

TOWN OF MEDFIELD
WARRANT FOR THE ANNUAL TOWN MEETING
Monday, May 5, 2025

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 fifth of May 2025, 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 REPORT

Article 1. Annual Town Report

Submitted by the Select Board

Type of Vote: Majority

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

HUMAN RESOURCE ARTICLES

Article 2. Elected Officer Compensation

Submitted by the Select Board

Type of Vote: Majority

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	\$79,150	\$95,000
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 Commissioners	0	0
Trust Fund Commissioners	0	0

Article 3. Personnel Administration Plan

Submitted by the Personnel Board

Type of Vote: Majority

To see if the Town will vote to amend the Personnel Administration Plan, Classification of Positions, and Pay Schedule, effective July 1, 2025, as set out in the Warrant Report; or do or act anything in relation thereto.

FINANCIAL ARTICLES

Article 4. Annual Revolving Fund Expenditure Limit Authorization

Submitted by the Select Board

Type of Vote: Majority

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 2026, as follows:

<u>Section</u>		<u>Amount</u>
A	Fire Alarm Revolving Fund	\$10,000
B	Ambulance Revolving Fund	\$100,000
C	Advanced Life Support Revolving Fund	\$600,000
D	Community Gardens Revolving Fund	\$3,000
E	CENTER at Medfield Building Maintenance Revolving Fund	\$2,000
F	Library Revolving Fund	\$5,000
G	Respite Care Revolving Fund	\$75,000
H	Transfer Station Recycling Revolving Fund	\$10,000
I	Former State Hospital Property Revolving Fund	\$100,000
J	Vaccine Revolving Fund	\$10,000

K	Electric Vehicle Charging Station Revolving Fund	\$3,000
L	Parks and Recreation Revolving Fund	\$1,000,000
M	Council on Aging Revolving Fund	\$100,000

or do or act anything in relation thereto.

Article 5. Cemetery Perpetual Care Trust Funds

Submitted by the Cemetery Commission/Department of Public Works Director

Type of Vote: Majority

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;

Name	Amount
John F Kendrick Jr	\$3,000.00
Eileen Bianchi	\$3,000.00
Kenneth & Anne O'Leary	\$3,000.00
William & Diane Palacio	\$3,000.00
Lorraine A. Gomba	\$3,000.00
Bryan J. Cotter	\$600.00
Jeremiah M. & Barbara C. Potts	\$600.00
Bart Garrison	\$750.00
Stephen, Nancy & Sarah Fosdick	\$3,000.00
Paul F. Jordan	\$3,000.00
Mark & Michele Kaizerman	\$6,000.00
Elizabeth A. May	\$3,000.00
David & Elizabeth Jacobson	\$3,000.00
Gary & Debra Romano	\$3,000.00
Albert J. & Anne B. Graham Kearney	\$3,000.00
Janet Crowley	\$600.00
William & Theresa Norberg	\$600.00
Robert Kennefic	\$600.00

William J. & Maura Fitzgerald	\$1,500.00
Janet G. Viola	\$600.00
Julia D. Gecha & Robert Pocaro	\$600.00
Victoria Flaherty	\$750.00
Philip Brandolo	\$600.00
Rachel, Katrina Simon	\$3,000.00
Olufunmilayo Ayobami	\$750.00
Total	\$50,550.00

or do or act anything in relation thereto.

Article 6. Local PEG Access Appropriation

Submitted by the Select Board

Type of Vote: Majority

To see if the Town will vote to appropriate \$277,317.92 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.

Article 7. Rescind Authorization for Parks and Recreation Revolving Account

Submitted by the Select Board/Parks and Recreation Commission

Type of Vote: Majority

To see if the Town will vote to rescind the provisions of Massachusetts General Law Chapter 44, Section 53D, accepted by the 1978 Annual Town Meeting; or do or act anything in relation thereto.

Article 8. Sewer Enterprise Fund Retained Earnings Transfer

Submitted by Department of Public Works Director/Board of Water and Sewerage

Type of Vote: Majority

To see if the Town will vote to transfer a sum of money from the Sewer Enterprise retained earnings to be used for the FY2025 operating expenses of the Sewer Enterprise Fund; or do or act anything in relation thereto.

Article 9. Appropriation/Transfer to the Capital Stabilization Fund

Submitted by the Select Board

Type of Vote: Majority

To see if the Town will vote to transfer the sum of \$850,000 from Certified Free Cash and the sum of \$482,927 in unexpended prior appropriations into the designated “Capital Stabilization Fund;” or do or act anything in relation thereto.

Article 10. Capital Budget Appropriation: Non-Buildings

Submitted by the Select Board/Capital Budget Committee

Type of Vote: Majority

To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$2,191,930 to pay the costs of the capital projects described in the Warrant Report, including all costs incidental and related thereto; and to determine whether this appropriation shall be raised by borrowing, taxes, transfers, grants, and/or otherwise; or do or act anything in relation thereto.

Article 11. Transfers to the Municipal Building Capital Stabilization Fund

Submitted by the Select Board

Type of Vote: Majority

To see if the Town will vote to transfer \$234,035 in unexpended appropriation funds, and the remaining balance of the FY2025 Emergency Repairs funds at June 30, 2025, to the Municipal Buildings Capital Stabilization Fund; or do or act anything in relation thereto.

Article 12. Capital Budget Appropriation: Municipal Buildings

Submitted by the Select Board/Capital Budget Committee

Type of Vote: Majority

To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$1,538,634 to pay the costs of the municipal building capital projects described in the Warrant Report, including all costs incidental and related thereto; and to determine whether this

appropriation shall be raised by borrowing, taxes, transfers, grants and/or otherwise; or do or act anything in relation thereto.

Article 13. FY2026 Operating Budget

Submitted by the Warrant Committee

Type of Vote: Majority

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, 2025, 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.

Article 14. FY2026 Water and Sewer Enterprise Fund Budget

Submitted by the Board of Water and Sewerage/Department of Public Works Director

Type of Vote: Majority

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.

Article 15. Adjusted Tax Exemption Amount for Clause 17 D (Seniors)

Submitted by the Select Board

Type of Vote: Majority

To see if the Town will vote to accept Massachusetts General Laws Chapter 59, Section 5, Clause 17F, which authorizes an annual increase in the amount of the exemption granted to senior citizens, surviving spouses, and surviving minors under Massachusetts General Laws Chapter 59, Section 5, Clause 17D, by up to 100% of the percentage increase in the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index (CPI) for the previous year as determined by the Commissioner of Revenue, and to fix that annual increase at 100% of the CPI, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2025; or do or act anything in relation thereto.

Article 16. Adjusted Asset Limit for Clause 17 (Seniors)

Submitted by the Select Board

Type of Vote: Majority

To see if the Town will vote to accept Massachusetts General Laws Chapter 59, Section 5, Clause 17E, which authorizes an annual increase in the asset (whole estate) limit for exemptions granted to senior citizens, surviving spouses, and surviving minors under Massachusetts General Laws Chapter 59, Section 5, Clause 17D, by the percentage increase in the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index for the previous year as determined by the Commissioner of Revenue, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2025; or do or act anything in relation thereto.

Article 17. Adjusted Income and Asset Limits for Clause 41 (Seniors)

Submitted by the Select Board

Type of Vote: Majority

To see if the Town will vote to accept Massachusetts General Laws Chapter 59, Section 5, Clause 41D, which authorizes an annual increase in the income (gross receipts) and asset (whole estate) limits for exemptions granted to senior citizens under Massachusetts General Laws Chapter 59, Section 5, Clause 41C, by the percentage increase in the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index for the previous year as determined by the Commissioner of Revenue, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2025; or do or act anything in relation thereto.

Article 18. Senior Tax Work-Off Program Amendments

Submitted by the Select Board

Type of Vote: Majority

To see if the Town will vote to amend the Code of the Town of Medfield Chapter 250 Taxation Article 1 Senior Tax Work-Off Program by amending Sections 250-3 and 250-7 as follows by deleting the words in strikeout and replacing them with the words in bold:

250-3 Maximum amount of tax reduction

The maximum amount by which the real property tax obligation of any one volunteer may be reduced in any given tax shall not exceed ~~\$1,000~~ **\$1,500**, or other maximum amount as may from time to time be established by the Commonwealth of Massachusetts.

250-7 ~~Town Officials or employees ineligible.~~ Town Officials or Employee Eligibility

Elected **or appointed** officials serving on any Town Board, committee, or commission or ~~individuals who are or were compensated~~, full-time employees of the Town during the fiscal year for which the tax credit is sought shall be ineligible to participate in the program. **Individuals working for the Town who are or were compensated for less than 15 hours per week are eligible to participate.**

or do or act anything in relation thereto.

Article 19. Adjusted Exemption Amount Clause 22I (Veterans)

Submitted by the Select Board

Type of Vote: Majority

To see if the Town will vote to accept Massachusetts General Laws Chapter 59, Section 5, Clause 22I, which authorizes an annual increase in the amount of the exemption granted under Massachusetts General Laws Chapter 59, Section 5, Clause 22, Clause 22A, Clause 22B, Clause 22C, Clause 22E and Clause 22F by the percentage increase in the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index (CPI) for the previous year as determined by the Commissioner of Revenue, to be effective for applicable exemptions granted for any fiscal year beginning on or after July 1, 2025; or do or act anything in relation thereto.

Article 20. Cemetery Expansion Construction

Submitted by the Department of Public Works Director/Cemetery Commission

Type of Vote: Majority

To see if the Town will vote to transfer \$701,000 from the Sale of Cemetery Lots Fund to be expended under the direction of the Director of Public Works and Cemetery Commissioners to pay for the cost of construction, including infrastructure for the Vine Lake Cemetery Expansion; or do or act anything in relation thereto.

Article 21. Danielson Pond Dam

Submitted by the Conservation Commission

Type of Vote: Majority

To see if the Town will vote to appropriate the sum of \$50,000 from Certified Free Cash for the purpose of funding safety-related work at Danielson Pond Dam, including tree removal, the employment of consultants, engineers, and/or contractors/subcontractors, to advise on the scope of necessary work and undertake safety-related work in accordance with the Commonwealth's dam safety regulations; or do or act anything in relation thereto.

Article 22. Conservation Trust Fund

Submitted by the Conservation Commission

Type of Vote: Majority

To see if the Town will vote to appropriate and transfer the sum of \$5,000 from Certified Free Cash to the Conservation Trust Fund to be used by the Conservation Commission for any

purpose authorized by Chapter 40, Section 8C of the Massachusetts General Laws; or do or act anything in relation thereto.

Article 23. Medfield State Hospital Environmental Review: Overlook and Laundry Parcel

Submitted by the Select Board

Type of Vote: Majority

To see if the Town will vote to appropriate and transfer the sum of \$25,000 from Certified Free Cash for the purpose of hiring consultants, engineers, and/or attorneys to assist the Town and advise the Town on matters concerning a portion of the former Medfield State Hospital site's disposition, reuse, or environmental remediation, said funds to be expended under the direction of the Select Board, with the understanding that the Select Board may authorize any other Town, board, commission, committee or department to expend a portion of said fund for such purposes; or do or act anything in relation thereto.

Article 24. Parks and Recreation Modular Appropriation

Submitted by the Parks and Recreation Commission

Type of Vote: Majority

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, the sum of \$165,000 to be expended under the direction of the Parks and Recreation Commission for the purpose of paying costs for the lease, infrastructure, and associated setup costs of a modular unit to be located at 59 Green Street; or do or act anything in relation thereto.

Article 25. Elementary School Feasibility Study Funding

Submitted by the Select Board/School Committee/School Building Committee

Type of Vote: Majority

To see if the Town will vote to transfer \$400,000 from Certified Free Cash, to be expended under the direction of the Medfield School Building Committee for the purpose of paying costs of a feasibility study to review potential solutions to the problems identified in the Dale Street Elementary School Statement of Interest including, but not limited to, an independent comprehensive school enrollment and capacity analysis, public outreach, obtaining soil borings, topographical studies, land surveys, wetlands surveys, preliminary site development plans, schematic designs, architectural and engineering designs, cost estimates, and 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. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in connection with the feasibility study

in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; or do or act anything in relation thereto.

Article 26. Elementary School Tax Mitigation Stabilization Fund

Appropriation

Submitted by the Select Board/Warrant Committee/School Committee/School Building Committee

Type of Vote: Majority

To see if the Town will vote to transfer \$900,000 from Certified Free Cash into the “Elementary School Tax Mitigation Stabilization Fund” for the purpose of paying debt service payments for the excluded debt notes and/or bonds to be issued for the new Elementary School Project in order to reduce the need to raise these funds through the annual tax rate; or do or act anything in relation thereto.

Article 27. Prior Year Bills

Submitted by the Select Board

Type of Vote: Majority

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

ZONING ARTICLES

Article 28. Floodplain District Zoning Amendment

Submitted by the Planning Board

Type of Vote: Two-Thirds

To see if the Town will vote to amend the Code of the Town of Medfield, Chapter 300 Zoning, as follows:

AMEND Article 10: Floodplain District

By deleting the existing Article 10: Floodplain District in its entirety, and inserting in its place a new Article 10: Floodplain District, as indicated in the text below:

Article 10 Floodplain District

§ 300-10.1 Purpose.

The purpose of this Article is to promote:

- A. The health and safety of the occupants of lands subject to seasonal or periodic flooding in the Charles and Stop Rivers Floodplain District.
- B. The preservation of the natural flood control characteristics and the water storage capacity of the Floodplain District.
- C. The safety and purity of water; control and containment of sewage; safety of gas, electric, fuel and other utilities from breaking, leaking, short circuiting, grounding, igniting, electrocuting or any other dangers due to flooding.
- D. Ensure public safety through reducing the threats to life and personal injury
- E. Eliminate new hazards to emergency response officials
- F. Prevent the occurrence of public emergencies resulting from water quality, contamination, and pollution due to flooding
- G. Avoid the loss of utility services which if damaged by flooding would disrupt or shut down the utility network and impact regions of the community beyond the site of flooding
- H. Eliminate costs associated with the response and cleanup of flooding conditions
- I. Reduce damage to public and private property resulting from flooding waters

§ 300-10.2 Floodplain Overlay District Boundary

The Floodplain District is herein established as an overlay district. The District includes all special flood hazard areas within the Town of Medfield designated as Zone A, AE, AH, AO, or A99 on the Norfolk County Flood Insurance Rate Map (FIRM) dated July 8, 2025 issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The exact boundaries of the District shall be defined by the 1%-chance base flood elevations shown on the FIRM and further defined by the Norfolk County Flood Insurance Study (FIS) report dated July 8, 2025. The FIRM and FIS report are incorporated herein by reference Planning Board.

§ 300-10.3 Floodplain Administrator

The Town hereby designates the position of Town Administrator (or their designee) to be the official floodplain administrator for the Town of Medfield.

§ 300-10.4 Definitions Relating to Floodplain Zoning.

- DEVELOPMENT means any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials. [US Code of Federal Regulations, Title 44, Part 59]
- FLOODWAY. The channel of the river, creek or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively

increasing the water surface elevation more than a designated height. [Base Code, Chapter 2, Section 202]

- **FUNCTIONALLY DEPENDENT USE** means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities. [US Code of Federal Regulations, Title 44, Part 59] Also [Referenced Standard ASCE 24-14]
- **HIGHEST ADJACENT GRADE** means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure. [US Code of Federal Regulations, Title 44, Part 59]
- **HISTORIC STRUCTURE** means any structure that is:
 - a) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
 - b) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
 - c) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
 - d) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 - 1) By an approved state program as determined by the Secretary of the Interior or
 - 2) Directly by the Secretary of the Interior in states without approved programs.[US Code of Federal Regulations, Title 44, Part 59]
- **NEW CONSTRUCTION.** Structures for which the start of construction commenced on or after the effective date of the first floodplain management code, regulation, ordinance, or standard adopted by the authority having jurisdiction, including any subsequent improvements to such structures. New construction includes work determined to be substantial improvement. [Referenced Standard ASCE 24-14]
- **RECREATIONAL VEHICLE** means a vehicle which is:
 - a) Built on a single chassis;
 - b) 400 square feet or less when measured at the largest horizontal projection;
 - c) Designed to be self-propelled or permanently towable by a light duty truck; and
 - d) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.e) [US Code of Federal Regulations, Title 44, Part 59]
- **REGULATORY FLOODWAY** - see FLOODWAY.
- **SPECIAL FLOOD HAZARD AREA.** The land area subject to flood hazards and shown on a Flood Insurance Rate Map or other flood hazard map as Zone A, AE, A1-30, A99, AR, AO, or AH [Base Code, Chapter 2, Section 202]

- **START OF CONSTRUCTION.** The date of issuance for new construction and substantial improvements to existing structures, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement is within 180 days after the date of issuance. The actual start of construction means the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of a slab or footings, installation of pilings or construction of columns. Permanent construction does not include land preparation (such as clearing, excavation, grading or filling), the installation of streets or walkways, excavation for a basement, footings, piers or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main building. For a substantial improvement, the actual “start of construction” means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building. [Base Code, Chapter 2, Section 202]
- **STRUCTURE** means, for floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. [US Code of Federal Regulations, Title 44, Part 59]
- **SUBSTANTIAL REPAIR OF A FOUNDATION.** When work to repair or replace a foundation results in the repair or replacement of a portion of the foundation with a perimeter along the base of the foundation that equals or exceeds 50% of the perimeter of the base of the foundation measured in linear feet, or repair or replacement of 50% of the piles, columns or piers of a pile, column or pier supported foundation, the building official shall determine it to be substantial repair of a foundation. Applications determined by the building official to constitute substantial repair of a foundation shall require all existing portions of the entire building or structure to meet the requirements of 780 CMR. [As amended by MA in 9th Edition BC]
- **VARIANCE** means a grant of relief by a community from the terms of a flood plain management regulation. [US Code of Federal Regulations, Title 44, Part 59]
- **VIOLATION** means the failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in Title 44 CFR §60.3 is presumed to be in violation until such time as that documentation is provided. [US Code of Federal Regulations, Title 44, Part 59]

§ 300-10.5 Applicability.

- A. In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available federal, state, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.
- B. In Zones A1-30 and AE, along watercourses that have a regulatory floodway designated on the Town's/City's FIRM Map encroachments are prohibited, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed

encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.

- C. In A Zones, in the absence of FEMA BFE data and floodway data, the building department will obtain, review and reasonably utilize base flood elevation and floodway data available from a Federal, State, or other source as criteria for requiring new construction, substantial improvements, or other development in Zone A as the basis for elevating residential structures to or above base flood level, for floodproofing or elevating nonresidential structures to or above base flood level, and for prohibiting encroachments in floodways.
- D. Within Zones AO and AH on the FIRM, adequate drainage paths must be provided around structures on slopes, to guide floodwaters around and away from proposed structures.
- E. Subdivision proposals: All subdivision proposals and development proposals in the floodplain overlay district shall be reviewed to assure that:
 - a) Such proposals minimize flood damage.
 - b) Public utilities and facilities are located & constructed so as to minimize flood damage.
 - c) Adequate drainage is provided.
- F. When proposing subdivisions or other developments greater than 50 lots or 5 acres (whichever is less), the proponent must provide technical data to determine base flood elevations for each developable parcel shown on the design plans.
- G. Recreational vehicles. In A, A1-30, AH, and AE Zones, all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the zone's regulations for foundation and elevation requirements or be on the site for less than 180 consecutive days or be fully licensed and highway ready.

§ 300-10.6 Permitted uses.

A permit is required for all proposed construction or other development in the floodplain overlay district, including new construction or changes to existing buildings, placement of manufactured homes, placement of agricultural facilities, fences, sheds, storage facilities or drilling, mining, paving and any other development that might increase flooding or adversely impact flood risks to other properties.

- A. Land in the Floodplain District may be used for any purpose otherwise permitted in the underlying district except that:
 - 1) No building permit shall be issued nor any building, wall, dam or other structure shall be erected, constructed, altered, enlarged or otherwise created or moved for any purpose unless a special permit is issued by the Board of Appeals.
 - 2) Dumping, filling, excavating or transferring of any earth or fill material within the district is prohibited unless a special permit is issued by the Board of Appeals.
 - 3) No ponds or pools shall be created or other changes in watercourses allowed, whether for swimming, fishing or other recreational uses, agricultural uses, scenic features or drainage improvements or any other uses, unless a special permit is issued by the Board of Appeals.
- B. Dams and water control devices.

- 1) Proper operation and maintenance of existing dams and other water control devices are permitted uses under this Article. This includes the temporary alteration of the water level for emergency or maintenance purposes and the removal of any and all flashboards of a privately owned dam in order to lower the water level.
- 2) No new dams or other water control devices shall be created unless a special permit is issued by the Board of Appeals.
- 3) Maintenance of municipal facilities, such as waterworks, pumping stations, existing public ways and parks, shall not be subject to a special permit under this Article.

§ 300-10.7 Application for special permit.

- A. Any person desiring a special permit for any use set out in § 300-10.6(A) above within the Floodplain District shall submit an application to the Board of Appeals, in accordance with the provisions of MGL c. 40A, as amended. The application shall be accompanied by plans of any construction and of the premises on which it is to be situated. All plans shall show existing and proposed finished ground contour at two-foot intervals. Contours shall be delineated within 200 feet of the proposed construction.
- B. Copies of the application for special permit to the Board of Appeals with accompanying plans shall also be sent to the Building Commissioner, Board of Health, Conservation Commission and Planning Board for their recommendations to the Board of Appeals, as to their approval, disapproval or appropriate recommendations.
- C. All such plans shall be certified by a registered land surveyor or a registered professional civil engineer.
- D. Prior to submitting an application for special permit, the applicant shall have obtained an order of conditions or determination of nonapplicability, as appropriate, from the Medfield Conservation Commission; a copy of the Commission's decision shall be included with the application.

§ 300-10.8 Issuance of special permits.

The Board of Appeals, after holding a public hearing, shall issue a permit under this Article if it finds that the use of the premises will not endanger the health or safety of the occupants thereof or of other land in the Floodplain District. In deciding applications for a special permit under this Article, but without limiting the generality of the foregoing, the Board of Appeals shall find affirmatively:

1. That safe vehicular and pedestrian access to, over and from the premises is provided on ways having all elevations no less than 125 feet above mean sea level (NGVD 1929), unless data indicated a higher ground.
2. That because of the location, elevation or for other reasons, there will be no danger of pollution to public or on-site water facilities.
3. That sewage, gas, electricity, fuel, and other utilities will be adequately protected from all hazards which may arise as a result of a severe flood.
4. That the methods of drainage are adequate.

5. That other land in the Floodplain District is nevertheless protected against diminution of value as a result of the proposed use of the premises.
6. The proposed project, and its construction, will be consistent with the Conservation Commission's decision.
 - A. No building permit shall be issued until the Board of Health has issued a permit under this Article approving the proposed sanitary and storm drainage system or has allowed 45 days to elapse after receipt of the application.
 - B. No certificate of occupancy shall be issued until the Board of Appeals, the Building Inspector, the Board of Health, and the Conservation Commission have received a certified plan showing the foundation and floor elevations, grading of the premises, elevations of the complete structure and all elevations of the various elements that make up the sewage disposal system, and it is determined by each board and the Building Inspector that all requirements of all permits are satisfied or 45 days have elapsed after the receipt of such plan by the Building Inspector and each board and notification of the Building Inspector and each board by the applicant for the completion of the work.
 - C. In consideration of any of the items under this § 300-10.7, Issuance of special permits, the Board of Health and the Board of Appeals shall consider the minimum groundwater level in the Floodplain District to be 123 feet above mean sea level, unless data indicate a higher groundwater level.

§ 300-10.9 Obligation of applicant.

- A. The furnishing of all plans and specifications necessary to all boards and authorities as required by this Article shall be the obligation of the applicant. Each board or authority shall immediately return to such applicant a dated receipt in duplicate, describing the documents received. Such receipt shall be prima facie evidence of delivery and date of delivery. A copy of each receipt shall be presented to the Board of Appeals at least two weeks before the date set for the hearing of the application.
- B. Medfield's permit review process includes the use of a checklist of all local, state and federal permits that will be necessary in order to carry out the proposed development in the floodplain overlay district. The proponent must acquire all necessary permits, and must submit the completed checklist demonstrating that all necessary permits have been acquired.

§ 300-10.10 Variances

- A. If the State issues variances to the flood-resistant standards as found in the state building code, the Town will request from the State Building Code Appeals Board a written and/or audible copy of the portion of the hearing related to the variance, and will maintain this record in the community's files. The Town shall also issue a letter to the property owner regarding potential impacts to the annual premiums for the flood insurance policy covering that property, in writing over the signature of a community official that (i) the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage and (ii) such construction below the base flood level increases risks to life and property.
- B. Such notification shall be maintained with the record of all variance actions for the referenced development in the floodplain overlay district.

C. Variances to local Zoning Bylaws related to community compliance with the National Flood Insurance Program (NFIP). A variance from these floodplain bylaws must meet the requirements set out by State law, and may only be granted if: 1) Good and sufficient cause and exceptional non-financial hardship exist; 2) the variance will not result in additional threats to public safety, extraordinary public expense, or fraud or victimization of the public; and 3) the variance is the minimum action necessary to afford relief.

D. Requirement to submit new technical data

1) If the Town acquires data that changes the base flood elevation in the FEMA mapped Special Flood Hazard Areas, the Town will, within 6 months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s.)

Notification shall be submitted to:

- FEMA Region I Risk Analysis Branch Chief
- And copy of notification to Massachusetts NFIP State Coordinator, MA Dept. of Conservation & Recreation.

E. Watercourse alterations or relocations in riverine areas. In a riverine situation, the Floodplain Administrator shall notify the following of any alteration or relocation of a watercourse:

- Adjacent Communities, especially upstream and downstream
- Bordering States, if affected
- NFIP State Coordinator, Massachusetts Department of Conservation and Recreation,
- NFIP Program Specialist, Federal Emergency Management Agency, Region I

§ 300-10.11 Limits of authority.

Nothing contained in this Article 10 shall limit the authority of the Board of Health with respect to premises in the Floodplain District or limit the applicability of the Commonwealth of Massachusetts State Building Code to any structure in the Floodplain District.

§ 300-10.12 Abrogation and greater restriction section.

The floodplain management regulations found in this Floodplain Overlay District section shall take precedence over any less restrictive conflicting local laws, ordinances or codes.

§ 300-10.13 Disclaimer of liability.

The degree of flood protection required by this bylaw is considered reasonable but does not imply total flood protection.

§ 300-10.14 Severability section.

If any section, provision or portion of this bylaw is deemed to be unconstitutional or invalid by a court, the remainder of the ordinance shall be effective.

Or do or act anything in relation thereto.

Article 29. Accessory Dwelling Units (ADU) Zoning Amendment

Submitted by Planning Board

Type of Vote: Majority

To see if the Town will vote to amend the Code of the Town of Medfield, Chapter 300 Zoning, as follows:

AMEND §300-2.1. Word usage, terms defined

By deleting the words in strikeout, and adding the bolded text to the existing list of definitions, in the appropriate alphabetical order:

ACCESSORY DWELLING UNIT.

~~One additional dwelling unit (see "dwelling unit" below) contained in a single-family dwelling which complies with the conditions set out in § 300-14.10.~~

ACCESSORY DWELLING UNIT (ADU). A self-contained housing unit, inclusive of sleeping, cooking, and sanitary facilities on the same Lot as a Principal Dwelling, subject to otherwise applicable dimensional and parking requirements, that maintains a separate entrance, either directly from the outside or through an entry hall or corridor shared with the Principal Dwelling sufficient to meet the requirements of the Building and Fire Code for safe egress. ADUs may be detached, attached, or internal to the Principal Dwelling. General references to ADUs in this bylaw include both Protected Use ADUs and Local ADUs.

FAMILY APARTMENT

~~A dwelling unit within a single structure for use by a family member.~~

AMEND Article 14: Administration and Enforcement

By deleting Section 300-14.10(I) (Family Apartments) in its entirety, and inserting in its place a new Section 300-14.17 entitled "Accessory Dwelling Units (ADUs)," as indicated in the text below:

300-14.17 Accessory Dwelling Units (ADUs)

A. Purpose. The purpose of this Section 300-14.17 is to allow for Accessory Dwelling Units (ADUs), as defined under M.G.L. c. 40A, §1A, to be built as of right in Single-Family Residential Zoning Districts in accordance with Section 3 of the Zoning Act (M.G.L. c. 40A), as amended by Section 8 of Chapter 150 of the Acts of 2024, and the regulations under 760 CMR 71.00: Protected Use Accessory Dwelling Units. This bylaw provides for by-right ADUs to accomplish the following:

1. Increase housing production to address local and regional housing needs across all income levels and at all stages of life.

2. Develop small-scale infill housing that fits in the context of zoning districts that allow single-family housing while providing “gentle” or “hidden” density.
3. Provide a more moderately priced housing option to serve smaller households, households with lower incomes, seniors, and people with disabilities.
4. Enable property owners to age in place, downsize, or earn supplemental income from investing in their properties.

B. Definitions. For purposes of this Section 300-14.17, the following definitions shall apply:

1. **Accessory Dwelling Unit (ADU).** A self-contained housing unit, inclusive of sleeping, cooking, and sanitary facilities on the same Lot as a Principal Dwelling, subject to otherwise applicable dimensional and parking requirements, that maintains a separate entrance, either directly from the outside or through an entry hall or corridor shared with the Principal Dwelling sufficient to meet the requirements of the Building and Fire Code for safe egress. ADUs may be detached, attached, or internal to the Principal Dwelling. General references to ADUs in this by-law include both Protected Use ADUs and Local ADUs.
2. **Design Standards.** Clear, measurable and objective provisions of zoning, or general ordinances or by-laws, which are made applicable to the exterior design of, and use of materials for an ADU when those same design standards apply to the Principal Dwelling to which the ADU is an accessory.
3. **Dwelling Unit.** A single-housing unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation. This can include a housing unit within a single-family, duplex, or multi-unit development.
4. **EOHLC.** The Executive Office of Housing and Livable Communities.
5. **Gross Floor Area.** The sum of the areas of all stories of the building of compliant ceiling height pursuant to the Building Code, including basements, lofts, and intermediate floored tiers, measured from the interior faces of exterior walls or from the centerline of walls separating buildings or dwelling units but excluding crawl spaces, garage parking areas, attics, enclosed porches, and similar spaces. Where there are multiple Principal Dwellings on the Lot, the GFA of the largest Principal Dwelling shall be used for determining the maximum size of a Protected Use ADU.
6. **Historic District.** A district in a municipality established pursuant to M.G.L. c. 40C or other State Law that is characterized by the historic or architectural significance of buildings, structures, and sites, and in which exterior changes to and the construction of buildings and structures are subject to regulations adopted by the municipality pursuant to M.G.L. c. 40C or other state law.
7. **Local ADUs.** An ADU that is not a Protected Use ADU but includes rules specific to the Town of Medfield.
8. **Lot.** An area of land with definite boundaries that is used, or available for use, as the site of a structure, or structures, regardless of whether the site conforms to requirements of zoning.

9. **Modular Dwelling Unit.** A pre-designed Dwelling Unit assembled and equipped with internal plumbing, electrical or similar systems, in compliance with the Building and Fire Code, prior to movement to the site where such Dwelling Unit is affixed to a foundation and connected to external utilities; or any portable structure with walls, a floor, and a roof, designed or used as a Dwelling Unit, transportable in one or more sections and affixed to a foundation and connected to external utilities.
10. **Pre-Existing Nonconforming Structure.** A structure that does not conform to zoning.
11. **Principal Dwelling.** A structure, regardless of whether it, or the Lot it is situated on, conforms to zoning, including use requirements and dimensional requirements, such as setbacks, bulk, and height, that contains at least one Dwelling Unit and is, or will be, located on the same Lot as a Protected Use ADU.
12. **Protected Use ADU.** An attached, detached or internal ADU that is located, or is proposed to be located, on a Lot in a Single-Family Residential Zoning District and is not larger in Gross Floor Area than $\frac{1}{2}$ the Gross Floor Area of the Principal Dwelling or 900 square feet, whichever is smaller, provided that only one ADU on a Lot may qualify as a Protected Use ADU. An ADU that is nonconforming to zoning shall still qualify as a Protected Use ADU if it otherwise meets this definition.
13. **Short-Term Rental.** An owner-occupied, tenant-occupied, or non-owner occupied property as defined in M.G.L. c. 64G § 1, including, but not limited to, an apartment, house, cottage, condominium or a furnished accommodation that is not a hotel, motel, lodging house or bed and breakfast establishment, where: (i) at least 1 room or unit is rented to an occupant or sub-occupant for a period of 31 consecutive days or less; and (ii) all accommodations are reserved in advance; provided, however, that a private owner-occupied property shall be considered a single unit if leased or rented as such.
14. **Single-Family Residential Dwelling Unit.** A structure on a Lot containing not more than one Dwelling Unit.
15. **Single-Family Residential Zoning District.** Any zoning district where Single-Family Residential Dwellings are a permitted or an allowable use, including any zoning district where Single-Family Residential Dwellings are allowed as of right, or by Special Permit through the Zoning Board of Appeals.
16. **Transit Station.** A Subway Station, Commuter Rail Station, Ferry Terminal, or Bus Station.
 - a. A Bus Station includes any location serving as a point of embarkation for any bus operated by a transit authority.
 - b. A Subway Station includes any of the stops along the Massachusetts Bay Transportation Authority Red Line, Green Line, Orange Line, Silver Line, or Blue Line, including any extensions or additions to such lines.
 - c. A Commuter Rail Station includes any commuter rail station operated by a Transit Authority with year-round service with trains departing at regular time intervals, rather than intermittent, seasonal, or event-based service.

- d. A Ferry Terminal includes any location where passengers embark and disembark from a ferry service with year-round service with ferries departing at regular time intervals, rather than intermittent, seasonal, or event-based service.

C. General Provisions for All ADUs

1. **By-Right Allowance.** One Protected Use ADU may be established as of right on a Lot in a Single-Family Residential Zoning District, subject to the dimensional and parking requirements below.
2. **Code Compliance.** All ADUs shall maintain a separate entrance sufficient to meet safe egress under the Building Code and Fire Code.
3. ADU construction shall comply with 310 CMR 15.000 (Title 5) for wastewater/septic, consistent with a Single-Family Residential Dwelling in the district.
4. **Short-Term Rentals.** ADUs shall not be operated as Short-Term Rentals.
5. **Owner-Occupancy Not Required.** Neither the Principal Dwelling nor the ADU need be owner-occupied.
6. **Transfer of Ownership.** The right to maintain an ADU runs with the land and transfers automatically upon conveyance of the property, so long as the ADU remains in compliance with zoning and building regulations.

D. Protected Use ADUs (By-Right) A Protected Use ADU is permitted by right if it meets all the following conditions:

1. **Size Limitation.** The ADU shall be no larger in Gross Floor Area than (i) 900 square feet or (ii) half of the Principal Dwelling's Gross Floor Area, whichever is smaller.
2. **Dimensional Standards.** For setbacks, bulk, and height, a Protected Use ADU shall not be subject to stricter dimensional standards than those applying to a Single-Family Residential Dwelling or an accessory structure in the same district.
3. **Parking.** One additional off-street parking space is required for a Protected Use ADU if the property is located more than 1/2 mile from a Transit Station.

E. Local ADUs (Special Permit through the Zoning Board of Appeals). An ADU that is larger than allowed under "Protected Use ADU" (i.e., exceeding 900 square feet or exceeding half of the Principal Dwelling's GFA, whichever is smaller) or that fails to satisfy any other by-right requirement above may be approved as a Local ADU via Special Permit from the Zoning Board of Appeals (ZBA).

1. **Maximum Gross Floor Area.** A Local ADU may not exceed 1,200 square feet.
2. **Dimensional Requirements.** The Local ADU shall comply with any local dimensional standards for accessory structures or single-family dwellings in the district.
3. **Parking.** At least one (1) additional off-street parking space is required for a Local ADU if the property is located more than 1/2 mile from a Transit Station.

F. ADUs on Floodplains or Aquifer Protection Districts A Protected Use or Local Accessory Dwelling Unit (ADU) is permitted within a Floodplain District (as regulated by Article 10 of the Zoning Bylaws) or an Aquifer Protection District (as regulated by Article 16 of the Zoning Bylaws) only by special permit, in accordance with § 300-14.10. This applies to new construction or expansions to the existing building footprint.

G. *Multiple ADUs on One Lot* Where a Protected Use ADU or a Local ADU already exists on a Lot, no additional ADU(s) are allowed.

H. Nonconformities

- 1) Pre-Existing Nonconforming Structures.** A finding under M.G.L. c. 40A §6 (that any alteration of a pre-existing nonconformity is not substantially more detrimental) shall be made administratively by the Building Commissioner, without requiring a separate special permit through the Zoning Board of Appeals, for a Protected Use ADU.
- 2) Increase to Nonconformities.**
 - a) If the creation or expansion of an ADU creates a new dimensional nonconformity or increases an existing nonconformity beyond what is permissible under this bylaw, Site Plan Approval through the Planning Board is required.
 - b) If a proposed ADU involves converting a pre-existing, nonconforming, non-residential building to residential use, and it qualifies as a Protected Use ADU, Site Plan Approval through the Planning Board is needed before issuance of a Building Permit.
 - c) If a proposed ADU involves converting a pre-existing non-residential building to residential use, and it does not qualify as a Protected Use ADU, a Special Permit through the Zoning Board of Appeals is needed before issuance of a Building Permit. The maximum allowable cap as defined in 300-14.17(E)(1) does not apply in case of conversions.

I. Architectural Compatibility. Property owners are encouraged to design newly constructed ADUs so that the exterior materials, roof pitch, window detailing, and other design elements remain consistent with the Principal Dwelling. For properties in a **Historic District**, applicants must also comply with local historic preservation guidelines to ensure architectural cohesion.

J. Administration and Enforcement

- 1. Zoning Enforcement Officer.** The Zoning Enforcement Officer shall administer and enforce this bylaw and shall issue Building Permits for ADUs when the applicable requirements are met.
- 2. Certificates of Occupancy.** No ADU shall be occupied until a certificate of occupancy (where required) is issued.
- 3. Dover Analysis (760 CMR 71.03(3)(a)).** In processing a Protected Use ADU application, the Zoning Enforcement Officer shall waive any local zoning requirement deemed unreasonable under 760 CMR 71.03(3)(a).

4. **Violations.** Any violations of this bylaw are subject to enforcement under M.G.L. c. 40A and any local regulations pertaining to zoning enforcement.

AMEND Attachment 1: Table of Use Regulations

By removing row “1.2a. Family apartments [See definition in §300-2.1 and §300-14.10I(3)]” and inserting a new use under the appropriate Residential Use category titled “1.2a. Accessory Dwelling Unit (ADU) [See definition in §300-2.1 and §300-14.17]” as follows:

	Use								
1.	Residential	A	RE	RT	RS	RU	B	BI	IE
1.1.	One-family dwelling (See § 300-14.10F)	YES	YES	YES	YES	YES	SP	NO	NO
1.1a.	Accessory dwelling unit in single-family dwelling (See § 300-14.10I)	SP	SP	SP	SP	SP	NO	NO	NO
1.2.	Two-family dwelling (Under § 300-14.10F)	NO	NO	NO	NO	NO	SP	NO	NO
1.2a.	Family apartment [See definition in § 300-2.1 and § 300-14.10I(3)]	SP	SP	SP	SP	YES	SP	NO	NO
1.2a.	Accessory Dwelling Unit (ADU) [See definition in § 300-2.1 and § 300-14.17]								

Or do or act anything in relation thereto.

Article 30. Free Cash

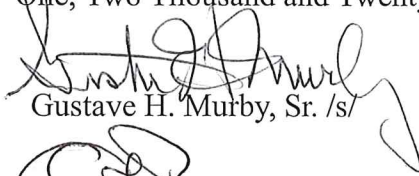
Submitted by the Board of Assessors

Type of Vote: Majority

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 2026, or do or act anything in relation thereto.

And you are directed to serve the Warrant by posting an attested copy thereof, in the usual place for posting warrants in said Medfield, seven days at least before the time of holding said Town Meeting.

Hereof fail not and make due return of this Warrant with your doings thereon, unto the Town Clerk at the time and place of the Town Meeting aforesaid. Given unto our hands this April, One, Two Thousand and Twenty-Five.



Gustave H. Murby, Sr. /s/



Osler L. Peterson /s/



Eileen M. Murphy /s/

Select Board

By virtue of this Warrant, I have notified and warned the Inhabitants of the Town of Medfield, qualified to vote in the election and at town meetings, by posting attested copies of the same at five public places seven days before the date of the Town Meeting as within directed.

Constable: 

Date: 4/4/25

A TRUE COPY ATTEST:
Marion Bonoldi
Town Clerk



