATING EXP. - SUBTOTAL	**53,952**	**46,712**	**57,140**	**67,220**	**67,220**	**-**	**0%**
TOWN ACCOUNTANT - TOTAL	**243,613**	**259,467**	**259,461**	**278,685**	**281,224**	**2,539**	**1%**

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Departmental Budget

ASSESSORS	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Request	FY2026 Request	$ Change from FY25	% Change from FY25
SALARIES							
ASSESSOR DEPT SAL	199,412	212,033	230,906	236,221	237,537	1,316	1%
LONGEVITY-ASSESOR	1,150	1,250	1,350	1,450	1,500	50	3%
ELECTED ASSESSORS SAL	2,700	2,700	2,700	2,700	2,700	-	0%
SALARIES - SUBTOTAL	**203,262**	**215,983**	**234,956**	**240,371**	**241,737**	**1,366**	**1%**
OPERATING EXP.							
OTHER EQUIPMENT							
EQUIP MAINT-SERVER							
DUES & MEMBERSHIPS	720	810	785	875	1,000	125	14%
PROFESSIONAL DEVELOPMENT	0	0	3,372	3,000	4,000	1,000	33%
TRAINING & EDUCATION*	1,244	2,129		0	0	-	N/A
CONSULTING+LEGAL FEES	4,900	3,915	3,380	5,000	5,000	-	0%
REGISTRY FEES	500	0		250	250	-	0%
PRINTNG-POSTG-STATY	714	759	950	725	900	175	24%
CYCLICAL INSPECT-ASSR	2,663	2,195		0		-	N/A
CONTR SVC-PERS PROP	2,650	6,800	6,800	6,800	7,200	400	6%
CONTR SVC-R/E APPRAISER	8,200	8,200	8,200	8,200	8,700	500	6%
MEETINGS+CONFERENCES*	410	680		0	0	-	N/A
OFFICE SUPPLIES	495	334	670	800	800	-	0%
ENCUMBRANCES	4,000	323		0	0	-	N/A
OPERATING EXP. - SUBTOTAL	**26,496**	**26,145**	**24,157**	**25,650**	**27,850**	**2,200**	**9%**
ASSESSORS - TOTAL	**229,758**	**242,128**	**259,113**	**266,021**	**269,587**	**3,566**	**1%**

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Departmental Budget

ADMINISTRATION	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Request	FY2026 Request	$ Change from FY25	% Change from FY25
TOWN REPORT/MEETING							
SALARIES							
TOWN MEETING WAGES	3,681	-	-	1,000	1,000	-	0%
SALARIES - SUBTOTAL	**3,681**	**-**	**-**	**1,000**	**1,000**	**-**	**0%**
OPERATING EXP.							
POLICE SPECIAL DETAIL	483	-	-	750	750	-	0%
PRINTNG-POSTG-STATY	13,354	20,427	15,750	16,500	20,000	3,500	21%
OPERATING EXP. - SUBTOTAL	**13,837**	**20,427**	**15,750**	**17,250**	**20,750**	**3,500**	**20%**
TOWN REPORT/MEETING - TOTAL	**17,518**	**20,427**	**15,750**	**18,250**	**21,750**	**3,500**	**19%**

Departmental Budget

ADMINISTRATION	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Request	FY2026 Request	$ Change from FY25	% Change from FY25
SELECT BOARD							
SALARIES							
SALARIES-ELECTED	2,025	2,700	2,700	2,700	2,700	0	0%
SALARIES - SUBTOTAL	**2,025**	**2,700**	**2,700**	**2,700**	**2,700**	**0**	**0%**
OPERATING EXP.							
ADVERTISING	554	456	1,544	1,300	1,300	0	0%
DUES & MEMBERSHIPS	2,762	2,915	3,244	2,900	2,900	0	0%
PROFESSIONAL DEVELOPMENT	0	0	572	1,250	1,250	0	0%
PRINTNG-POSTG-STATY	387	393	343	600	600	0	0%
MEETINGS+CONFERENCES*	0	939	0	0	0	0	N/A
OFFICE SUPPLIES	0	551	76	720	720	0	0%
VARIOUS COMMITTEE EXPENSES	5,403	5,408	6,822	6,389	6,389	0	0%
SELECTMEN ENCUMBRANCES	64	501	0	0	0	0	N/A
OPERATING EXP. - SUBTOTAL	**9,170**	**11,163**	**12,601**	**13,159**	**13,159**	**0**	**0%**
SELECT BOARD - TOTAL	**11,195**	**13,863**	**15,301**	**15,859**	**15,859**	**0**	**0%**
TOWN ADMINISTRATOR							
SALARIES							
TOWN ADMIN SALARIES	380,083	386,038	424,216	452,450	476,582	24,132	5%
LONGEVITY-TOWN ADMIN	1,000	1,000	1,000	1,000	1,000	0	0%
ENCUMBRANCE	0	0	0	0		0	N/A
SALARIES - SUBTOTAL	**381,083**	**387,038**	**425,216**	**453,450**	**477,582**	**24,132**	**5%**
OPERATING EXP.							
OTHER EQ/COPIER+SUPPLIES	7,729	4,999	3,125	7,800	7,800	-	0%

Departmental Budget

ADMINISTRATION	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Request	FY2026 Request	$ Change from FY25	% Change from FY25
STORAGE SPACE RENT	4,200	4,200	4,200	4,200	4,200	-	0%
PROFESSIONAL DEVELOPMENT	0	0	7,186	4,340	4,340	-	0%
TRAINING & EDUCATION*	3,826	6,184	0	0	0	-	N/A
CONTRACT SERVICE	2,625	4,648	3,850	4,000	4,000	-	0%
MEETINGS+CONFERENCES*	1,545	1,924	0	0	0	-	N/A
OFFICE SUPPLIES	3,285	4,484	6,479	4,000	4,000	-	0%
ENCUMBRANCES	381	629	0	0	0	-	N/A
OPERATING EXP. - SUBTOTAL	**23,591**	**27,068**	**24,840**	**24,340**	**24,340**	**0**	**0%**
TOWN ADMINISTRATOR - TOTAL	**404,674**	**414,106**	**450,056**	**477,790**	**501,922**	**24,132**	**5%**
TOWN COUNSEL							
OPERATING EXP.							
CONSULTNG+LEGAL FEES	54,737	108,484	68,416	43,000	43,000	-	0%
TN COUNSL CONTR SVC	69,150	70,533	71,944	71,944	71,944	-	0%
ENCUMBRANCES	7,370	40,350	0	0	0	-	N/A
TOWN COUNSEL - TOTAL	**131,257**	**219,367**	**140,360**	**114,944**	**114,944**	**-**	**0%**

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2025 Annual Town Meeting Articles

ANNUAL REPORTS

1. Annual Report

HUMAN RESOURCE ARTICLES

2. Elected Officer Compensation
3. Personnel Plan

FINANCIAL ARTICLES

4. Change ALS Revolving Fund Name to EMS Revolving Fund
5. Annual Revolving Fund Limit Authorization
6. Cemetery Expansion Construction
7. Cemetery Perpetual Care Transfer
8. PEG Transfer
9. Rescind authorization for Parks and Recreation Revolving Fund
10. FY25 Sewer Budget/Retained Earnings Transfer
11. FY2026 Operating Budget
12. FY2026 Enterprise Fund Budget
13. Capital Budget Transfers
14. Capital Budget Appropriation
15. MBSF Transfers
16. MBSF Budget Appropriation
17. Senior Exemption Amendment
18. Senior Exemption Amendment
19. Senior ExemptionAmendment
20. Senior Tax Work-Off Amendments
21. Veterans Exemptions
22. Sewer Pump Station Acceptance (W&S placeholder)
23. Danielson Pond Dam - $50,000 (Conservation Commission)
24. Conservation Trust Fund contribution - $5,000 (Conservation Commission)
25. MSH/Overlook Environmental Review Appropriation
26. Park and Rec Modular Appropriation
27. Select Board authorization to dispose of real property at MSH and authorize SB to issue RFP for Parks and Rec Facility

28. School Feasibility Study Appropriation
29. Elementary School Tax Mitigation Stabilization Fund Appropriation
30. Harding Street Infiltration and Inflow project
31. Prior Year Bills

GENERAL ARTICLES

32. Opt-In Stretch Energy Code Placeholder (MEC)
33. Town-wide 25 MPH speed limit (Police Chief)
34. Water Conservation/Private Well Restrictions (Conservation Commission)

ZONING ARTICLES

35. Mixed Use Overlay District (MUOD)
36. Open Space Neighborhood Development
37. Floodplain District
38. Accessory Dwelling Units
39. Revision of Inclusionary Zoning

CITIZEN PETITIONS-None

40. Free Cash