

TOWN OF MEDFIELD MEETING NOTICE

Posted:

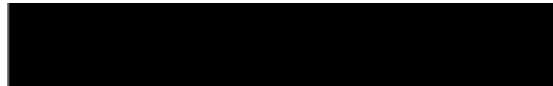
Town Clerk

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 public may do so in person or via Zoom by one of the following methods:

1. To join online, use this link:
<https://medfield-net.zoom.us/j/86784501182?pwd=NSStcGY0NXIvS1E5azBETjZuSE8yQT09>
 - 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



PLACE OF MEETING	DAY, DATE, AND TIME
Medfield Town House 459 Main Street, Medfield MA Second Floor, Chenery Hall Also available via Zoom	Tuesday, February 25, 2025 at 7:30 pm

Agenda (Subject to Change)

- Call to Order, Confirmation of Quorum and Disclosure of Video Recording
- Approval of January 14, 2025, January 28, 2025, and February 11, 2025 Meeting Minutes
- Discussion of Updated 2024-2025 Calendar and Meeting Minute Responsibility
- Update on Warrant Committee FY 2026 Omnibus Prop 2 ½ Budget Guidance and Potential Vote
- Reserve Fund Transfer Request: Town Clerk

- Discussion of Departmental FY 2026 Budgets
 - Police Department
 - Water and Sewer Enterprise Funds (Operating and Capital Budgets)
 - Council on Aging
 - Board of Health
 - Parks and Recreation
- Discussion of Warrant Articles
 - Select Board Authorization to dispose of property at the former Medfield State Hospital
 - Parks and Recreation Modular
 - Dissolution of Former Revolving Fund
 - Cemetery Expansion and Construction
- Update on Warrant Articles
- Town Finance Update
- Committee Updates
 - School Building Committee
 - Capital Budget Committee
- Informational Items
- Other Topics Not Reasonably Anticipated 48 Hours Prior to the Meeting

Departmental Budget

POLICE, TRAFFIC MARKINGS/SIGNS & ANIMAL CONTROL

	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Request	FY2026 Request	\$ Change from FY25	% Change from FY25
POLICE SALARIES							
POLICE OP SAL EXP	2,293,901	2,089,042	2,375,762	2,783,400	2,813,393	29,993	1%
SCHL TRA SAF OFF		56,551	56,818	64,218	64,218	0	0%
POLICE LONGEVITY	5,800	4,450	4,550	5,700	4,550	(1,150)	-25%
ENCUMBRANCES	4,706	3,026	0	0	0	-	N/A
SALARIES - SUBTOTAL	2,304,407	2,153,069	2,437,130	2,853,318	2,882,161	28,843	1%
OPERATING EXP.							
TELEPROCESSING	0	0	1,000	1,318	1,000	(318)	-24%
CRUISER REPAIR+SERV	10,987	16,945	15,806	19,000	19,000	-	0%
OTHER EQUIPMENT	5,343	2,307	2,245	2,250	2,250	-	0%
POLICE OFFICER EQUIPMENT	7,931	6,957	12,375	12,000	14,000	2,000	17%
EQUIP MAINT CONTRACTS	43,407	45,347	45,862	60,783	49,500	(11,283)	-19%
RADIO REPAIRS+MAINT	5,196	7,056	2,137	12,000	12,000	-	0%
GASOLINE	34,138	36,810	37,195	50,000	50,000	-	0%
UTIL-TELEPHONE	31,142	37,090	28,915	39,021	39,021	-	0%
DUES & MEMBERSHIPS	5,600	10,540	11,443	11,000	13,000	2,000	18%
PROFESSIONAL DEVELOPMENT	0	0	27,715	34,900	34,900	-	0%
TRAINING & EDUCATION*	18,558	12,741	0	0	0	0	N/A
PROFESSIONAL SERVICES	721	1,058	10,574	3,000	3,000	-	0%
MEDICAL SERV+SUPPLIES	6,002	5,394	14,570	10,000	10,000	-	0%
PRINTNG-POSTG-STATY	508	1,712	1,961	2,188	2,188	-	0%
MEALS	39	113	306	400	400	-	0%

Departmental Budget

POLICE, TRAFFIC MARKINGS/SIGNS & ANIMAL CONTROL	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Request	FY2026 Request	\$ Change from FY25	% Change from FY25
UNIFORMS	41,940	29,001	53,038	52,950	32,950	(20,000)	-38%
UNI-SchTraSafOff	-	1,435	525	1,000	1,000	-	0%
SUPPLY EXPENSE	3,411	2,108	2,516	4,000	3,500	(500)	-13%
BOOKS-PERIODICALS-SUBSCRIPTION	1,442	2,926	3,091	3,300	3,500	200	6%
OFFICE SUPPLIES	2,031	1,884	3,124	3,200	3,200	-	0%
COPY MACHINE SUPPLIES	518	0	200	700	700	-	0%
PETTY CASH	0	0	-	100	100	-	0%
PHOTO SUPPLIES	0	0	495	500	500	-	0%
CAR ALLOW/MILEAGE	0	0	12	100	100	-	0%
ENCUMBRANCES	-	-	0	0	0	0	N/A
OPERATING EXP. - SUBTOTAL	218,914	221,425	275,106	323,710	295,809	(27,901)	-9%
POLICE - TOTAL	2,523,321	2,374,493	2,712,236	3,177,028	3,177,970	942	0%
TRAFFIC MARK SIGNS-OPERATING							
TRAFFIC LIGHT MAINTENANCE	7,124	10,986	11,637	15,024	15,024	-	0%
TRAFFIC MARKINGS	40,000	42,039	38,376	29,983	40,500	10,517	35%
STREET SIGNS	3,564	2,012	2,459	7,000	7,000	-	0%
TRAFFIC MARKINGS/SIGNS. - TOTAL	50,688	55,037	52,472	52,007	62,524	10,517	20%
ANIMAL CONTROL SALARIES							
ACO SALARIES	93,924	93,971	99,496	104,761	104,761	-	0%
LONGEVITY-ACO	1,000	1,000	1,000	1,000	1000	-	0%
SALARIES - SUBTOTAL	94,924	94,971	100,496	105,761	105,761	-	0%

Departmental Budget

POLICE, TRAFFIC MARKINGS/SIGNS & ANIMAL CONTROL

	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Request	FY2026 Request	\$ Change from FY25	% Change from FY25
ANIMAL CONTROL - OPERATING EXP.							
EQUIP REPAIR & SERVICE	0	0	181	3,000	3,000	-	0%
OTHER EQUIPMENT	18	25	-	400	400	-	0%
KENNEL OPERATIONS	7,000	7,000	7,000	7,000	7,000	-	0%
RADIO MAINTENANCE	0	0	-	429	429	-	0%
GASOLINE	1,510	817	1,198	2,000	2,000	-	0%
DUES & MEMBERSHIPS	0	0	100	200	200	-	0%
PROFESSIONAL DEVELOPMENT	0	0	-	500	500	-	0%
PRINTNG-POSTG-STATY	58	0	68	75	75	-	0%
LAB FEES	95	0	1,802	500	500	-	0%
UNIFORMS	247	0	-	750	750	-	0%
ENCUMBRANCES	156						
OPERATING EXP. - SUBTOTAL	9,084	7,842	10,349	14,854	14,854	-	0%
ANIMAL CONTROL - TOTAL	104,008	102,813	110,845	120,615	120,615	-	0%
POLICE, SIGNS & ANIMAL CONT. - TOTAL	2,678,017	2,532,343	2,875,553	3,349,650	3,361,109	11,459	0%

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

**Public Safety Building expenditures were consolidated into Facilities beginning in FY2021.

Departmental Budget

DEPARTMENT OF PUBLIC WORKS	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Budget	FY2026 Request	\$ Change from FY25	% Change from FY25
WATER DIVISION ENTERPRISE								
SALARIES								
WATER DEPT SAL	410,178	407,346	460,670	483,812	536,270	540,537	4,267	1%
LONGEVITY-WATER	1,250	1,000	1,250	1,300	1,600	1,700	100	6%
SALARIES - SUBTOTAL	411,428	408,346	461,920	485,112	537,870	542,237	4,367	1%
OPERATING EXP.								
EQUIP REPAIR+SERV	12,225	12,867	4,367	1,342	13,000	13,000	-	0%
UTIL-ELECTRICTY PUMPS	181,729	196,523	191,485	240,343	250,000	250,000	-	0%
UTIL-FUEL & OIL	1,357	1,232	784	537	10,800	10,800	-	0%
GASOLINE	4,250	11,638	13,457	11,634	9,020	9,020	-	0%
PROPANE	0	0	0	-	11,250	11,250	-	0%
UTIL-TELEPHONE	1,776	2,326	1,178	1,788	2,000	2,000	-	0%
DUES & MEMBERSHIPS	865	1,821	1,313	1,234	1,500	1,500	-	0%
LICENSES	0	1,491	663	592	800	800	-	0%
PROFESSIONAL DEVELOPMENT	0	0	0	1,107	5,200	5,200	-	0%
TRAINING & EDUCATION*	832	3,430	0	0	0	0	-	n/a
MEDICAL SERV+SUPPLIES	0	786	399	596	500	500	-	0%
POLICE SPECIAL DETAIL	7,006	4,479	3,357	6,055	5,000	5,000	-	0%
CONTRACT SERVICES-WATER	145,618	135,024	117,538	140,587	112,000	134,000	22,000	20%
WATER SUPPLIES	153,814	109,940	122,190	141,303	160,000	160,000	-	0%
WATER CHEMICALS	10,682	25,385	36,488	43,817	60,000	60,000	-	0%
PRNTG-POSTG-STATY	1,850	1,994	5,857	2,875	7,000	7,000	-	0%
LAB FEES	13,691	26,282	33,016	36,437	35,000	37,000	2,000	6%
CLOTHING ALLOWANCE	2,500	2,500	2,500	2,500	2,500	2,500	-	0%
EMERGENCY RESERVE	0	50,000	0	-	100,000	100,000	-	0%
ENCUMBRANCES	6,162	11,597	0	0	0		-	n/a
OPERATING EXP. - SUBTOTAL	544,357	599,315	534,592	632,747	785,570	809,570	24,000	3%
WATER DIVISION ENTERPRISE - TOTAL	955,785	1,007,661	996,512	1,117,859	1,323,440	1,351,807	28,367	3%

Departmental Budget

	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Budget	FY2026 Request	\$ Change from FY25	% Change from FY25
DEPARTMENT OF PUBLIC WORKS								
SEWER DIVISION ENTERPRISE								
SALARIES								
SEWER DEPT SAL	202,142	251,032	298,152	315,684	355,966	373,628	17,662	6%
LONGEVITY-SEWER	1,000	0	1,250	1,300	1,600	1,400	(200)	-15%
SALARIES - SUBTOTAL	203,142	251,032	299,402	316,984	357,566	375,028	17,462	6%
OPERATING EXP.								
EQUIP REPAIR+SERV	451	0	499	0	2,500	2,500	-	0%
UTIL-ELECTRICITY	139,076	157,883	144,841	167,531	144,600	150,600	6,000	4%
UTIL-FUEL & OIL	12,006	18,209	14,296	15,516	22,800	22,800	-	0%
GASOLINE	1,034	2,840	2,224	825	6,780	6,780	-	0%
UTIL-TELEPHONE	4,913	6,649	5,717	3,553	5,250	5,250	-	0%
UTIL-WATER & SEWER	166	828	429	187	1,000	1,000	-	0%
DUES & MEMBERSHIPS	80	504	0	105	500	500	-	0%
LICENSES	30	150	0	256	300	300	-	0%
PROFESSIONAL DEVELOPMENT	0	0	0	10,494	3,800	3,800	-	0%
TRAINING & EDUCATION*	130	901	0	0	0	0	-	n/a
MEDICAL SERV+SUPPLIES	0	95	140	2,345	500	500	-	0%
POLICE SPECIAL DETAIL	1,803	1,384	658	453	1,500	1,500	-	0%
CONTRACT SERVICES	280,900	280,672	164,183	242,031	250,000	250,000	-	0%
SEWER SLUDGE DISPOSAL	215,185	216,363	238,962	313,347	232,000	267,000	35,000	15%
SEWER SUPPLIES	93,422	96,008	46,828	92,276	171,500	171,500	-	0%
SEWER CHEMICALS	86,395	124,766	222,075	150,746	175,000	185,000	10,000	6%
PRNTG-POSTG-STATY	1,850	1,940	1,026	4,054	4,000	4,000	-	0%
LAB FEES	33,893	29,774	40,347	29,632	37,000	37,000	-	0%
CLOTHING ALLOWANCE	2,000	1,500	2,000	1,500	2,000	2,000	-	0%
MEETINGS+CONFERENCES*	-	0	0	0	0	-	-	n/a
WATER METERS	26,465	0	0	0	0	-	-	n/a
INFILTRATION AND INFLOW	11,000	0	0	25,000	40,000	40,000	-	0%
EMERGENCY RESERVE	-	27,679	0	100,000	100,000	100,000	-	0%
ENCUMBRANCES	26,627	20,409	0	0	0	0	-	n/a
OPERATING EXP. - SUBTOTAL	937,426	988,554	884,225	1,159,850	1,201,030	1,252,030	51,000	4%
SEWER DIVISION ENTERPRISE - TOTAL	1,140,568	1,239,586	1,183,627	1,476,834	1,558,596	1,627,058	68,462	4%

Departmental Budget

COUNCIL ON AGING	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Request	FY2026 Request	\$ Change from FY25	% Change from FY25
SALARIES							
COA SALARIES	199,491	216,914	196,339	233,383	234,706	1,323	1%
LONGEVITY-COA	950	1,000	0	0	0	-	N/A
SALARIES - SUBTOTAL	200,441	217,914	196,339	233,383	234,706	1,323	1%
OPERATING EXP.							
INFORMTN TECH-COMCAST	1,193	932	1,118	1,200	1,200	-	0%
GRNDS MAINT/LANDSCAPG	5,459	2,257	2,850	6,500	-	(6,500)	-100%
CLEANING SUPPLIES	0	0	157	500	400	(100)	-20%
PREVENTATIVE MAINT	1,155	2,278	2,455	1,600	1,600	-	0%
EQUIPMT REPAIR & SERV	2,256	2,828	1,870	3,000	3,000	-	0%
OTHER EQ/COPIER+TONER	4,273	4,409	5,342	4,600	4,600	-	0%
GASOLINE	3,105	2,944	2,706	3,200	3,000	(200)	-6%
UTIL-TELEPHONE	3,121	3,053	2,904	3,500	3,500	-	0%
PROFESSIONAL DEVELOPMENT	0	0	1,435	1,800	1,800	-	0%
TRAINING & EDUCATION*	674	664		0	0	-	N/A
PRINTNG-POSTG-STATY	2,502	3,486	2,332	2,500	2,400	(100)	-4%
CONTR SVC-SOFTWARE LIC/SUPP	1,770	1,842	1,656	2,000	2,500	500	25%
MEETINGS+CONFERENCES*		148		0	0	-	N/A
SENIOR PROGRAM DEVELOPMENT	3,222	3,279	3,136	3,000	3,000	-	0%
OFFICE SUPPLIES	1,022	1,182	2,095	1,200	1,200	-	0%
CAR ALLOW/MILEAGE	136	159	408	200	200	-	0%
ENCUMBRANCES	567	296	0	0	0	-	N/A
OPERATING EXP. - SUBTOTAL	30,455	29,754	30,463	34,800	28,400	(6,400)	-18%
COUNCIL ON AGING - TOTAL	230,896	247,668	226,802	268,183	263,106	(5,077)	-2%

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

Departmental Budget

HEALTH DEPARTMENT	FY2022 Actual	FY23 Actual	FY2024 Actual	FY2025 Request	FY2026 Request	\$ Change from FY25	% Change from FY25
SALARIES							
SALARIES-HEALTH	34,975	117,822	126,965	135,996	203,996	68,000	50%
SALARIES - SUBTOTAL	34,975	117,822	126,965	135,996	203,996	68,000	50%
OPERATING EXP.							
ADVERTISING	0	192	-	250	250	-	0%
UTIL-TELEPHONE	0	0		0	0	-	N/A
DUES & MEMBERSHIPS	150	210	255	0	0	-	N/A
PROFESSIONAL DEVELOPMENT	0	0	922	1,000	1,000	-	0%
TRAINING & EDUCATION*	422	244		0	0	-	N/A
MEDICAL SERV&SUPPL	5,297	2,592	2,794	7,000	7,000	-	0%
PRINTNG-POSTG-STATY	618	479	512	700	700	-	0%
CNTR SV-HEA AGENT	56,400	56,400	58,200	56,400	-	(56,400)	-100%
CNTR SV-MNTL HEALTH	7,988	7,988	7,988	7,988	7,988	-	0%
OFFICE SUPPLIES*	1,901	472	287	1,500	1,500	-	0%
CAR ALLOW/MILEAGE	250	550	388	500	500	-	0%
ENCUMBRANCES	203	1,134	0	0	0	-	N/A
OPERATING EXP. - SUBTOTAL	73,229	70,263	71,346	75,338	18,938	(56,400)	-75%
HEALTH DEPARTMENT - TOTAL	108,204	188,085	198,311	211,334	222,934	11,600	5%

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

FY2026 to FY2030 Capital Improvement Plan - WATER

Department	Project #	Project	Project Description	Funding Source	Total Project Cost	FY2026	FY2027	FY2028	FY2029	FY2030
DPW Water Division	WATER 26A	Ford F550	Replace (W-4) F550 with a Ford F550 6-Wheel Dump Truck w/plow	Water Enterprise Fund	127,000	127,000				
DPW Water Division	WATER 26B	Ford F550	Replace (W-1) F550 with a Ford F550 6-Wheel Utility Truck w/plow	Water Enterprise Fund	105,000		105,000			
DPW Water Division	WATER 26C	Water Main Replacement	Water main replacements at locations to be identified and prioritized through study currently underway	Water Enterprise Fund	500,000		250,000		250,000	
DPW Water Division	WATER 26D	Water Improvements	Software installation for FlexNet Water Monitoring System	Water Enterprise Fund	50,000	50,000				
DPW Water Division	WATER 26E	Water Improvements	Risk and Resiliency Assessment and Emergency Response Plan Updates	Water Enterprise Fund	35,000	35,000				
FY2026 to FY2030 Total					817,000	212,000	355,000	-	250,000	-

FY2026 to FY2030 Capital Improvement Plan - SEWER

Department	Project #	Project	Project Description	Funding Source	Total Project Cost	FY2026	FY2027	FY2028	FY2029	FY2030
DPW Sewer Division	SEW 2	Infiltration and Inflow	Infiltration and Inflow	Sewer Enterprise Fund	-					
DPW Sewer Division	SEW 3	Holding Tanks	Purchase and install two 10,000 Gallon sludge holding tanks	Sewer Enterprise Fund	400,000			400,000		
DPW Sewer Division	SEW A_26	WWTP Improvement	Installation of Ultra-Violet Disinfection System	Sewer Enterprise Fund	125,000	125,000				
DPW Sewer Division	SEW B_26	WWTP Improvement	Demolition of existing DAF with Gravity Belt/Flotation Thickener	Sewer Enterprise Fund	35,000	35,000				
DPW Sewer Division	SEW C_26	WWTP Improvement	Replace DAF with Gravity Belt/Flotation Thickener	Sewer Enterprise Fund	300,000		300,000			
DPW Sewer Division	SEW 9	Ford F250 Pickup Truck with plow	Replace Vehicle #38 2013 Ford F150 with a new Ford F250 with plow	Sewer Enterprise Fund	65,000				65000	
DPW Sewer Division	SEW 10	Foundry Street Pump Station Improvements	Replace two vacuum primed complete pumps	Sewer Enterprise Fund	65,000				65000	
DPW Sewer Division	SEW 11	Lakewood Pump Station Improvements	Replace two vacuum primed complete pumps	Sewer Enterprise Fund	75,000					75,000
FY2026 to FY2030 Total					1,065,000	160,000	300,000	400,000	130,000	75,000

Departmental Budget

PARKS & RECREATION	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Request	FY2026 Request	\$ Change from FY25	% Change from FY25
SALARIES							
P&R SALARIES	233,436	247,003	271,374	328,683	349,067	20,384	6%
LONGEVITY-P&R	900	600	650	700	250	(450)	-64%
SALARIES - SUBTOTAL	234,336	247,603	272,024	329,383	349,317	19,934	6%
OPERATING EXP.							
GROUNDS & BLDG MAINT	2,036	9,045	23,296	3,400	11,000	7,600	224%
OTHER EQUIPMENT	0	588	4,638	-	-	-	N/A
UTIL-ELECTRICITY	16,820	10,454	16,577	16,820	16,820	-	0%
UTIL-FUEL & OIL	7,888	9,900	2,614	10,500	10,500	-	0%
UTIL-TELEPHONE	3,005	3,935	4,310	3,000	3,000	-	0%
UTIL-WATER & SEWER	21,456	21,467	11,265	25,000	25,000	-	0%
PROFESSIONAL DEVELOPMENT			0	0	2,400	2,400	N/A
CLOTHING ALLOWANCE	500	500	500	0	0	-	N/A
ENCUMBRANCES	0	0	0	0	0	-	N/A
OPERATING EXP. - SUBTOTAL	51,705	55,889	63,200	58,720	68,720	10,000	17%
PARKS & RECREATION - TOTAL	286,041	303,492	335,224	388,103	418,037	29,934	8%