

TOWN OF MEDFIELD



REPORT ON THE WARRANT FOR THE ANNUAL TOWN MEETING

**AMOS CLARK KINGSBURY HIGH SCHOOL
GYMNASIUM**

**MONDAY, MAY 5, 2025
7:00 PM**

**Prepared by
SELECT BOARD
April 2025**

PLEASE BRING THIS REPORT TO TOWN MEETING

STAY IN TOUCH WITH US

To sign up for notifications from your favorite boards and committees or to be registered for emergency notifications please visit the town website:



Sign up to stay in touch with the Medfield School Building Committee



Website	town.medfield.net
Twitter	@TownofMedfield
Facebook	@TownofMedfield

TABLE OF CONTENTS

2025 Annual Town Meeting Rules of Order and Procedure.....	1
Message from the Moderator.....	3
Consent Agenda.....	4
Message to Residents from Warrant Committee Co-Chairs Stephen Callahan and Robert Sliney.....	6
Review of Town Finances.....	10
Budget Summary: FY2024 to FY2026.....	20
FY2024 Reserve Fund Transfers.....	21
FY2024 Appropriation Transfers.....	21
Outstanding Principal by Category.....	22
2025 Annual Town Meeting Warrant.....	23
Water Enterprise Fund Budget	82
Sewer Enterprise Fund Budget.....	83
Index of Warrant Articles.....	84

Rules of Order and Procedure 2025 Annual Town Meeting

1. The Town Meeting shall begin when the Town Clerk acknowledges the quorum requirement, as set by the Select Board, is met and either reads the return of service on the Warrant, or the Moderator waives the reading.
2. The subject matter of the Town Meeting is limited to the Articles set forth in the 2025 Report on the Warrant for the Annual Town Meeting. The Warrant Reports are contained in your Warrant, and will not be read out loud unless otherwise noted.
3. The only non-voters that are authorized to attend Town Meeting are 1) invited guests; 2) individuals providing technical or other support; or 3) Medfield students. All non-voting visitors invited to the Town Meeting shall be seated in an area designated for visitors and all Medfield students who are not yet registered to vote shall sit in an area reserved for students.
4. By my authority as Moderator, all Town Employees and individuals employed as consultants to the Town will be authorized to participate in Town Meeting as non-voters. No other non-voter is authorized to participate. Participation in Town Meeting as a non-voter does not include the ability to make a motion or register a vote.
5. The order of the Articles will be determined by the Moderator. The agenda setting forth the order will be communicated to Town Meeting prior to voting.
6. 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 the recommendation of the Warrant Committee. The Moderator will then ask for any report required by law from a Town board or agency. There will be no requirement of a 'second' from the floor on Main Motions.
7. 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 may be several Motions at the meeting that will not precisely track the Articles as printed in the Warrant Report.
8. To avoid confusion, the Moderator will allow only one Motion to Amend be pending on the floor at any one time.
9. Any voter wishing to speak to the Town Meeting should go to the designated microphone . There will be three microphones in the gymnasium, one for supporters of the article, marked "YES", one for opponents of the article, marked "NO", and one for questions only, marked "?". In the event that there is an overflow room or other alternate voting area, that area may only have one microphone. Upon being recognized by the Moderator, the speaker should identify herself or himself by name, street address and position in Town government (if any).

10. 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.
11. The Moderator will enforce a two-minute time limit on all speakers, which will be tracked by a digital clock in view of the voters. There may be occasions where the Moderator allows a reasonable amount of additional time, depending on the circumstances and based upon his best judgment.
12. Every speaker must directly address the article at issue. Any comments about an individual, an article not currently under consideration, or other topics not relevant to the article will result in redirection by the Moderator, and may result in the speaker forfeiting any remaining time.
13. It is the Moderator's discretion to end debate, which in certain instances may be done even though a voter is standing at a microphone.
14. 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.
15. 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.
16. 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.
17. 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.
18. The Moderator has broad discretion in the administration, operation, and orchestration of the Town Meeting. Moderator's discretion will be grounded in applicable State Law, Medfield's Charter and By-Laws, general principles of fairness, and efficiency.
19. Please, all cell phones and other portable devices should be turned 'off' or 'silent' throughout the Town Meeting.

In compliance with the American with Disabilities Act, the May 5, 2025 Annual Town Meeting, if requested, will be offered by assisted listening devices or an interpreter certified in sign language. Requests for alternative formats should be made as far in advance as possible, but no fewer than 5 days. Should you need assistance, please notify the Town Administrator's office at 508-906-3012 or bfranklin@medfield.net.

MESSAGE FROM THE TOWN MODERATOR

Dear Friends and Neighbors:

It is my great honor to again serve as Moderator for this year's Annual Town Meeting.

It is also my privilege to invite you to attend Medfield's Annual Town Meeting to be held on **Monday, May 5, 2025 at 7:00 PM in the Amos Clark Kingsbury High School Gymnasium.**

Every Medfield registered voter is authorized by the Medfield Town Charter to attend Annual Town Meeting (ATM) and serve as the Town's legislative body. I view it as a vital part of my role as Moderator to provide the legislators with the tools to conduct an efficient meeting while having a substantive and robust discussion of the Town Meeting Warrant. Following are a few of the features of this year's ATM that I hope will assist in this endeavor:

- A set agenda that will be communicated to all Members prior to voting.
- An expanded Consent Calendar to attend to more perfunctory matters at the beginning with one vote.
- 2 minute limit on individual comments for each Article (with exceptions in certain circumstances).
- Microphones clearly marked for those who want to speak for or against an article, or have a question.

It is my hope that these and other elements will enrich everyone's Town Meeting experience by allowing us focus on the important business of the Town as efficiently as possible. I am always open to anyone's thoughts on ways to improve the Town Meeting process, so please don't be shy!

Finally, I would like to note that this year's ATM will be opened in honor of Sandra Munsey, Medfield's first female Select Board Member, who passed away recently. I hope all join me in honoring her dedicated service to our Town.

Thank you, and I look forward to seeing you on May 5!

Respectfully Submitted,

Michael E. Pastore
Town Moderator

CONSENT AGENDA

The Town Moderator will propose certain warrant articles to be acted upon collectively, that is by a single vote, in order expedite Town Meeting proceedings. This single vote process is generally referred to as the “Consent Agenda.” The Consent Agenda is an exception to the typical voting process of Town Meeting. This year the articles recommended for the Consent Agenda are those that:

- (1) Appear annually and do not change substantially in scope or funding amount;
- (2) Are straightforward and fully explained in the FY2026 Warrant Report Book;
- (3) Are administrative in nature and have no policy implications; or
- (4) Have unanimous support from both the Warrant Committee and the Select Board

At the call of the Consent Agenda, the Moderator will read out the number of the warrant articles individually. If any voter objects to a particular article being included in the Consent Agenda, that voter will indicate the objection by exclaiming “HOLD” to the Moderator when the number is called. The article then will be removed from the Consent Agenda and restored to its original place in the Warrant to be voted in the manner as described in the Moderator’s Rules of Order and Procedure. The Moderator will then call for a motion that the voters pass all items remaining as a unit in one vote.

The Consent Agenda will be taken up as the first order of business at the beginning of the Annual Town Meeting on Monday, May 5, 2025.

PROPOSED MOTION:

Move that Articles 1, 4, 5, 6, 9, 11, and 22 be passed as printed in the Warrant Report

PROPOSED 2025 ANNUAL TOWN MEETING CONSENT AGENDA

Article #	Title	FY2026 Appropriation	Page #
1	Annual Town Report	\$0	23
4	Annual Revolving Fund Expenditure Limit Authorization	\$0	32
5	Cemetery Perpetual Care Trust Funds	\$0	33
6	Local PEG Access Appropriation	\$277,317.92	35
9	Appropriation/Transfer to the Capital Stabilization Fund	\$1,332,927	37
11	Transfers to the Municipal Building Capital Stabilization Fund	\$234,035 (and remaining balance of the FY25 Emergency Repairs fund at June 30, 2025)	40
22	Conservation Trust Fund	\$5,000	58



MEDFIELD WARRANT COMMITTEE

A MESSAGE TO RESIDENTS FROM
CO-CHAIRS STEPHEN CALLAHAN &
ROBERT SLINEY

TOWN OF MEDFIELD WARRANT COMMITTEE

2024/2025 MEMBERSHIP

TERMS EXPIRING IN 2025

Stephen Callahan (Co-Chair)

Peter Michelson

Brent Nelson

TERMS EXPIRING IN 2026

Ashley Leduc

Emily McCabe

Jillian Rafter

TERMS EXPIRING IN 2027

Peter Saladino

Robert Sliney (Co-Chair)

Edward Vozzella



MEDFIELD WARRANT COMMITTEE

A MESSAGE TO RESIDENTS FROM CO-CHAIRS STEPHEN CALLAHAN & ROBERT SLINEY

Dear Resident,

In preparation for the Town of Medfield's Annual Town meeting on **May 5, 2025**, we are pleased to present the Warrant Committee's recommendations on each warrant article. Over the past year, we have been dedicated to hearing presentations from Department Heads, discussing proposed budgets for FY 2026 as well as assessing our fiscal status relative to forecasted expenditures and proposed projects, which we discuss herein.

We take our role seriously and ask for your attendance and vote at the Town of Medfield's Annual Town Meeting on May 5, 2025. Our recommendations for articles in this warrant report relate to important areas such as the Town Operating Budget for FY 2026, Dale Street Elementary School project, Parks and Recreation Department, the Department of Public Works, the Conservation Commission and non-financial articles on zoning matters, including flood plain zoning and accessory dwelling units, to name a few.

Your input is vital. In addition to our FY 2026 outlook below, please review our reports included in the Warrant, visit the Warrant Committee website (www.town.medfield.net), scan the QR code below, where meeting minutes and recordings are available or watch a recording on Medfield TV for an update on Town of Medfield's finances and this year's Warrant Articles.

BUDGET OVERVIEW

This year marks the eighth consecutive year we have achieved a balanced budget without an operational override. The Warrant Committee's proposed FY 2026 Operating Budget for the School Department is \$44.6 million and \$14.5 million for Town Departments, an increase of 3.4% and 3.5% over the prior year, respectively. Both school and town officials faced challenges in meeting our guidance and as a result each have important unmet needs (including new personnel positions) in their final budgets. Shared costs, especially employee health insurance rates, have increased significantly, growing at an unsustainable 16.92%. The FY 2026 town budget includes the results of a Select Board vote to accept a federal grant and add four Firefighter/Paramedics to the Fire Department budget. Most of this increase will be offset by a three- year federally funded grant. Recent increases in shared and departmental costs and the expected expiration of federally funded grants will make it increasingly difficult to maintain the current level of town services within the current revenue framework.

The FY 2026 budget meets the necessity of covering current operating expenses with current operating revenues. **We continue our financial policy of only using Free Cash for one-time needs such as capital and stabilization funds rather than foreseeable operating needs.** The town continues to rebuild the general stabilization fund to help with an unanticipated economic downturn or emergency.

The Warrant Committee recommends support for the Municipal and School departments FY 2026 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.



MEDFIELD WARRANT COMMITTEE

A MESSAGE TO RESIDENTS FROM CO-CHAIRS STEPHEN CALLAHAN & ROBERT SLINEY

FINANCIAL MANAGEMENT POLICIES

In the summer of 2024, members of the Warrant Committee began meeting with Town officials to update our [Financial Management Policies and Objectives](#). The objective is to document policy and procedures to ensure “that financial management is conducted with the objective of safeguarding public funds, protecting the town’s assets, and complying with financial standards and regulations.” The updates reflect many of the best practices and changes in our budget process over the past few years, aimed at achieving sustainable budget guidance for the overall municipal and school department budgets. An addition to this year’s Warrant Report is a *Financial Scorecard*

<https://www.town.medfield.net/DocumentCenter/View/8471/FY2025FY2026Financial-PolicyScorecard-04012025>

which reports on the Financial Policy Standards outlined in the policy document (FY 2025 Actual vs. FY 2026 Proposed). As reflected in the scorecard the town continues to be within its stated targets; compliance with policy and meeting financial targets are important to maintaining a favorable bond rating as we anticipate future exempt borrowing costs.

Since the 2024 Annual Town Meeting, the Warrant Committee has held 12 regularly scheduled public meetings to openly discuss the budget process, the operating budgets of the Town municipal and school departments, other financial matters, and Town warrant articles. These meetings were held in person with the option of participating remotely to encourage input from town residents and article sponsors.

OUTLOOK AND CHALLENGES

While the current operating budget is balanced without the need for a Prop 2 ½ override we **expect future operating budgets will be severely tested as costs increase (e.g., expiration of teachers collective bargaining agreement at the end of FY 2026) and State aid not keeping pace with wage inflation and cost increases**. Relief may come from continued diversification of our tax base with developments that minimize future burdens on Town services. **A proposed Dale Street Elementary school project and other building capital needs will result in increases in property taxes if ultimately approved by Town Meeting and voters.**

The Town has recently completed a process to update its 20-year building capital plan (last done in 2017). The draft report captures updated estimated costs for these capital projects for roof replacements, windows, exterior and HVAC needs. It also identifies those which have become Priority One critical needs that are recommended to be addressed in the next two years. **For example, one such need is roof replacements on our school buildings (excluding Dale Street) estimated at \$19 million in the next two years. The Town does not have the ability to fund this and other significant building projects in the 20-year capital plan without increases in property taxes from borrowings.** The Warrant Committee expressed concern about delays in completing these projects, their financial implications, and any potential implications to future operations of these buildings. There are many other capital projects besides the replacement of Dale Street Elementary School that need serious consideration and



MEDFIELD WARRANT COMMITTEE

A MESSAGE TO RESIDENTS FROM CO-CHAIRS STEPHEN CALLAHAN & ROBERT SLINEY

evaluation. Over the next few months, the town will review the study and establish priorities for school and town buildings; the Select Board must set priorities with the involvement of other committees and residents to progress the capital plan.

COMMUNITY ENGAGEMENT

We want to thank all the town and school officials and department heads who met with us along with our elected town officials as we prepared our recommendations for town meeting. Our meetings and discussions were open, informative, and guided us in understanding the priorities and needs of the town. All of us worked together to provide the residents with balanced and financially sustainable municipal and town budgets using thorough information and data which have become the basis for our warrant article recommendations.

The work and contributions of the Warrant Committee deserve special recognition. Our members spent a lot of time attending evening meetings and asked well thought-out and insightful questions. We are honored to be able to serve with this team which provides such highly valued service to the town.

The financial challenges for the town, both operating and long term cannot be addressed without the full cooperation of the Select Board, town and school departments, and the committees throughout the town, many of which are volunteers. This includes our fellow Warrant Committee members who have committed their time and talents to provide you, the governing body of our town, with input on which you can make an informed decision. The Town Meeting is a unique privilege for us as citizens of Medfield to take an active part in your government and protect what for many of us is our largest asset, our home.

We value your voice. Your participation in Town Meeting helps shape the future of Medfield. We look forward to seeing you on May 5, 2025.

Stephen Callahan, Co-Chair

Robert Sliney, Co-Chair



Scan for Warrant Committee materials

REVIEW OF TOWN FINANCES

Introduction and Budget Overview

On May 5th, our Annual Town Meeting will take place so that residents can consider financial appropriations for the upcoming fiscal year. In doing so, our community will collectively decide how to fund the day-to-day operations of Municipal and School Departments while also taking part in the long-term financial planning for future fiscal needs. Preparing the Fiscal Year 2026 budget was not without its challenges. For instance, mid-way through the process, the Town was notified of significant increases in health insurance costs, leading to a downward revision of the funds available to school and town departments. However, the Select Board is confident that the proposed budget is a responsible spending plan to fund services for residents and achieve other goals of the Town.

Category	Fiscal Year 2025	Fiscal Year 2026	\$ change	% change
Insurance and School/Town Employee Benefits	\$10,384,831	\$11,043,394	\$658,563	6.34%
Debt Payments	\$4,015,328	\$3,549,204	-\$466,124	-11.61%
General Government Departments	\$2,941,886	\$3,132,996	\$191,110	6.50%
Public Safety	\$5,073,374	\$5,109,332	\$35,958	0.71%
Public Works	\$3,378,732	\$3,532,325	\$153,593	4.55%
Health and Human Services	\$2,079,237	\$2,168,047	\$88,810	4.27%
Land Use & Inspections	\$515,514	\$541,482	\$25,968	5.04%
School Department	\$43,240,335	\$44,744,508	\$1,504,173	3.48%
General Stabilization Fund	\$0	\$175,000	\$175,000	-
Total	\$71,629,237	\$73,996,288	\$2,367,051	3.30%

How Do We Build the Budget?

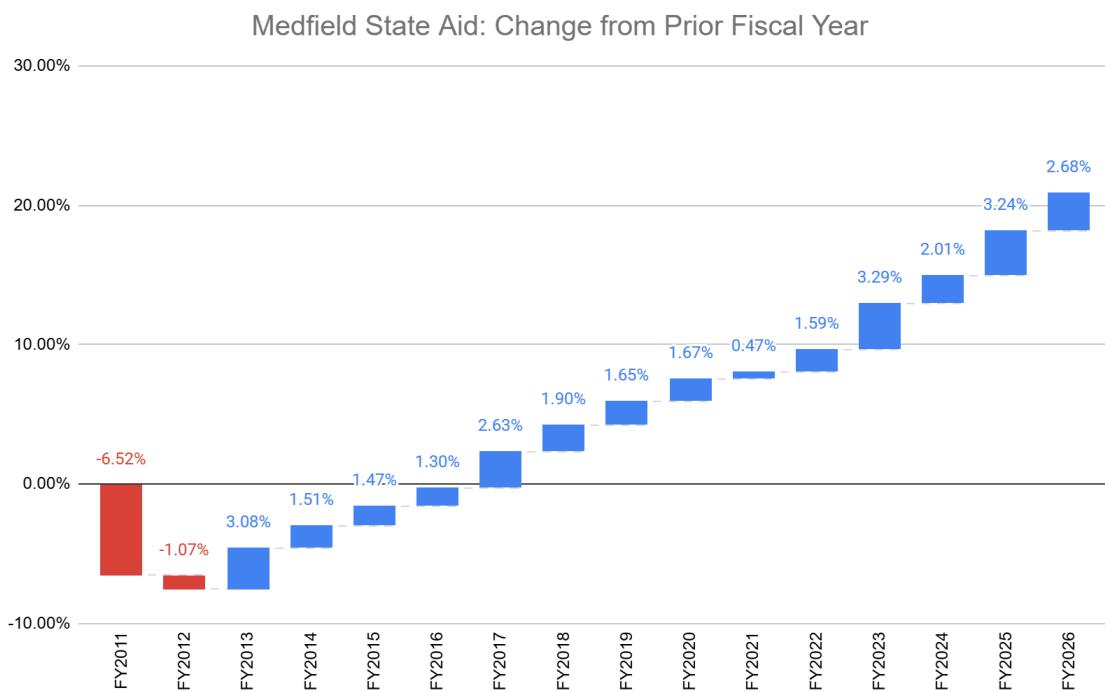
To ensure that a responsible and effective spending plan is presented to Town Meeting each year, the Warrant Committee begins the budget development process by determining what revenues are available for expenditure and how other nondiscretionary costs, such as health insurance coverage and debt service obligations, must be addressed. The result is a financial forecast that the Warrant Committee uses to guide how operating budgets can grow sustainably. From there, the Select Board works to develop a spending plan for general government departments with a commitment to goals-based budgeting, aiming to achieve strategic objectives set out by the

Board and in the Master Plan within a responsible financial framework that balances town needs against the tax burden being placed on taxpayers.

Revenue Outlook

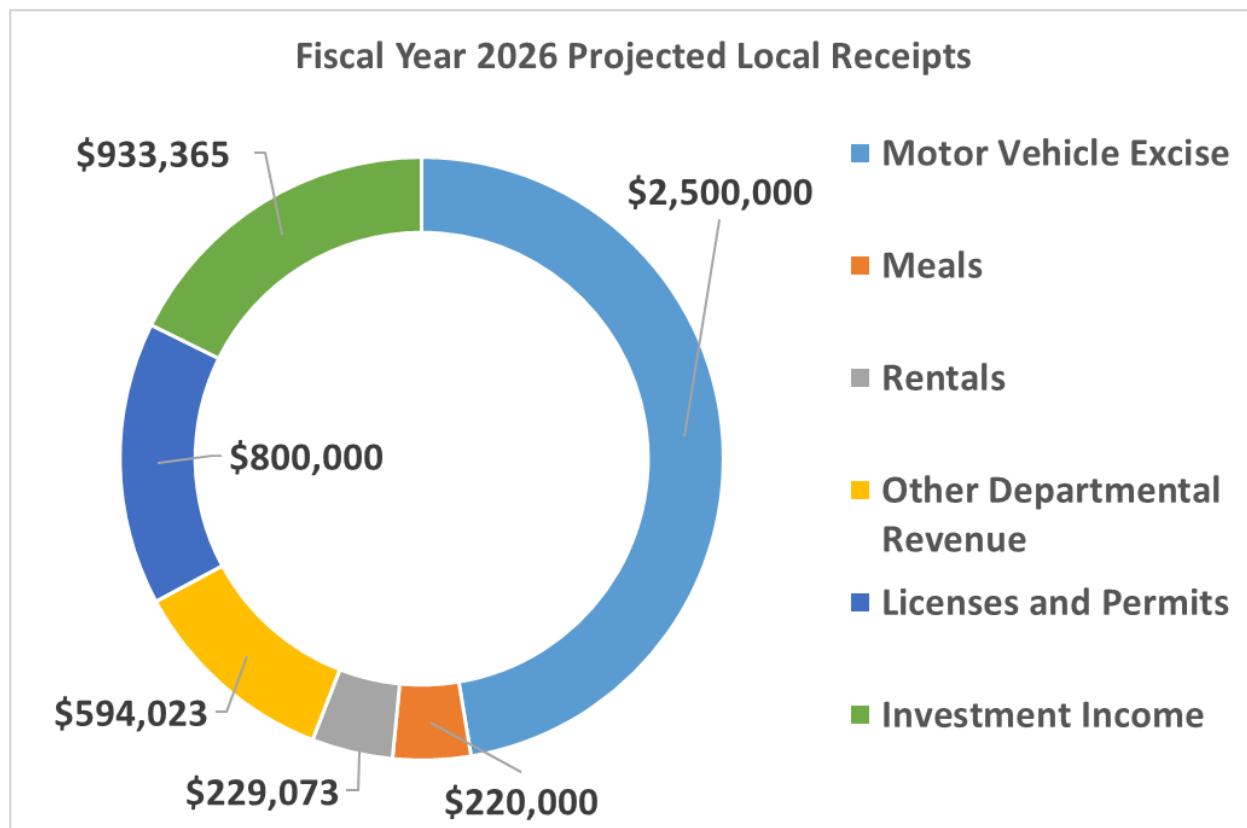
The property tax levy is estimated to account for over 70% of total revenues, of which approximately 95% comes from residential tax bills. The Select Board is increasingly aware of the financial burden placed on residents, especially as the costs of providing core services and investing in new assets continue to rise. One of the Select Board's strategic goals, also identified in the Town-wide Master Plan, is to diversify the tax base to reduce the financial impact felt by our residents as our community weighs a new elementary school project, the future of a Parks and Recreation facility, and continuing wage pressures. The Town also continues to look for new revenue sources to offset these and other cost increases.

The Town's second-largest revenue source is state aid. In January 2025, the Healey-Driscoll Administration released proposed state aid allocations for Fiscal Year 2026 that will provide for a 2.7% net increase over last year's amount, growth that is typical of recent years. Given that this rate of increase tends not to match growing budgetary pressures, the town must also rely on local receipts and other available general funds.



The Town must conservatively estimate local receipt revenues, which are comprised of motor vehicle excise, meals tax, building and permit fees, and other fees to prevent overextending

financial resources and the need for mid-year budget cuts. Looking ahead, we expect that the motor vehicle excise tax will account for about half of the local receipts. The most significant projected increase in local receipts categories is expected to come from motor vehicle excise and investment income. While the interest rate environment has caused economic uncertainty, continued higher rates have led to increases in the interest earned in the Town's general fund and other accounts and deposits housed at various financial institutions.



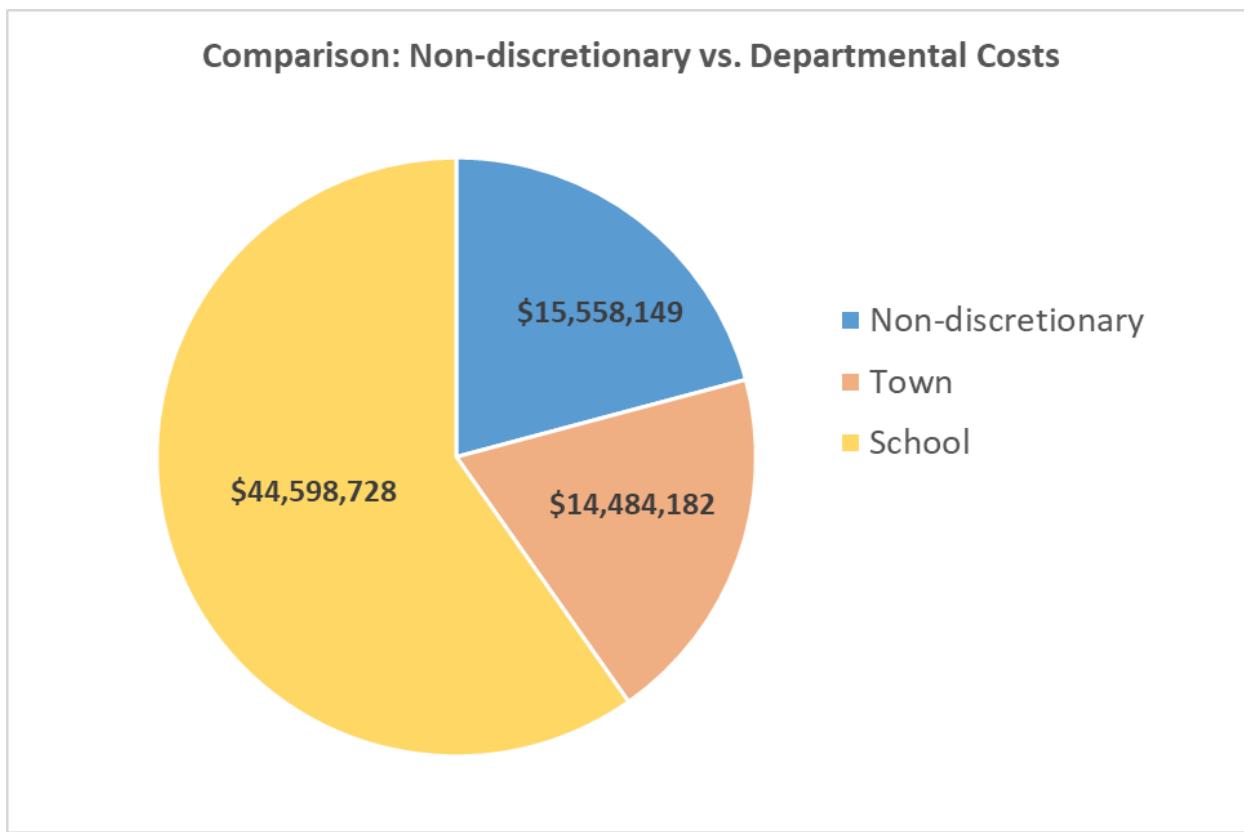
The Town also draws on various other accounts to fund or offset certain costs included in the budget. In Fiscal Year 2026, \$305,209 will be utilized from the Pension Reserve Trust Fund to offset a portion of Medfield's annual assessment from the Norfolk County Retirement System. Also, \$365,000 will be drawn from the Advanced Life Support (ALS) Revolving Fund for costs related to providing this service. Additional ALS expenses are to be paid directly from this fund throughout the fiscal year.

School and Town Shared Expenditures Outlook

Before considering increases in departmental budgets, the Town must consider what funding will be needed to address changes in "nondiscretionary" spending categories for the upcoming fiscal year. These expenditures, which are shared across Municipal and School Departments, include debt service obligations, regional school district, state, and county assessments, health insurance

for current and retired employees, and other similar costs. The budget forecasts that these costs will account for about 20% of operating spending in Fiscal Year 2026.

After considering forecasted revenues and shared expenditures of this nature the additional remaining revenues are allocated 75% to the School Department and 25% to the Town Departments. Accordingly, Municipal and School departments were requested to submit their Fiscal Year 2026 operating budget proposals with increases no greater than 3.5% (\$495,439) and 3.4% (\$1,486,317) from Fiscal Year 2025, respectively. This is a 23% decrease in available revenues for operating budget increases compared to Fiscal Year 2025.



Medfield is not immune to the ongoing crisis of the cost of healthcare in Massachusetts and across the nation. The result is a \$720,550, or 14.56%, increase in this budget line item for Fiscal Year 2026 compared to Fiscal Year 2025 - a dollar amount greater than the proposed increase for all Municipal Departments combined for next fiscal year. While Medfield is not alone in receiving these substantial increases, it has placed substantial pressure on the Town's ability to fund other pressing needs.

Expenditure Outlook

The FY26 School budget reflects a 3.45% increase—or \$1,486,317—over the FY25 budget, bringing the total to \$44,598,728. This increase addresses all contractual obligations for both payroll and non-payroll areas, as well as anticipated rises in costs for supplies and services. It aligns with the Town’s financial guidelines while upholding the quality of education. The School Committee remains committed to working collaboratively with the community to manage these budget challenges thoughtfully and responsibly, and is appreciative of the community’s support.

The Municipal budget lays the foundation for a Grounds Division within the Department of Public Works. Throughout the next year, work will continue to consolidate municipal grounds and maintenance operations. We will continue to work with the Parks and Recreation Commission and the School Department to further identify overlaps and opportunities for consolidation.

The Fiscal Year 2026 budget also addresses the wage pressures that have impacted the recruitment and retention of personnel. The Town began a wage and compensation salary study of these positions with the assistance of a third-party consultant in 2023. The study was completed in fall 2024, when work began to determine how financial resources could be allocated to address areas where Medfield’s salary offerings were below market. Based on the results of this market analysis, the Personnel Board and the Select Board have voted to recommend a new class and compensation structure. The budget also funds new collective bargaining agreements with Police and Fire Departments scheduled to take effect July 1, 2025. The Town extends its appreciation to the Medfield Permanent Firefighters Association and Medfield Police League for working with our collective bargaining team to reach these agreements in a timely manner. Proposed salary adjustments are a fiscally responsible way to ensure Medfield is competitive in an environment where it is increasingly difficult to retain and recruit highly qualified municipal staff.

Capital Investments

At the 2018 Annual Town Meeting, the Town approved the creation of a Municipal Buildings Stabilization Fund to provide funding for facilities repair and improvement projects. This account was funded by a Proposition 2 ½ override in 2018, which to date has increased 2.5% annually from its initial \$1,000,000 total at the approval of the Select Board. The Fiscal Year 2026 appropriation out of the fund will total \$1,523,634. This total excludes an additional proposed appropriation for a leased modular structure for the Parks and Recreation Department, which will be detailed further in this report.

This year's capital investments in buildings, proposed in Article 12, will allow the Town to continue to address maintenance needs for some of its largest assets. The proposed funding will go towards repairs and improvements at school and municipal buildings. The Town is also in the midst of updating its 20-Year Facilities Capital Plan, which is due to be finalized in summer 2025. This assessment of capital needs will allow for a strategic approach to investing our tax dollars and maintaining these all-important assets that house our students, seniors, employees, and other town resources and programming.

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 10 lays out these proposed investments, drawing upon from the town's Capital Stabilization Fund, Water & Sewer Enterprise funds, and Town department revolving funds. These investments include a new ambulance, firefighter gear, information technology upgrades for our schools and town departments, and the resurfacing of the Metacomet Tennis Courts.

Fiscal Year 2026 will be the first time in several years that American Rescue Plan Act funding will not be available to defray costs borne by the Capital Stabilization Fund and other funding sources. The Town will need to rely on Free Cash and its other funding sources for these investments moving forward, which the Capital Budget Committee and Warrant Committee have kept in mind when reviewing capital requests and expenditures.

Financial Policy & Compliance

In January 2025, the Warrant Committee and Select Board approved updates to the Town's Financial Management Policies and Objectives, first adopted in 2018. The policies are posted to the Town's website for review. As required in the financial policy, the Select Board certified that the Fiscal Year 2025 budget satisfied the measures of compliance specified in the policy. The Fiscal Year 2026 budget proposed by the Warrant Committee, if adopted as presented by the Town Meeting, will again comply with the Town's financial policies.

		FY25	FY26
Financial Policy Compliance Standard	Policy	Actual	Proposed
The minimum annual appropriation of the reserve fund should be x% of the total General Fund Operating Expenditure Budget	0.20%-0.30%	0.23%	0.23%
The appropriations and transfers into this reserve fund are limited by x% of the preceding years tax levy	<5.00%	0.32%	0.31%
The Town shall strive to maintain free cash at x% of the General Fund Operating Expenditure Budgets, net of debt service*	3.00%	2.67%	3.38%
The Town shall strive to maintain General Stabilization Account at a minimum balance of x% of the General Fund Operating Expenditure Budget	5%-7%	5.42%	5.51%
The Town shall strive to maintain General Reserve Accounts at a minimum balance of x% of the General Fund Operating Expenditure Budget	>8.00%	8.22%	9.02%
The Balance in the Special Education Reserve Fund cannot exceed x% of the annual net school spending of the school district	<2.00%	0.43%	0.43%
General Fund non-exempt debt service should not exceed x% of annual General Fund Operating Revenues	<0.50%	0.39%	0.32%
Total General Fund debt service, should be maintained at no greater than x% of the annual General Fund Operating Revenues	<10.00%	3.68%	2.87%

**As part of the financial policy updates that were approved in January 2025, this standard was updated from 2.5% to 3%, meaning the FY25 budget complied with the financial policies in place at the time that budget was developed*

		FY25	FY26
Financial Policy Compliance Objective	Goal	Actual	Proposed
Build balance to provide future tax relief to be utilized during the first three fiscal years after the debt issuance for the school project**	\$4-\$5 million	\$1,386,489	\$2,286,489
<i>**This balance includes the Sale of Land Proceeds</i>			

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 (DLS) recommends that free cash only be used for one-time, nonrecurring expenses. The Town's financial policies require the Town budget to maintain a balance in free cash equal to at least 3% of the general fund expenditures, net of debt service, after free cash appropriations from Town Meeting.

In October 2024, DLS certified the Town of Medfield's Free Cash balance of \$5,625,563 for Fiscal Year 2024. This year's warrant proposes the following uses of free cash, which are in line with best practices and the town's financial policy:

Certified Free Cash	\$5,625,562
Other Post-Employment Benefits Liability Contribution	\$578,813
General Stabilization	\$175,000
Capital Stabilization	\$850,000
Danielson Pond	\$50,000
Elementary Tax Mitigation Fund	\$900,000
SBC Feasibility	\$400,000
MSH/Overlook Environmental Review	\$25,000
Conservation Land Trust	\$5,000
Metacomet Tennis Courts Resurfacing	\$190,000
Total	\$3,173,813

Discussion of Warrant Articles

This year's warrant includes thirty articles proposed for Town Meeting approval, many of which include operating and capital budgets, the personnel administration plan, and standard fund transfers. However, there are a number of non-routine warrant articles the Select Board would like to draw your attention to.

Tax Relief for Seniors and Veterans

One goal the Select Board has focused on in the past year has been developing tax relief proposals for our community's senior citizens. Articles 15, 16, and 17 relate to property tax exemptions allowed under certain circumstances for senior citizens, surviving spouses, or surviving minor children. The proposed changes under Massachusetts General Law allow for increases in either the property tax exemption amount or certain income and whole estate qualification tests based on changes in the Consumer Price Index (CPI). Article 18 increases tax

reductions available through the Medfield Senior Tax Work Off to the maximum allowed by the state. Finally, Article 19 also links the exemption amounts available to disabled veterans to inflation.

In May 2024, Town Meeting approved the creation of the Elementary School Tax Mitigation Stabilization Fund. The purpose of this fund is to provide future tax relief to offset the cost of debt issuance for the school project. The Fiscal Year 2026 appropriation into this account, when combined with the remaining funds from the sale of the “Hinkley South” parcel, brings the balance available for this purpose roughly halfway to the Financial Policy’s goal of \$4 to \$5 million. See this review’s prior section on Financial Policy and Compliance for additional details.

Sewer Enterprise Fund Costs

Unlike many surrounding towns, Medfield owns, operates and maintains its own wastewater treatment plant located off West Street. In recent years, the costs and quantity of sewage treatment have increased drastically. These costs have been compounded by aging sewer mains and other infrastructure and equipment at the wastewater treatment plant itself. These issues now present themselves in two different warrant articles at this year’s Annual Town Meeting - Article 8 and Article 14. Article 8 requests the release of additional funding from the Department’s reserves, referred to as “retained earnings”, to fund operations through the remainder of Fiscal Year 2025. This transfer requires Town Meeting approval as the department operates as an Enterprise Fund under Massachusetts General Law Chapter 44, Section 53F ½ and is managed as a standalone entity.

Article 14 sets out the operating budgets for the Water and Sewer Enterprise Funds. The Board of Water and Sewerage’s proposed Fiscal Year 2026 Sewer Department budget is a 19% increase in expenditures compared to Fiscal Year 2025. The primary drivers are a 74% increase in on-site waste removal and a 65% increase in chemical usage line items.

As a reminder, the Water and Sewer Department Enterprise Funds are independent entities from the Town’s General Fund, and rely exclusively on usage charges on rate payers. After the Town Meeting, the Board of Water and Sewerage will begin the rate-setting process for FY26 with these operational needs and future capital investments as significant factors to consider. As with prior years, the Board invites public input as the rate-setting process progresses.

Leased Modular and Hinkley Pond

With the closure of the Pfaff Center in December 2024, the Parks and Recreation Commission is tasked with finding space for summer camp programming and beyond. A one-year lease of a 2,880-square-foot modular unit to be located at Hinkley Pond is recommended by the Select Board, Parks and Recreation Commission, Warrant Committee, Capital Budget Committee, and

Permanent Planning and Building Committee to meet this demand. After the first year of the lease, a determination will be made on the best next steps for future years. This is viewed as a temporary solution to a problem that the above-mentioned groups and other stakeholders will work to determine a long-term solution for.

Looking Forward

The Warrant articles and operating budgets set out a financial framework for the next fiscal year with an eye on the anticipated fiscal challenges on the horizon. Building the Town's Reserves, long-term capital planning, and proposing responsible growth in operating budgets are all balanced with the need to maintain services for our residents and the cost of providing those services. Looking to Fiscal Year 2027 and beyond, the scope of the elementary school project will come closer into view, teacher collective bargaining agreements are set to expire, and conversations about needs for sidewalk infrastructure and school roof replacements are expected to continue.

We look forward to continuing these conversations and engaging with residents as we address these challenges as a community. As always, we express our sincere gratitude to the Town's elected and appointed board members and other volunteers who assist with achieving our community's goals. By attending Town Meeting, all residents can take part in addressing these goals and challenges.

We look forward to seeing you at the Annual Town Meeting on Monday, May 5, 2025, at 7:00 PM at the High School Gymnasium.

Select Board

Gustave H. Murby, Chair
Osler L. Peterson, Clerk
Eileen M. Murphy, Third Member

FY2024-FY2026 Budget Summary

	Fiscal Year 2024 Per Recap	Fiscal Year 2025 Per Recap	Fiscal Year 2026 Estimate
Revenues			
Property Tax Levy	\$49,521,862	\$51,283,621	\$53,088,030
2 1/2 Levy Increase	\$1,238,047	\$1,282,091	\$1,327,201
New Growth	\$523,712	\$522,319	\$400,000
Debt Exclusions	\$2,592,050	\$2,382,869	\$1,894,656
Override for Municipal Buildings Stabilization Fund Override	\$1,131,407	\$1,159,692	\$1,188,685
Total Property Tax Levy	\$55,007,078	\$56,630,592	\$57,898,572
State Aid	\$8,552,764	\$8,830,186	\$9,066,320
Local Receipts	\$4,307,337	\$4,872,307	\$5,276,461
Other Available General Funds	\$1,976,129	\$2,687,624	\$3,529,189
Municipal Buildings Stabilization Fund Appropriation	\$1,405,500	\$1,850,755	\$1,588,634
Free Cash to Capital Stabilization Fund	\$850,000	\$700,000	\$850,000
Free Cash to OPEB Trust	\$525,000	\$551,250	\$578,813
Free Cash to General Stabilization Fund	\$500,000	\$0	\$175,000
Free Cash to Monetary Articles	\$362,139	\$2,026,567	\$1,570,000
Enterprise Fund Allocated Expenses	\$2,263,466	\$2,280,968	\$2,206,095
Total Revenue	\$75,749,413	\$80,430,249	\$82,739,083
Expenditures			
	Fiscal Year 2024 Approved	Fiscal Year 2025 Recommendation	Fiscal Year 2026 Recommendation
Insurance and School/Town Employee Benefits	\$10,116,370	\$10,384,831	\$11,043,394
Debt Payments	\$4,123,378	\$4,015,328	\$3,549,204
Town Departmental Budgets	\$13,343,534	\$13,988,743	\$14,484,182
Tri-County RVT High School Budget	\$107,355	\$127,924	\$145,780
Medfield Public Schools Budget	\$41,176,784	\$43,112,411	\$44,598,728
Transfer to General Stabilization	\$500,000	\$0	\$175,000
Subtotal	\$69,367,421	\$71,629,237	\$73,996,288
Expenditures Not Requiring Appropriation			
	Fiscal Year 2024 Approved	Fiscal Year 2025 Recommendation	Fiscal Year 2026 Recommendation
Snow Deficit/Land Damages/Tax Title	\$0	\$0	\$0
Cherry Sheet Offsets	\$30,132	\$34,866	\$34,646
Adjustments	\$0	\$0	\$0
Cherry Sheet Charges	\$898,871	\$708,938	\$585,125
Deficit to be raised on the Recap	\$0		
Overlay	\$214,265	\$204,477	\$200,000
Subtotal	\$1,143,268	\$948,281	\$819,771
Total Expenditures	\$70,510,689	\$72,577,518	\$74,816,059
Monetary Articles			
	Fiscal Year 2024 Approved	Fiscal Year 2025 Recommendation	Fiscal Year 2026 Recommendation
Transfer Free Cash to Capital Stabilization Fund	\$850,000	\$700,000	\$850,000
Capital Stabilization Fund Appropriation	\$908,000	\$1,653,000	\$1,886,835
Transfer to Municipal Buildings Stabilization Fund	\$1,131,407	\$1,159,692	\$1,188,685
Municipal Building Stabilization Fund Appropriation	\$1,405,500	\$1,850,755	\$1,588,634
Other Monetary Articles	\$699,496	\$2,276,039	\$2,408,868
Total	\$4,994,403	\$7,639,487	\$7,923,022
Total Appropriations	\$75,505,092	\$80,217,005	\$82,739,083
Total Revenue All Sources	\$75,749,413	\$80,430,249	\$82,739,083
General Fund Surplus/Deficit	\$244,320	\$213,244	\$0
Deficit Financed From Free Cash	\$0	\$0	\$0
Unexpended Tax Levy	\$244,320	\$213,244	\$0

TOWN OF MEDFIELD RESERVE FUND TRANSFERS MGL Ch40s6 - To provide for extraordinary & unforeseen expenditures <u>FISCAL YEAR 2024</u>			
01-997-2-573000	APPROPRIATED FY 2024		170,000.00
	DEPARTMENT		TRANSFERRED
01-134-2	Town Accountant	New auditors have higher fee	11,500.00
01-171-2	Conservation	Wages for consultant	28,700.50
01-151-2	Town Counsel	Non-union contract negotiations and court appeal	25,000.00
01-491-2	Cemetery	Irrigation leak at Vine Lake Cemetery	30,484.52
01-141-1	Assessors	To pay data collector for recertification data collection	2,567.50
01-152-2	IT	New Google contract	25,000.00
01-171-2	Conservation	Wages for consultant	15,000.00
01-599-1	Outreach	To cover vacation payout	4,385.00
01-123-2	Town Admin	Payent for attendance in Suffolk Municipal Leadership Program	2,800.00
01-161-2	Town Clerk	Cover extra costs of dog licenses	550.00
		TRANSFERRED FY2024	145,987.52

TOWN OF MEDFIELD
Section 77 of the Acts of 2006
amends M.G.L. Chapter 44 section 33B
FISCAL YEAR 2024

ORG TRF FROM:	TRANSFERRED TO:		TRANSFER AMT
014261-510100	014332-522020	Increases in solid waste and recycling disposal	35,000.00
014261-510100	014912-522030	Unexpected amoung of intumrments/burials	20,000.00
614201-510100	614202-522310	Unexpected failures in multiple processes of the WWTP	25,000.00
0121021-510100	0121042-521230	Traffic Markings contract for line painting increased	16,176.09
0122072-522055	0122071-510100	Potential need for unanticipated overtime expenses	27,418.00
015992-521700	015991-510100	Transition from Outreach Director to Human Services Director	1,180.00
011521-510150	015991-510100	Transition from Outreach Director to Human Services Director	5,000.00
012411-510100	012441-510100	New intermunicipal agreement for shared sealer	3,500.00
016301-510100	016302-520200	Unexpected replacements of Pfaff computers and two irrigation zones	4,500.00
011711-510100	011712-521916	Transferring funds from Salary to Operations to pay consultant	36,050.00
0121021-510100	0121022-520510	Return funds for Stanton grant	10,839.39
		TOTAL APPROPRIATION TRANSFERS	184,663.48

TOWN OF MEDFIELD OUTSTANDING PRINCIPAL BY CATEGORY

<u>Principal Outstanding</u>	<u>as of:</u>	<u>School</u>	<u>Sewer Non-Ent</u>	<u>Sewer Enterprise</u>	<u>Water Enterprise</u>	<u>Solid Waste</u>	<u>Town Buildings</u>	<u>Town Other</u>	<u>State Hospital Purchase</u>
\$11,810,000	06/30/95								
\$10,800,000	06/30/96								
\$19,725,000	06/30/97								
\$18,315,000	06/30/98								
\$19,430,000	06/30/99								
\$27,329,811	06/30/00								
\$34,852,935	06/30/01	\$10,545,000	\$13,204,257	\$0	\$1,585,000	\$660,000	\$3,475,000	\$5,383,678	
\$46,737,981	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	06/30/22	\$2,045,000		\$859,716	\$14,429,000		\$17,413,500	\$2,062,300	\$775,000
\$33,316,316	06/30/23	\$900,000		\$733,116	\$13,476,000		\$16,053,200	\$1,689,000	\$465,000
\$30,091,607	06/30/24			\$605,007	\$12,533,000		\$15,398,600	\$1,400,000	\$155,000
\$27,005,358	06/30/25			\$475,358	\$11,590,000		\$13,856,600	\$1,083,400	

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; or do or act anything in relation thereto.

Positive Motion

Move that Article 1 be passed as set out in the Warrant.

Warrant Committee Report

The Annual Town Report is available online at www.town.medfield.net, and printed copies will be available at the Town House in the Select Board Office.

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

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

Positive Motion

Move that Article 2 be passed as set out in the Warrant.

Warrant Committee Report

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. In reviewing the proposed increase to the Town Clerk's salary for FY26, full-time town clerk salary data across the Commonwealth was evaluated. It was identified that the Town Clerk's current salary of \$79,150 was significantly below the median salary within Norfolk County (median salary: \$107,448) and similarly below the median salary across the Commonwealth (median salary: \$91,711). A single salary adjustment of \$95,000 is recommended to bring the salary to the median level. Over the past 5 years, the Town Clerk's role has expanded to include overseeing complex elections with more responsibilities including early voting and vote-by-mail, as well as playing an important role within Town Hall as part of the Town Administrator's department head leadership team.

Select Board Recommends Approval 3-0
Warrant Committee Recommends Approval 9-0

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.

POLICE DEPARTMENT AS PER COLLECTIVE BARGAINING AGREEMENT

Sergeants

	Step 1	Step 2	Step 3	Step 4
07/01/2025	\$1,645.41	\$1,704.45	\$1,726.15	\$1,758.70
<i>Biweekly</i>	\$3,290.83	\$3,408.91	\$3,452.30	\$3,517.40

	Step 1	Step 2	Step 3	Step 4
07/01/2026	\$1,665.98	\$1,725.76	\$1,747.73	\$1,780.69
<i>Biweekly</i>	\$3,331.96	\$3,451.52	\$3,495.45	\$3,561.37

	Step 1	Step 2	Step 3	Step 4
07/01/2027	\$1,686.81	\$1,747.33	\$1,769.57	\$1,802.94
<i>Biweekly</i>	\$3,373.61	\$3,494.66	\$3,539.15	\$3,605.89

Police Officers

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
07/01/2025	\$1,270.36	\$1,307.27	\$1,347.71	\$1,389.37	\$1,432.35	\$1,454.05	\$1,486.61
<i>Biweekly</i>	\$2,540.73	\$2,614.54	\$2,695.42	\$2,778.75	\$2,864.71	\$2,908.10	\$2,973.23

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
07/01/2026	\$1,286.24	\$1,323.61	\$1,364.55	\$1,406.74	\$1,450.26	\$1,472.23	\$1,505.20
<i>Biweekly</i>	\$2,572.49	\$2,647.22	\$2,729.11	\$2,813.48	\$2,900.52	\$2,944.45	\$3,010.39

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
07/01/2027	\$1,302.32	\$1,340.16	\$1,381.61	\$1,424.32	\$1,468.39	\$1,490.63	\$1,524.01
<i>Biweekly</i>	\$2,604.64	\$2,680.31	\$2,763.22	\$2,848.65	\$2,936.77	\$2,981.26	\$3,048.02

Dispatchers

	Step 1	Step 2	Step 3	Step 4
07/01/2025	\$959.77	\$1,012.34	\$1,068.18	\$1,126.92
<i>Biweekly</i>	\$1,919.54	\$2,024.68	\$2,136.37	\$2,253.83

	Step 1	Step 2	Step 3	Step 4
07/01/2026	\$978.96	\$1,032.59	\$1,089.55	\$1,149.45
<i>Biweekly</i>	\$1,957.93	\$2,065.17	\$2,179.10	\$2,298.91

	Step 1	Step 2	Step 3	Step 4
07/01/2027	\$998.54	\$1,053.24	\$1,111.34	\$1,172.44
<i>Biweekly</i>	\$1,997.09	\$2,106.48	\$2,222.68	\$2,344.89

FIRE DEPARTMENT AS PER COLLECTIVE BARGAINING AGREEMENT

Captain/Medic

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
7/1/2025	\$42.43	\$43.19	\$43.97	\$44.76	\$45.57	\$46.39
7/1/2026	\$43.28	\$44.05	\$44.85	\$45.65	\$46.48	\$47.32
7/1/2027	\$43.93	\$44.71	\$45.52	\$46.34	\$47.18	\$48.03

Captain/EMT

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
7/1/2025	\$39.81	\$40.57	\$41.35	\$42.14	\$42.95	\$43.77
7/1/2026	\$40.60	\$41.38	\$42.17	\$42.98	\$43.81	\$44.65
7/1/2027	\$41.21	\$42.20	\$43.02	\$43.84	\$44.68	\$45.54

FF/Medic

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
7/1/2025	\$32.73	\$33.61	\$34.45	\$35.38	\$36.30	\$37.30	\$38.25	\$39.26
7/1/2026	\$33.38	\$34.28	\$35.14	\$36.08	\$37.03	\$38.05	\$39.02	\$40.05
7/1/2027	\$33.88	\$34.79	\$35.67	\$36.63	\$37.59	\$38.62	\$39.60	\$40.65

FF/EMT

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
7/1/2025	\$29.84	\$30.70	\$31.54	\$32.46	\$33.37	\$34.36	\$35.30	\$36.30
7/1/2026	\$30.43	\$31.32	\$32.17	\$33.11	\$34.04	\$35.05	\$36.01	\$37.03
7/1/2027	\$30.89	\$31.79	\$32.65	\$33.60	\$34.55	\$35.58	\$36.55	\$37.58

PUBLIC SAFETY POSITIONS**Call Firefighter/EMT**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
7/1/2025	\$27.45	\$28.29	\$29.11	\$30.00	\$30.90	\$31.83	\$32.76	\$33.76

Animal Control Officer/Inspector

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
7/1/2025	\$25.66	\$26.41	\$27.12	\$27.93	\$28.71	\$29.53	\$30.37	\$31.22	\$32.10

EXEMPT POSITIONS

	Minimum	Midpoint	Maximum
GROUP 1	\$127,315	\$147,653	\$167,990
Director of Public Works			
GROUP 2	\$111,774	\$129,639	\$147,504
Assistant Town Administrator			
GROUP 3	\$96,252	\$111,634	\$127,017
Town Accountant			
Principal Assessor			
Building Commissioner			
Director of Library Services			
Director of Human Services and Outreach			
Director of Parks and Recreation			
Director of Land Use and Planning			
Treasurer/Collector			
GROUP 4	\$77,629	\$90,031	\$102,433
Director of Council on Aging			
Public Health Nurse			
GROUP 5	\$71,428	\$82,833	\$94,238
Facilities Project Manager Town			
IT/Network Specialist			
Outreach Clinician			
Conservation Agent & Environmental Planner			
Assistant to the TA/ Public Information Coordinator			
GROUP 6	\$65,208	\$75,626	\$86,044
Assistant Town Accountant			
Adult Services and Programming Librarian			
Head of Children's Services			
Access Services Supervisor			
Teen and Reference Librarian			

NON-EXEMPT POSITIONS

	STEP															
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
G R A D E	A	65.29	66.60	67.93	69.29	70.68	72.09	73.53	75.00	76.50	78.03	79.59	81.18	82.80	84.46	86.15
	B	57.32	58.47	59.64	60.83	62.05	63.29	64.56	65.85	67.17	68.51	69.88	71.28	72.71	74.16	75.64
	C	49.36	50.35	51.36	52.39	53.44	54.51	55.60	56.71	57.84	59.00	60.18	61.38	62.61	63.86	65.14
	D	39.81	40.61	41.42	42.25	43.10	43.96	44.84	45.74	46.65	47.58	48.53	49.50	50.49	51.50	52.53
	E	36.63	37.36	38.11	38.87	39.65	40.44	41.25	42.07	42.91	43.77	44.65	45.54	46.45	47.38	48.33
	F	33.44	34.11	34.79	35.49	36.20	36.92	37.66	38.41	39.18	39.96	40.76	41.58	42.41	43.26	44.13
	G	30.25	30.86	31.48	32.11	32.75	33.40	34.07	34.75	35.45	36.16	36.88	37.62	38.37	39.14	39.92
	H	27.08	27.62	28.17	28.73	29.30	29.89	30.49	31.10	31.72	32.35	33.00	33.66	34.33	35.02	35.72
	I	23.87	24.35	24.84	25.34	25.85	26.37	26.90	27.44	27.99	28.55	29.12	29.70	30.29	30.90	31.52
	J	20.70	21.11	21.53	21.96	22.40	22.85	23.31	23.78	24.26	24.75	25.24	25.74	26.25	26.78	27.32

Grade D

Highway Operations Manager
Water/ Sewer Operations Manager

Grade E

Wastewater Superintendent
Highway Superintendent
WWTP Lead Operator

Grade F

Assistant Assessor/Field Appraiser
Fleet Supervisor
Highway Supervisor
Transfer Station Supervisor
WWTP Assistant Lead Operator
Facilities Coordinator
Recreational Grounds & Field Coordinator
Program Coordinator / Summer Camp Director Parks and Recreation
Assistant Town Clerk

Grade G

Building Department Office Manager
COA Outreach and Activities Coordinator
DPW Office Manager
Cemetery Caretaker
Highway Heavy Equipment Operator
Transfer Station Heavy Equipment Operator
Fleet Mechanic
Water Operator
Wastewater Operator
Technical Services/Department Assistant
Confidential Assistant to the Chief of Police
Assistant Treasurer/Collector

Grade H

Administrative Assistant, Assessing
COA Program and Volunteer Coordinator
Administrative Assistant, DPW
Highway Equipment Operator
Wastewater Technician
Administrative Assistant, Health Department
Payroll Coordinator

Grade I

COA Transportation/Facilities Coordinator
Highway/Grounds Laborer
Technology and Reference Librarian Assistant
Civilian Dispatcher (Non-Union)
Office Assistant, Land Use

Grade J

Accounting Assistant
Library Assistant - Access Services
Library Assistant - Children's Services

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

Veterans Agent	\$29,491	Annual
Sealer of Weights and Measures	\$8,000	Annual
Registrar	\$222	Annual
Library Page	\$15-\$18	Hourly
Special Police Officer (Private Special Detail)	\$36.85	Hourly
Assistant Animal Control Inspector		
If Activated	\$29.12	Hourly
On Call Rate	\$2.45	Hourly
Tree Climber	\$25.86	Hourly
Snowplow Driver	\$31.62	Hourly
Transfer Station Attendant	\$20.70 to \$24.75	Hourly
COA Saturday Staff/Substitutes	\$20.70 to \$24.75	Hourly
Respite Care Program Staff	\$23.46 to \$28.56	Hourly
Traffic Supervisors	\$20.70 to \$24.75	Hourly
Data Collector	\$15 to \$18	Hourly

Fire

Deputy Chief	\$4,531	Annual
Lieutenant	\$2,176	Annual

Inspections Department

Inspectors of Buildings	\$37.01	Per Inspection
-------------------------	---------	----------------

Parks and Recreation

Hourly Salary Range

Swim Pond Director	\$15.00	to	\$27.54
Swim Team Coach	\$15.00	to	\$24.48
Head Lifeguard	\$15.00	to	\$25.50
Lifeguard	\$15.00	to	\$23.46
Water Safety Instructor	\$15.00	to	\$23.46
Summer Camp Site Supervisor	\$15.00	to	\$27.54
Summer Camp Specialist	\$15.00	to	\$26.52
Summer Camp Counselor	\$15.00	to	\$20.40
Summer Camp Jr. Counselor	\$15.00	to	\$17.34

Positive Motion

Move that the Personnel Administration Plan be amended, as printed in the Warrant Report.

Warrant Committee Report

The salaries for non-union Town employees are set by the wage schedules included in the Warrant Report. As required in the Personnel Plan, the Town undertook a Compensation and Classification Study. This study, completed by the Collins Center, provided a comprehensive and objective review of over sixty-five positions in Town and included a review of salary market data, classification of positions, and updated job descriptions. This study addresses the Town's concerns about recruitment and retention while also ensuring the Town's compliance with the Massachusetts Pay Equity Act. The study, completed over the last two years, also included restructuring the following departments: the Department of Public Works, the Health Department, and the Medfield Public Library.

This article also incorporates the new collective bargaining agreements for both the Fire and Police Unions. The current collective bargaining agreements expire on June 30, 2025. The Fire Union has agreed to a new contract that includes a parity adjustment of 2% for Captains and a 1% parity adjustment for Firefighter/Medic positions. This parity adjustment will align the Fire Department salaries with our comparable communities. The cost-of-living increase for all members was 2% for FY2026 and FY2027 and 1.5% increase for FY2028.

The Police Union has agreed to a new contract that includes a 1.25% cost-of-living increase for Police Officers and Sergeants from FY2026 through FY2028 and a 2% cost-of-living increase for Dispatchers over the same period. The step system for the Police Officers and Sergeants was restructured to bring it in line with our comparable communities.

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

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:

Section		Amount
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.

Positive Motion

Move that Article 4 be passed as set out in the Warrant.

Warrant Committee Report

The 2017 Annual Town Meeting established departmental revolving funds as part of the Code of the Town of Medfield. Each year, the Annual Town Meeting must authorize the amount of the expenditure limit that can be made from each of these MGL 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 and can only be expended as set out in the bylaws. For FY2026 the expenditure limits for the Ambulance Revolving Fund, the Advanced Life Support Revolving Fund, and the Council on Aging Revolving Fund have been increased to properly reflect expenditures.

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

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
Eileen Bianchi	\$3,000

Kenneth & Anne O'Leary	\$3,000
William & Diane Palacio	\$3,000
Lorraine A. Gomba	\$3,000
Bryan J. Cotter	\$600
Jeremiah M. & Barbara C. Potts	\$600
Bart Garrison	\$750
Stephen, Nancy & Sarah Fosdick	\$3,000
Paul F. Jordan	\$3,000
Mark & Michele Kaizerman	\$6,000
Elizabeth A. May	\$3,000
David & Elizabeth Jacobson	\$3,000
Gary & Debra Romano	\$3,000
Albert J. & Anne B. Graham Kearney	\$3,000
Janet Crowley	\$600
William & Theresa Norberg	\$600
Robert Kennefic	\$600
William J. & Maura Fitzgerald	\$1,500
Janet G. Viola	\$600
Julia D. Gecha & Robert Pocaro	\$600
Victoria Flaherty	\$750
Philip Brandolo	\$600
Rachel & Katrina Simon	\$3,000
Olufunmilayo Ayobami	\$750
Total	\$50,550

or do or act anything in relation thereto.

Positive Motion

Move that Article 5 be passed as set out in the Warrant.

Warrant Committee Report

When a plot in the Vine Lake Cemetery is purchased, fifty percent of the purchase price is transferred to the Cemetery Perpetual Care Trust Fund. The other fifty percent of the purchase price is transferred to the “Sale of Lots Fund,” which can be used for capital improvements and/or expansion of the Cemetery. The Cemetery Perpetual Care Trust Fund balance as of December 31, 2024, was \$1,543,550.69.

Select Board Recommends Approval 3-0
Warrant Committee Recommends Approval 9-0

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.

Positive Motion

Move that Article 6 be passed as set out in the Warrant.

Warrant Committee Report

The 2019 Annual Town Meeting 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 our local cable operators: Verizon and Comcast. This article transfers those funds collected to date to Medfield TV. In turn, Medfield TV must use these funds to provide PEG access services, programming, and capital improvements.

Select Board Recommends Approval 3-0
Warrant Committee Recommends Approval 9-0

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.

Positive Motion

Move that the Town vote to rescind the provisions of MGL Chapter 44, Section 53D previously accepted by the 1978 Annual Town Meeting.

Warrant Committee Report

The 2024 Annual Town Meeting approved the creation of a new departmental revolving fund (53E ½) for the Parks and Recreation Department. Over the last year, the Parks and Recreation Department has fully transitioned to this newly created departmental revolving fund, and the authorization for the former Revolving Fund established under MGL Chapter 44, Section 53G and accepted by Town Meeting in April 1978 is no longer necessary.

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

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 the sum of \$100,000 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.

Positive Motion

Move that the Town vote to transfer the sum of \$100,000 from the Sewer Enterprise retained earnings to be used for the FY2025 operating expenses of the Sewer Enterprise Fund.

Warrant Committee Report

The wastewater treatment plant experienced several system breakdowns during this fiscal year, which resulted in unanticipated repairs to the effluent screen, clarifier, and a significant pump system. The breakdowns also increased the need for chemical treatment and additional sludge disposal. The cost of these repairs, chemical treatment, and additional sludge removal was not budgeted for in FY2025. This article transfers money available from the Sewer Enterprise retained earnings account to increase the appropriation for the FY2025 budget to cover these unanticipated costs.

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

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.

Unexpended Prior Year Articles	Account	Amount
Article 18, 2023 ATM	012209-590056	\$30,000.00
Article 18, 2023 ATM	011929-590036	\$45,000.00
Article 18, 2024 ATM	014229-590095	\$30,000.00
Article 18, 2024 ATM	012109-590077	\$23,071.49
Article 18, 2024 ATM	014919-590013	\$17,000.00
Article 18, 2024 ATM	012209-590059	\$83,359.80
Article 18, 2024 ATM	011559-590005	\$80,000.00
Article 18, 2024 ATM	011929-590045	\$65,000.00
Article 18, 2023 ATM	014229-590090	\$30,000.00
Article 18, 2023 ATM	012109-590078	\$72,000.00
Article 11, 2021 ATM	012209-590050	\$4,718.07
Article 11, 2022 ATM	012209-590053	\$2,777.65
Total		\$482,927

Positive Motion

Move that the Town vote to transfer the sum of \$850,000 from certified Free Cash and the sum of \$482,927 from unexpended prior year articles, as set out in the Warrant Report to the Capital Stabilization Fund.

Warrant Committee Report

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 non-building capital projects and the debt service related to non-building 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 Capital Stabilization Fund

does not have a dedicated revenue or funding source and to date has relied upon excess free cash and American Rescue Plan Act (ARPA) funds. The \$850,000 will be transferred from available Certified Free Cash. The sum of \$482,927 will be transferred from unexpended appropriations from completed projects and projects that were completed with ARPA funding.

Select Board Recommends Approval 3-0
Warrant Committee Recommends Approval 9-0

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.

Department	Project	Funding Source	Request
Police	Line cruiser replacement	Capital Stabilization Fund	\$66,000
Fire	Lease-Purchase payment for Fire Engine (leased in FY21)	Tax Levy / Local Receipts	\$48,095
Fire	Structural Fire Gear	Capital Stabilization Fund	\$30,000
Fire	Ambulance 1 Replacement	ALS Revolving Fund / Ambulance Revolving Fund	\$414,000
Information Technology	School Information Technology	Capital Stabilization Fund	\$300,000
Information Technology	Town phone system/IT upgrades	Capital Stabilization Fund	\$50,000
Parks and Recreation	Metacomet Tennis Courts Resurfacing	Parks and Recreation Revolving Fund/ Free Cash/Assessors Overlay Surplus/Prior Years' Parks and Recreation Capital Articles	\$369,835
Facilities	Vehicle Replacement	Capital Stabilization Fund	\$55,000

Public Works	Backhoe Loader	Capital Stabilization Fund	\$175,000
Public Works	6-Wheel Dump Truck	Capital Stabilization Fund	\$127,000
DPW Pavement Management	Pavement Management and Improvement	Capital Stabilization Fund	\$185,000
Water Enterprise	Ford F-550	Water Retained Earnings	\$127,000
Water Enterprise	FlexNet Software	Water Retained Earnings	\$50,000
Water Enterprise	Risk Assessment	Water Retained Earnings	\$35,000
Sewer Enterprise	UV System Installation	Sewer Retained Earnings	\$125,000
Sewer Enterprise	DAF Demolition	Sewer Retained Earnings	\$35,000

TOTAL \$2,191,930

Funding Source Totals	FY2026 Request
Capital Stabilization Fund	\$988,000
Tax Levy / Local Receipts	\$48,095
ALS Revolving Fund / Ambulance Revolving Fund	\$414,000
Free Cash	\$190,000
Parks and Recreation Revolving Fund	\$80,000
Unexpended Prior Year Articles	
P&R Article 18, 2024 ATM - 016309-590046	\$49,835
Assessor's Overlay Surplus	\$50,000
Water Enterprise Fund	\$212,000
Sewer Enterprise Fund	\$160,000
TOTAL	\$2,191,930

Positive Motion

Move that \$2,191,930 be appropriated to pay costs of funding the capital projects in the recommended amounts as set out in the Warrant Report, including all costs incidental and related thereto (the “Approved Capital Projects”); that to meet this appropriation the Town shall fund each of said Approved Capital Projects from the recommended source of funding identified in the Warrant Report and that the Select Board is authorized to enter into any contracts and to take all actions necessary to carry out said Approved Capital Projects.

Warrant Committee Report

The Capital Budget Committee includes a representative from the Warrant Committee and begins meeting in the late summer and early fall to begin the review of capital projects for the upcoming fiscal year. The projects reviewed must be included in the five-year Capital Improvement Plan (CIP) as laid out in the Town's financial policies. The Capital Stabilization Fund was created by the 2021 Annual Town Meeting and, to date, has been funded with transfers from Certified Free Cash and the transfers from the American Rescue Plan Act (ARPA) funds. There is no dedicated revenue source for this stabilization fund.

The recommended fiscal year 2026 requests are funded through a combination of the Capital Stabilization Fund, Ambulance and ALS Revolving Funds, Free Cash, Parks and Recreation Revolving Fund, Unexpended prior year articles, Assessor's Overlay Surplus and Water and Sewer Enterprise Funds.

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

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.

Unexpended Prior Year Articles	Account	Amount
Article 8, 2021 ATM	013009-590122	\$2,495.11
Article 8, 2021 ATM	013009-590133	\$9,826.00
Article 8, 2021 ATM	013009-590134	\$1,280.00
Article 16, 2023 ATM	013009-590183	\$39,278.80
Article 16, 2024 ATM	013009-590211	\$100,000.00
Article 9, 2022 ATM	013009-590163	\$10,000.00
Article 8, 2021 ATM	013009-590150	\$41,868.58
Article 8, 2021 ATM	013009-590151	\$750.00

Article 16, 2024 ATM	013009-590225	\$664.50
Article 8, 2021 ATM	012109-590064	\$20,000.00
Article 8, 2021 ATM	015419-590021	\$7,872.00
Total		\$234,035

Positive Motion

Move that the Town vote to transfer a sum of \$234,035 in unexpended appropriation funds as set out in the Warrant Report, and the remaining balance, at June 30, 2025, of the FY2025 Emergency Repair Fund to the Municipal Buildings Capital Stabilization Fund.

Warrant Committee Report

The sum of money to be transferred back to the Municipal Building Stabilization Fund (MBSF) represents unexpended appropriations from former municipal building projects that have been completed and/or are 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 the end of the prior fiscal year must be transferred back to the MBSF.

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

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.

Facility	Project	Recommended Funding
Medfield High School	Electrical Upgrades	\$15,000
	Building Envelope	\$25,000
	Medfield Outreach Work	\$100,000

	Flooring	\$40,000
	HVAC Improvements/Repairs	\$135,000
	Site Work	\$10,000
Blake Middle School	Site Work	\$10,000
	Building Envelope	\$20,000
	Flooring	\$60,000
	Interior Improvements	\$20,000
	HVAC Improvements/Repairs	\$50,000
Dale Street School	Interior Improvements	\$25,000
	Flooring / VCT Abatement	\$35,000
Wheelock School	Flooring / VCT Abatement	\$40,000
	Building Envelope	\$10,000
Memorial School	HVAC Improvements/Repairs	\$10,000
	Flooring	\$20,000
	Building Envelope	\$50,000
District Wide	Paving/Parking Lot Renovations	\$235,000
Town Hall	Site Work	\$60,000
	Interior Improvements	\$25,000
	HVAC Improvements/Repairs	\$30,000
Public Safety Building	HVAC Improvements/Repairs	\$30,000
	Electrical Upgrades	\$15,000
Council on Aging	Building Envelope	\$10,000
	Walkway	\$15,000

	Flooring	\$25,000
Library	HVAC Improvements/Repairs	\$25,000
	Site Work	\$60,000
	Electrical Upgrades	\$15,000
Public Works	Salt Shed Painting	\$35,000
	Lean-to Design	\$6,000
	HVAC Improvements/Repairs	\$30,000
All Town Facilities	ADA Improvements	\$10,000
Town and School	Tri-County Assessment	\$62,634
	Emergency Repair Fund	\$175,000
	TOTAL	\$1,538,634

Funding Source	FY2026 Request
Municipal Buildings Capital Stabilization Fund	\$1,523,634
Respite Care Revolving Fund	\$15,000
TOTAL	\$1,538,634

Positive Motion

Move that the Town appropriate \$1,538,634 and transfer \$1,523,634 from the Municipal Buildings Capital Stabilization Fund, and \$15,000 from the Respite Care Revolving Fund for the projects and purposes set out in the Warrant Report.

Warrant Committee Report

At 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.

The Permanent Planning and Building Committee is responsible for creating and maintaining a twenty-year capital plan. An update to the 2017 plan is in the final stages of completion and will be used to update a five-year MBSF priority project list that will be the basis of the project requests in FY2027.

The Warrant Committee believes that the annual forecasted funding available from the 2018 override is not sufficient to fund many of the large capital projects for our buildings identified in the updated plan. In the future, successful completion of these priority one critical needs such as roof replacements and others will require exempt debt borrowings and approval by both Town Meeting and a debt exclusion override at an election.

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

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 13 OPERATING BUDGETS

ORGANIZATION CODE	DEPARTMENT	Appropriated 2024/2025	DEPT REQUEST 2025/2026	FY26 WARR COMM RECOMMENDS
01-912-2	WORKERS COMPENSATION INSURANCE	\$ 293,518	\$ 279,997	\$ 279,997
01-914-2	HEALTH & LIFE INSURANCE	\$ 4,965,252	\$ 5,686,335	\$ 5,686,335
01-945-2	LIABILITY INSURANCE	\$ 382,085	\$ 356,573	\$ 356,573
	TOTAL	\$ 5,640,855	\$ 6,322,905	\$ 6,322,905
01-913-2	UNEMPLOYMENT COMPENSATION	\$ 50,000	\$ 25,000	\$ 25,000
01-916-2	MEDICARE INSURANCE	\$ 708,000	\$ 700,000	\$ 700,000
01-911-2	COUNTY RETIREMENT CONTRIBUTION	\$ 3,434,727	\$ 3,416,676	\$ 3,416,676
01-915-2	OPEB CONTRIBUTION	\$ 551,250	\$ 578,813	\$ 578,813
*****	TOTAL TOWN & SCHOOL EMPLOYEE BENEFITS	\$10,384,832	\$ 11,043,394	\$ 11,043,394
01-122-1	SELECTMEN-SALARIES	\$ 2,700	\$ 2,700	\$ 2,700
01-122-2	SELECTMEN-OPERATIONS	\$ 13,159	\$ 13,159	\$ 13,159
	TOTAL	\$ 15,859	\$ 15,859	\$ 15,859
01-123-1	TOWN ADMINISTRATOR-SALARIES	\$ 453,450	\$ 482,041	\$ 482,041
01-123-2	TOWN ADMINISTRATOR-OPERATIONS	\$ 24,340	\$ 24,340	\$ 24,340
	TOTAL	\$ 477,790	\$ 506,381	\$ 506,381
01-134-1	TOWN ACCOUNTANT-SALARIES	\$ 211,465	\$ 218,388	\$ 218,388
01-134-2	TOWN ACCOUNTANT-OPERATIONS	\$ 67,220	\$ 67,220	\$ 67,220
	TOTAL	\$ 278,685	\$ 285,608	\$ 285,608
01-141-1	ASSESSORS-SALARIES	\$ 240,371	\$ 249,700	\$ 249,700
01-141-2	ASSESSORS-OPERATIONS	\$ 25,650	\$ 27,850	\$ 27,850
	TOTAL	\$ 266,021	\$ 277,550	\$ 277,550
01-145-1	TREASURER/COLLECTOR-SALARIES	\$ 238,782	\$ 248,706	\$ 248,706
01-145-2	TREASURER/COLLECTOR-OPERATIONS	\$ 93,245	\$ 88,815	\$ 88,815
	TOTAL	\$ 332,027	\$ 337,521	\$ 337,521
01-151-2	TOWN COUNSEL-OPERATIONS	\$ 114,944	\$ 114,944	\$ 114,944
01-152-1	HUMAN RESOURCE-SALARIES	\$ 99,297	\$ 100,678	\$ 100,678
01-152-2	HUMAN RESOURCE-OPERATIONS	\$ 5,060	\$ 1,700	\$ 1,700
	TOTAL	\$ 104,357	\$ 102,378	\$ 102,378
01-155-1	INFORMATION TECHNOLOGY-SALARIES	\$ 89,227	\$ 91,925	\$ 91,925
01-155-2	INFORMATION TECHNOLOGY-OPERATIONS	\$ 154,200	\$ 222,028	\$ 222,028
	TOTAL	\$ 243,427	\$ 313,953	\$ 313,953
01-161-1	TOWN CLERK & ELECTION REGISTR-SALARIES	\$ 133,246	\$ 151,771	\$ 151,771
01-161-2	TOWN CLERK & ELECTION REGISTR-OPERATIONS	\$ 36,300	\$ 36,800	\$ 36,800
	TOTAL	\$ 169,546	\$ 188,571	\$ 188,571
01-171-1	CONSERVATION COMM.-SALARIES	\$ 54,808	\$ 77,420	\$ 77,420
01-171-2	CONSERVATION COMM.-OPERATIONS	\$ 8,525	\$ 13,745	\$ 13,745
	TOTAL	\$ 63,333	\$ 91,165	\$ 91,165
01-175-1	PLANNING + ZONING - SALARIES	\$ 129,801	\$ 135,236	\$ 135,236
01-175-2	PLANNING + ZONING & APPEALS-OPERATIONS	\$ 16,885	\$ 16,905	\$ 16,905
	TOTAL	\$ 146,686	\$ 152,141	\$ 152,141
01-192-1	TN PUBLIC BUILDINGS & PROPERTY MAINT-SALARIES	\$ 215,803	\$ 219,604	\$ 219,604
01-192-2	TN PUBLIC BUILDINGS & PROPERTY MAINT-OPERATIONS	\$ 524,577	\$ 568,077	\$ 568,077
	TOTAL	\$ 740,380	\$ 787,681	\$ 787,681
01-195-1	TOWN REPORT/MEETING-SALARIES	\$ 1,000	\$ 1,000	\$ 1,000
01-195-2	TOWN REPORT/MEETING-OPERATIONS	\$ 17,250	\$ 20,750	\$ 20,750
	TOTAL	\$ 18,250	\$ 21,750	\$ 21,750
01-210-2-1	POLICE OPERATIONS-SALARIES	\$ 2,853,318	\$ 2,923,384	\$ 2,923,384
01-210-2-2	POLICE OPERATIONS-OPERATIONS	\$ 323,710	\$ 295,809	\$ 295,809
	TOTAL	\$ 3,177,028	\$ 3,219,193	\$ 3,219,193

ARTICLE 13 OPERATING BUDGETS

ORGANIZATION CODE	DEPARTMENT	Appropriated 2024/2025	DEPT REQUEST 2025/2026	FY26 WARR COMM RECOMMENDS
		\$ 52,007	\$ 62,524	\$ 62,524
01-210-4-2	TRAFFIC MARKINGS/SIGN-OPERATIONS			
01-220-7-1	FIRE & RESCUE OPERATIONS-SALARIES	\$ 1,584,685	\$ 1,556,322	\$ 1,556,322
01-220-7-2	FIRE & RESCUE OPERATIONS-OPERATIONS	\$ 127,539	\$ 136,021	\$ 136,021
	TOTAL	\$ 1,712,224	\$ 1,692,343	\$ 1,692,343
01-241-1	INSPECTIONS-SALARIES	\$ 280,237	\$ 272,918	\$ 272,918
01-241-2	INSPECTIONS-OPERATIONS	\$ 17,258	\$ 17,258	\$ 17,258
	TOTAL	\$ 297,495	\$ 290,176	\$ 290,176
01-244-1	SEALER-SALARIES	\$ 8,000	\$ -	\$ -
01-244-2	SEALER-OPERATIONS	\$ -	\$ 8,000	\$ 8,000
	TOTAL	\$ 8,000	\$ 8,000	\$ 8,000
01-291-1	EMERGENCY MGMT-SALARIES	\$ 4,000	\$ 4,000	\$ 4,000
01-291-2	EMERGENCY MGMT-OPERATIONS	\$ 7,500	\$ 7,500	\$ 7,500
	TOTAL	\$ 11,500	\$ 11,500	\$ 11,500
01-292-1	ANIMAL CONTROL-SALARIES	\$ 105,761	\$ 108,918	\$ 108,918
01-292-2	ANIMAL CONTROL-OPERATIONS	\$ 14,854	\$ 14,854	\$ 14,854
	TOTAL	\$ 120,615	\$ 123,772	\$ 123,772
01-294-1	TREE CARE-SALARIES	\$ 25,983	\$ 26,502	\$ 26,502
01-294-2	TREE CARE-OPERATIONS	\$ 49,100	\$ 49,100	\$ 49,100
	TOTAL	\$ 75,083	\$ 75,602	\$ 75,602
01-422-1	HIGHWAY-SALARIES	\$ 1,175,130	\$ 1,231,753	\$ 1,231,753
01-422-2	HIGHWAY-OPERATIONS	\$ 435,475	\$ 496,475	\$ 496,475
	TOTAL	\$ 1,610,605	\$ 1,728,228	\$ 1,728,228
01-423-1	SNOW & ICE-SALARIES	\$ 110,465	\$ 110,466	\$ 110,466
01-423-2	SNOW & ICE-OPERATIONS	\$ 182,973	\$ 182,973	\$ 182,973
	TOTAL	\$ 293,438	\$ 293,439	\$ 293,439
01-424-2	STREET LIGHTING-OPERATIONS	\$ 12,500	\$ 12,500	\$ 12,500
01-426-1	EQUIP REPAIR/MAINT-SALARIES	\$ 155,955	\$ 167,239	\$ 167,239
01-426-2	EQUIP REPAIR/MAINT-OPERATIONS	\$ 323,513	\$ 323,513	\$ 323,513
	TOTAL	\$ 479,468	\$ 490,752	\$ 490,752
01-429-2	SIDEWALKS-OPERATIONS	\$ 35,000	\$ 35,000	\$ 35,000
01-433-1	SOLID WASTE DISPOSAL-SALARIES	\$ 256,108	\$ 266,655	\$ 266,655
01-433-2	SOLID WASTE DISPOSAL-OPERATIONS	\$ 396,232	\$ 400,232	\$ 400,232
	TOTAL	\$ 652,340	\$ 666,887	\$ 666,887
01-491-1	CEMETERY-SALARIES	\$ 178,658	\$ 188,277	\$ 188,277
01-491-2	CEMETERY-OPERATIONS	\$ 41,640	\$ 41,640	\$ 41,640
	TOTAL - SEE PERP CARE CREDIT BELOW	\$ 220,298	\$ 229,917	\$ 229,917
01-512-1	HEALTH-SALARIES	\$ 135,996	\$ 207,923	\$ 207,923
01-512-2	HEALTH-OPERATIONS	\$ 75,338	\$ 18,938	\$ 18,938
	TOTAL	\$ 211,334	\$ 226,861	\$ 226,861
01-541-1	COUNCIL ON AGING-PERSONNEL	\$ 233,383	\$ 240,541	\$ 240,541
01-541-2	COUNCIL ON AGING-OPERATIONS	\$ 34,800	\$ 28,400	\$ 28,400
	TOTAL	\$ 268,183	\$ 268,941	\$ 268,941
01-543-1	VETERANS'-SALARIES	\$ -	\$ -	\$ -
01-543-2	VETERANS'-OPERATIONS	\$ 49,831	\$ 47,665	\$ 47,665
	TOTAL	\$ 49,831	\$ 47,665	\$ 47,665
01-599-1	OUTREACH-SALARIES	\$ 264,030	\$ 270,140	\$ 270,140
01-599-2	OUTREACH-OPERATIONS	\$ 16,550	\$ 16,800	\$ 16,800
	TOTAL	\$ 280,580	\$ 286,940	\$ 286,940
01-610-1	LIBRARY-SALARIES	\$ 642,654	\$ 674,332	\$ 674,332
01-610-2	LIBRARY-OPERATIONS	\$ 238,553	\$ 238,231	\$ 238,231
	TOTAL	\$ 881,207	\$ 912,563	\$ 912,563
01-630-1	PARK & RECREATION-SALARIES	\$ 329,383	\$ 363,957	\$ 363,957

ARTICLE 13 OPERATING BUDGETS

ORGANIZATION CODE	DEPARTMENT	Appropriated	DEPT REQUEST	FY26 WARR COMM
		2024/2025	2025/2026	RECOMMENDS
01-630-2	PARK & RECREATION-OPERATIONS	\$ 58,720	\$ 61,120	\$ 61,120
	TOTAL	\$ 388,103	\$ 425,077	\$ 425,077
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	\$ 7,300	\$ 7,500	\$ 7,500
01-997-2	RESERVE FUND	\$ 170,000	\$ 170,000	\$ 170,000
*****	TOTAL TOWN DEPARTMENTS	\$13,988,744	\$ 14,484,182	\$ 14,484,182
01-996-2	STABILIZATION	\$ -	\$ 175,000	\$ 175,000
01-710-2	TOWN DEBT-PRINCIPAL	\$ 2,931,249	\$ 2,587,821	\$ 2,587,821
01-751-2	TOWN DEBT-INTEREST	\$ 1,035,984	\$ 913,288	\$ 913,288
*****	TOTAL DEBT PAYMENTS	\$ 3,967,233	\$ 3,501,109	\$ 3,501,109
01-301-2	REGIONAL VOC SCHOOL-OPERATIONS	\$ 127,924	\$ 145,780	\$ 145,780
01-300-1	SCHOOL-PERSONNEL	\$35,827,810	\$ 44,598,728	\$ 37,447,145
01-300-2	SCHOOL ADMINISTRATION-OPERATIONS	\$ 7,284,600	\$ 44,598,728	\$ 7,151,583
*****	TOTAL TOWN SCHOOLS	\$43,112,410	\$ 44,598,728	\$ 44,598,728
S U M M A R Y				
	TOTAL TOWN & SCHOOL EMPLOYEE BENEFITS	\$10,384,832	\$ 11,043,394	\$ 11,043,394
	TOTAL TOWN DEPARTMENTS	\$13,988,744	\$ 14,484,182	\$ 14,484,182
	TOTAL TOWN STABILIZATION	\$ -	\$ 175,000	\$ 175,000
	TOTAL DEBT PAYMENTS	\$ 3,967,233	\$ 3,501,109	\$ 3,501,109
	TOTAL REGIONAL VOC SCHOOL	\$ 127,924	\$ 145,780	\$ 145,780
	TOTAL SCHOOLS	\$43,112,410	\$ 44,598,728	\$ 44,598,728
	TOTAL OPERATING BUDGET	\$71,581,143	\$ 73,948,193	\$ 73,948,193
	LESS: CEMETERY- PERP CARE CREDIT	\$ 15,000	\$ 15,000	\$ 15,000
	LESS: FROM WAT ENT FD INDIR COSTS EFF FY24	\$ 1,768,510	\$ 1,718,983	\$ 1,718,983
	LESS: FROM SEW ENT FD INDIR COSTS EFF FY24	\$ 512,458	\$ 487,112	\$ 487,112
	LESS: FROM PENSION RESERVE FUND	\$ 337,920	\$ 305,209	\$ 305,209
	LESS: FROM BOND PREMIUM RED GATE FARM	\$ 1,433	\$ 1,277	\$ 1,277
	LESS: FROM BOND PREMIUM HS FIELD RENOVATION	\$ 3,000	\$ 3,000	\$ 3,000
	LESS: FROM BOND PREMIUM TOWN GARAGE SOLAR ARRAY	\$ 3,683	\$ -	\$ -
	LESS: BOND PREM IN EXCESS OF BORROWING COSTS 9/21	\$ -	\$ -	\$ -
	LESS: EXCLUDED DEBT RESERVED FROM 9/21 REFUNDING	\$ -	\$ -	\$ -
	LESS: FREE CASH FOR OPEB	\$ 551,250	\$ 578,813	\$ 578,813
	LESS: FREE CASH FOR STABILIZATION	\$ -	\$ 175,000	\$ 175,000
	LESS: USE OF SCHOOL PROPERTY REVOLVING-850	\$ 30,000	\$ 30,000	\$ 30,000
	LESS: USE OF ALS REVOLVING FUND	\$ 315,000	\$ 365,000	\$ 365,000
	LESS: USE OF ADULT RESPITE CARE REVOLVING FUND	\$ 10,000	\$ 15,000	\$ 15,000
	LESS: FROM TRANSPORTATION GRANT	\$ 1,116	\$ 1,000	\$ 1,000
	LESS: FROM OPIOID SPECIAL REVENUE ACCOUNT	\$ 68,000	\$ 68,000	\$ 68,000
	TOTAL OTHER REVENUE SOURCE	\$ 3,617,370	\$ 3,763,394	\$ 3,763,394
	NET OPERATING APPROPRIATION	\$67,963,773	\$ 70,184,799	\$ 70,184,799

Positive Motion

Move that the Town appropriate \$73,948,193 to the various Departmental Operating Budgets to defray the operating expenses of the Town for the fiscal year commencing July 1, 2025, as set out in Article 13 of the Warrant Report under the column FY26 Warrant Committee Recommends, and that to meet said appropriation sums be raised on the Fiscal Year 2026 tax levy, and or transferred from other available funds totaling \$3,763,394.

Warrant Committee Report

This article represents the appropriations for the operating budgets of the various Municipal and School Departments for FY2026, which runs from July 1, 2025, to June 30, 2026. The proposed balanced budget is in compliance with the Town's financial policies and within the tax levy limitations of Proposition 2 ½.

Additional information about the Town and School budget requests can be found on the Town's website: <https://www.town.medfield.net/2269/FY2026-Budget>

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

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.

Water Enterprise Fund Direct Costs

Expense	FY2026 Amount
Salaries	\$ 559,710
Operations	\$ 709,570
Emergency Reserve Fund	\$ 100,000
Capital Outlay	\$ 212,000
Total	\$ 1,581,280

Water Enterprise Fund Indirect Costs

Expense	FY2026 Amount
Debt Service	\$ 1,264,763
Sal/Benefits/Facilities+Other Indirect Costs	\$ 454,220
Total	\$ 1,718,983
Water Enterprise Fund Total	\$ 3,300,263

Sewer Enterprise Fund Direct Costs

Expense	FY2026 Amount
Salaries	\$ 376,002
Operations	\$ 1,353,030
Infiltration Inflow	\$ 40,000
Emergency Reserve Fund	\$ 100,000
Capital Outlay	\$ 160,000
Total	\$ 2,029,032

Sewer Enterprise Fund Indirect Costs

Expense	FY2026 Amount
Debt Service	\$ 107,189
Sal/Benefits/Facilities+Other Indirect Costs	\$ 379,923
Total	\$ 487,112
Sewer Enterprise Fund Total	\$ 2,516,144

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

Water Fees for Service (User Charges)	\$ 2,982,696
Water Available Funds	\$ 5,567
Water Free Cash	\$ 312,000
Water Total	\$ 3,300,263
Sewer Fees for Service (User Charges)	\$ 2,256,144
Sewer Free Cash	\$ 260,000
Sewer Total	\$ 2,516,144
Water & Sewer Enterprise Funds Total	\$ 5,816,407

Positive Motion

Move that the Town raise and appropriate, or transfer from available funds the sum of \$3,300,263 for the Water Enterprise Fund and \$ 2,516,144 for the Sewer Enterprise Fund as set out in the Warrant Report.

Warrant Committee Report

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

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

Article 15. Adjusted Tax Exemption Amount 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 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.

Positive Motion

Move that the Town accept Massachusetts General Laws Chapter 59, Section 5, Clause 17F to fix the annual increase at 100% of the CPI effective in Fiscal Year 2026.

Warrant Committee Report

Articles 15, 16, and 17 are related but require separate votes. These articles relate to property tax exemptions allowed under certain circumstances for senior citizens, surviving spouses, or surviving minor children. The proposed changes under Massachusetts General Law allow for increases in either the property tax exemption amount or certain income and whole estate qualification tests based on changes in the Consumer Price Index (CPI). If all three articles are

adopted by the Town Meeting, the cost increase will be approximately \$3,500 and will be covered by the Board of Assessors within the overlay account.

The Town currently offers a property tax exemption of up to \$350.00 to senior citizens who are at least 70 years of age, a surviving spouse or surviving minor child, who have owned their home in Medfield for at least five (5) years, and lived in Massachusetts for at least ten (10) years. While there is no income qualification requirement, the individual's whole estate (cash, bank balances, stocks, bonds, some personal property) cannot exceed \$40,000 (excluding the value of the home). This article will allow the \$350.00 to increase each year by the CPI as determined by the Commissioner of Revenue. The average of the CPI increases for the last three years has been 5.6%.

For example

The current maximum exemption amount is \$350 with the adoption of this article the exemption amount maximum is estimated to increase to \$370, based on the 3-year average CPI.

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

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.

Positive Motion

Move that the Town accept Massachusetts General Laws Chapter 59, Section 5, Clause 17E effective Fiscal Year 2026.

Warrant Committee Report

The Town currently offers a property tax exemption of up to \$350.00 to senior citizens who are at least 70 years of age, a surviving spouse or a surviving minor child who have owned their home in Medfield for at least five (5) years, and lived in Massachusetts for at least ten (10) years. While there is no income qualification requirement, the individual's whole estate (cash, bank balances, stocks, bonds, some personal property) cannot exceed \$40,000 (excluding the value of the home). This article will allow the \$40,000 (whole estate limit for single or married) to increase each year by the CPI as determined by the Commissioner of Revenue. The average of the CPI increases for the last three years has been 5.6%.

For example

The current whole estate maximum is \$40,000 with the adoption of this article the new maximum limit is estimated to increase to \$42,240, based on the 3-year average CPI.

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

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.

Positive Motion

Move that the Town accept Massachusetts General Laws Chapter 59, Section 5, Clause 41D effective Fiscal Year 2026.

Warrant Committee Report

The Town currently offers a property tax exemption of up to \$2,000 to senior citizens who are at least 65 years of age, who have owned their home in Medfield for at least five (5) years, and lived in Massachusetts for at least ten (10) years. The current income qualification requirement cannot exceed \$20,000 (single) and \$30,000 (married), the applicant's whole estate (cash, bank

balances, stocks, bonds, some personal property) cannot exceed \$40,000 (single) and \$50,000 (married) (excluding the value of the home). This article will allow these income and whole estate limits to increase each year by the CPI as determined by the Commissioner of Revenue. The average of the CPI increases for the last three years has been 5.6%.

For example:

The current income limits are \$20,000 (single) and \$30,000 (married). With the adoption of this article those limits are estimated to increase to \$21,120 and \$31,680 respectively based on the 3-year average CPI.

The current whole estate maximums are \$40,000 (single) and \$50,000 (married). With the adoption of this article the new maximum limits are estimated to increase to \$42,240 and \$52,800 respectively based on the 3-year average CPI.

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

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.

Positive Motion

Move that the Town Amend Code of the Town of Medfield Chapter 250 Taxation Article 1 Senior Tax Work-Off Program as set out in the Warrant.

Warrant Committee Reports

The Medfield Senior Tax Work Off Program was first adopted by the 1990 Annual Town Meeting and amended by Town Meeting in 2014 to increase the annual amount of tax reduction to \$1,000. The amendments proposed this year include increasing the annual maximum tax reduction to \$1,500, which is the maximum allowed by the Commonwealth. Each year the Select Board can determine the number of participants; this year's maximum number of participants was 65. In addition, it amends the bylaw to allow individuals who work part-time, less than fifteen hours per week, for either a school or town department, to participate in the program, e.g., substitute teachers.

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

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.

Positive Motion

Move that the Town accept Massachusetts General Laws Chapter 59, Section 5, Clause 22I effective Fiscal Year 2026.

Warrant Committee Report

The Town currently offers property tax exemptions to those Veterans who meet the qualifications under the Massachusetts General Laws Chapter 59, section 5, Clauses 22, 22A, 22B, 22C, 22E and 22F. This article will allow these exemption amounts to increase each year by the CPI as determined by the Commissioner of Revenue. The average of the CPI increases for the last three years has been 5.6%.

For example

The current maximum exemption amount is \$800 for a Clause 22 Veteran, with the adoption of this article the exemption maximum amount is estimated to increase to \$845, based on the 3-year average CPI.

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

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.

Positive Motion

Move that Article 20 be passed as set out in the Warrant.

Warrant Committee Report

The 2023 Annual Town Meeting approved \$80,000 from the Sale of Lots Fund to develop and lay out a master plan for the expansion of the Vine Lake Cemetery. The master plan has been completed and the next step is to carry out the expansion work. The construction costs are \$701,000 and include grading, drainage, and infrastructure improvements including new roadways. The cost of the retaining walls are outside the budget scope and will be addressed at a later date. The expansion will include 1,200 additional cemetery plots at Vine Lake Cemetery.

The cost of this project is funded from the Sale of Cemetery Lots Fund. When a Vine Lake Cemetery plot is purchased 50% of the sale goes to the Cemetery Perpetual Care Fund and the remaining 50% goes to the Sale of Lots Fund to support capital improvements or expansion of

the cemetery. The current balance of the Sale of Lots Fund is \$772,878, and approval of this project will reduce the balance of the fund to \$71,878.

Select Board Recommends Approval 3-0
Warrant Committee Recommends Approval 9-0

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.

Positive Motion

Move that Article 21 be passed as set out in the Warrant.

Warrant Committee Report

The Medfield Conservation Commission has care, custody, and control of the Danielson Pond Dam. In 2018, the Department of Conservation and Recreation (DCR) issued the Town a Certificate of Non-Compliance due to the Danielson Mill Pond not meeting dam safety standards. The 2019 Annual Town Meeting appropriated \$90,000 (\$30,000 from the Conservation Trust Fund) to undertake the required dam related work. In 2024, DCR requested a status update on bringing the dam into compliance. The Conservation Commission is seeking additional funding to continue the dam safety related work including tree removal, dam inspections and to employ consultants to review safety related work in accordance with 2019 DCR Consent Order. The unexpended balance in the funding from 2019 is \$26,887, this article seeks an additional appropriation of \$50,000 bringing the total amount of funding available for this work to \$76,887. The appropriation of \$50,000 will be funded from Certified Free Cash.

Select Board Recommends Approval 3-0
Warrant Committee Recommends Approval 9-0

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.

Positive Motion

Move that Article 22 be passed as set out in the Warrant.

Warrant Committee Report

The Conservation Trust Fund is authorized by Chapter 40, Section 8C of the Massachusetts General Laws. The fund can be used for the protection of watershed resources, preparing Open Space and Recreation Plans, acquiring and protecting open space, and capital improvements on conservation properties. In the past a \$5,000 annual appropriation to the Conservation Trust Fund was made through the capital budget. In 2019 the capital budget process was formalized and it is no longer the appropriate mechanism to which a transfer can be made to this fund.

In 2016, the Conservation Trust Fund assisted with the \$1.4 million purchase of Red Gate Farm with a \$40,000 contribution. In 2019, the Conservation Trust Fund provided \$30,000 to assist with the costs of the Danielson pond consent order, including engineering and inspection work. The fund has not received an appropriation from Town Meeting since 2018, and the current balance of the fund is \$16,580.

The Warrant Committee supports the appropriation of \$5,000 for property management, maintenance, and capital improvements for existing Conservation Commission properties. Future appropriations into the Conservation Trust Fund should be based on identified needs.

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

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.

Positive Motion

Move that Article 23 be passed as set out in the Warrant.

Warrant Committee Report

This article is not related to the Trinity Financial Project for the redevelopment of the Medfield State Hospital.

In 2013, the Town reached a settlement agreement with the Division of Capital and Asset Management and Maintenance (DCAMM), which outlined the Commonwealth's obligations for the former landfill, now remediated and capped, and called the Medfield State Hospital Overlook, and the laundry parcel. The Commonwealth retains the Overlook area in perpetuity and is responsible for long term monitoring and maintenance of the site. In 2024 the settlement agreement was modified and amended to identify and further define DCAMM's obligations for the former landfill area.

When the Town purchased the Medfield State Hospital in 2014, the laundry parcel could not be conveyed to the Town until remediation of the site was completed. The remediation of the laundry parcel is ongoing and we are now in the groundwater monitoring phase of the remediation.

The funds requested will continue to provide for environmental and legal consultants to assist the Town in reviewing DCAMM's progress on the laundry parcel so that we can ensure conveyance to the Town and assist in the review of the required reports including the quarterly groundwater sampling, semi-annual Overlook cover integrity, stormwater structure management, viewscape mowing and wetland invasive control. The Town last requested funds for this ongoing review in 2019.

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.

Positive Motion

Move that the Town transfer the sum of \$165,000 of which \$65,000 is from the Municipal Buildings Stabilization Fund and \$100,000 from overlay surplus that was released by the Board of Assessors for purposes set out in the Warrant.

Warrant Committee Report

In November 2024 the Pfaff Center was permanently closed due to structural integrity issues, leaving Parks and Recreation without dedicated space for the first time since 1967. The Parks and Recreation Commission immediately sought temporary space for administrative offices while utilizing other school and town spaces for recreational programming. While Parks and Recreation is currently leasing temporary space from the UCC Church on Main Street, the smaller space has resulted in a reduction of winter and spring programming. The town attempted to find suitable commercial space that would be big enough to accommodate current programming, however, there were no viable options.

Parks and Recreation provides an important summer camp option for Medfield families and the town was committed to finding a viable option for their summer programming that would result in little to no loss in their programming. With guidance from the Permanent Planning and Building Committee, the Parks and Recreation Commission has decided that leasing a modular building to be located at the Hinkley Swim Pond is the best option. The Hinkley Park modular option in combination with increased utilization of school spaces will allow summer camp programming to proceed with little to no reduction in capacity for Medfield families.

The \$165,000 appropriation to fund the modular lease is for one year. The Parks and Recreation Commission has stated they will use the next year to identify next steps and a timeline for securing a long term solution. Initial site work and planning costs for the modular are being funded from the Parks and Recreation's FY2025 operating budget. The one-year lease for the

modular will be funded with \$65,000 from the Municipal Buildings Stabilization Fund and \$100,000 from overlay surplus that was released by the Board of Assessors.

The Warrant Committee agrees with the Parks and Recreation Commission this is the best temporary solution for Parks and Recreation. This will allow the Parks and Recreation Commission to further explore the options for a long term solution.

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 8-1

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.

Positive Motion

Move that the Town of Medfield appropriate the amount of Four Hundred Thousand (\$400,000) Dollars from certified Free Cash, in addition to the prior appropriations of \$250,000 on 05/09/2022, \$250,000 on 05/01/2023, and \$650,000 on 05/06/2024, for a total appropriation of \$1,550,000.00, 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 , including the payment of all costs incidental or related thereto, said amount to be expended under the direction of Medfield School Building Committee. The Town of Medfield acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town of Medfield incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town of Medfield, Further, the Town of Medfield acknowledges that it will not receive reimbursement from the MSBA for costs incurred during the Feasibility Study and Schematic Design phase due to previously being reimbursed for Feasibility Study and Schematic Design costs for a project that was withdrawn from the MSBA pipeline in 2021. However, the Town of Medfield, having been re-invited into the MSBA pipeline in 2024, may be eligible for reimbursement costs incurred after the Feasibility Study and Schematic Design phase.

Warrant Committee Report

The Medfield School Building Committee (SBC) was reconstituted in early 2023 to study and evaluate options for the renovation and/or replacement of the current Dale Street School. To date, the Town has appropriated \$1,150,000 for the SBC to pay for the costs of a feasibility study, including but not limited to the various studies mentioned in the above article. While some of the prior feasibility study may be available to be reused, there will be changes to project costs, building design and changes to space requirements, etc., necessitating a new feasibility study.

The Town, through the School Committee and Select Board, reapplied to the Massachusetts School Building Authority (MSBA) program, and was notified in December 2024 that the Town has been invited back into the program. Full funding for a feasibility study is required to be in place to move forward in the MSBA program. The feasibility study is not eligible for reimbursement from the MSBA. This appropriation and prior appropriations from Certified Free Cash, will bring us to full funding for the estimated cost of a feasibility study at \$1,550,000.

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

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.

Positive Motion

Move that the Town vote to transfer the sum of \$900,000 from Certified Free Cash into the Elementary School Tax Mitigation Stabilization Fund.

Warrant Committee Report

The approval of a debt exclusion for a new elementary school has been a core part of the Town’s capital project strategy for over a decade. In fact, it has been the Town’s most significant capital project need for a long time. The Select Board, School Committee, and the School Building Committee (SBC) have stated their support for an Elementary School Building Project and for the need to find ways to reduce the financial burden on residents.

The 2024 Annual Town Meeting approved the creation of the Elementary School Tax Mitigation Fund, which was a critical step in building community support for a new school. In December, the Town of Medfield was invited back into the Massachusetts School Building Authority Program (MSBA).

This article will appropriate \$900,000 of Certified Free Cash into this dedicated tax mitigation fund with the goal of reaching a total of four to five million dollars of future tax relief to be utilized during the first three fiscal years after the debt issuance for the new elementary school project. The Select Board has also identified the proceeds from existing and future land sales as an additional source of funding.

The current balance of the elementary school tax mitigation fund at December 31, 2024, was \$936,489.70, and the balance of the sale of land fund is \$450,000.

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

Article 27. Prior Year Bills

Submitted by the Select Board

Type of Vote: Four-Fifths (%)

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.

Positive Motion

Move that the Town appropriate the sum of \$6,550 from FY2025 available funds for the purpose of paying prior year bills incurred in FY2024.

Warrant Committee Report

There were multiple invoices that were not received until after the close of the fiscal year in 2024. Since the general ledger books were closed for the prior fiscal year, it is now necessary to appropriate a sum of money in order to provide payment on prior year expenditures. The total amount of prior year bills totals \$6,550.

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

ZONING ARTICLES

Article 28. Floodplain District Zoning Amendment

Submitted by the Planning Board

Type of Vote: Two-Thirds (2/3)

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.

Positive Motion

Move to amend the Code of the Town of Medfield, Chapter 300 Zoning, Article 10 Flood Plain District, as set out in the Warrant.

Warrant Committee Report

The Warrant Committee supports this updated bylaw because it is designed to protect people and property in high-risk flood zones by requiring special permits for construction and land changes. It follows Federal Emergency Management Agency (FEMA) guidelines, helping the town remain in the National Flood Insurance Program and maintain access to flood insurance and federal disaster aid. Approved by the Department of Conservation and Recreation, it closely reflects the FEMA Model Bylaw and replaces the outdated, existing bylaw.

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

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 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	A	RE	RT	RS	RU	B	BI	IE
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.

Positive Motion

Move to amend the Code of the Town of Medfield, Chapter 300 Zoning, as set out in the Warrant.

Warrant Committee Report

The Warrant Committee agrees with the Planning Board that these updates to the bylaw are important changes needed since, without them, state regulations would govern ADU construction and oversight.

Under new Massachusetts regulations (Section 8 of Chapter 150 of the Acts of 2024 & 760 CMR 71.00), effective February 2, 2025, Accessory Dwelling Units that are up to 900 square feet or 50% of the principal dwelling's gross floor area (whichever is smaller) are allowed by right in single-family residential zones, without owner-occupancy requirements. Municipalities may set reasonable local standards (e.g., setbacks, height limits, site plan reviews) and may also address short-term rentals. If Medfield does not adopt an updated bylaw, the existing local rules for family or in-law apartments would no longer apply, and state regulations would govern ADU construction and oversight.*

Under this proposed bylaw, some ADUs in Medfield would be allowed by right, while others would require Site Plan Approval from the Planning Board to address privacy and stormwater considerations. ADUs over 900 square feet or located in an Aquifer Protection District or Flood Zone would require a Special Permit from the Zoning Board of Appeals.

If you need additional information on the Medfield Zoning Bylaw, you can find it on the town's website here: <https://ecode360.com/27374121>

**An Accessory Dwelling Unit is a self-contained housing unit with its own sleeping, cooking, and sanitary facilities, located on the same lot as the principal dwelling. It can be detached, attached, or within the primary residence, and must include a separate entrance that meets applicable building and fire code requirements.*

Select Board Recommends Approval 3-0

Warrant Committee Recommends Approval 9-0

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.

No Positive Motion

Warrant Committee Report

The FY2026 Operating budget is within the tax levy limits of Proposition 2 ½. Consistent with the Town's Financial Policies, certified free cash is not being used to balance the operating budgets. Therefore, this warrant article is not necessary.

Select Board Recommends Dismissal 3-0

Warrant Committee Recommends Dismissal 9-0

WATER ENTERPRISE FUND
FISCAL YEAR 2026
ESTIMATED REVENUES AND EXPENDITURES

WATER ENTERPRISE REVENUES & AVAILABLE FUNDS:

USER CHARGES	\$ 2,982,696
WATER AVAILABLE FUNDS	\$ 5,567
WATER FREE CASH	\$ 312,000
TOTAL WATER REVENUES	\$ 3,300,263

TOTAL COSTS APPROPRIATED IN THE WATER DEPARTMENT

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

PERSONNEL	\$ 559,710
OPERATIONS	\$ 709,570
EMERGENCY RESERVE FUND	\$ 100,000
	\$ 1,369,280

INDIR/ALLOCATED EXPENSES APPROPRIATED

DEPARTMENTAL BUDGETS:

DEBT SERVICE:

PRINCIPAL 01-710-2	\$ 920,000
INTEREST 01-751-2	\$ 344,763
TOTAL DEBT SERVICE	\$ 1,264,763

INSURANCE	\$ 106,960
CNTY RETIREMENT CONTRIBUTION	\$ 118,828
SHARED EMPLOYEES	\$ 174,087
SHARED FACILITIES	\$ 32,487
OPEB CONTRIBUTION	\$ 21,858
SUB-TOTAL ALLOCATED EXPENSES	\$ 454,220
TOTAL-ALLOCATED EXPENSES	\$ 1,718,983

TOTAL COSTS OF WATER OPERATING BUDGET \$ 3,088,263

APPROPRIATED IN CAPITAL BUDGET FROM WATER FREE CASH

FORD F550	\$ 127,000
FLEXNET SOFTWARE	\$ 50,000
RISK ASSESSMENT	\$ 35,000
TOTAL	\$ 212,000

TOTAL APPROP FR WATER FREE CASH FOR CAP PROJ \$ 212,000

ESTIMATED EXPENSES	\$ 3,300,263
ESTIMATED WATER FUND SURPLUS (DEFICIT)	\$ (0)

CALCULATION OF GENERAL FUND SUBSIDY:

ENTERPRISE FUND REVENUES AND AVAILABLE FUNDS	\$ (3,300,263)
LESS: TOTAL COSTS	\$ 3,300,263
LESS: PRIOR YEAR DEFICIT	\$ -

GENERAL FUND SUBSIDY \$ -

SOURCES OF FUNDING FOR COSTS APPROPRIATED IN ENTERPRISE FUND:

ENTERPRISE FUND REVENUES	\$ 2,982,696
WATER ENTERPRISE RESERVE FOR REDUCTION OF FUTURE DEBT	\$ 5,567
WATER ENTERPRISE FREE CASH	\$ 312,000

TOTAL SOURCES OF FUNDING FOR COSTS \$ 3,300,263
APPROPRIATED IN THE WATER ENTERPRISE FUND

FY25 WATER ENTERPRISE RATE STRUCTURE:

1 - 10,000	\$76.93 BASE CHARGE EVERY 6 MONTHS
10,001 - 35,000	\$6.79 PER 1,000 GALLONS
35,001 - 70,000	\$10.81 PER 1,000 GALLONS
OVER 70,000 GALLONS	\$15.31 PER 1,000 GALLONS

NOTE: FY26 WATER RATES HAVE NOT BEEN SET

SEWER ENTERPRISE FUND
FISCAL YEAR 2026
ESTIMATED REVENUES AND EXPENDITURES

SEWER ENTERPRISE REVENUES & AVAILABLE FUNDS:

USER CHARGES	\$ 2,256,144
SEWER AVAILABLE FUNDS	\$ -
SEWER FREE CASH	\$ 260,000
TOTAL SEWER REVENUES	\$ 2,516,144

TOTAL COSTS APPROPRIATED IN THE SEWER DEPARTMENT

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

PERSONNEL	\$ 376,002
OPERATIONS	\$ 1,353,030
INFILTRATION INFLOW	\$ 40,000
EMERGENCY RESERVE FUND	\$ 100,000
SUB-TOTAL SEWER DEPARTMENT COSTS	\$ 1,869,032

INDIR/ALLOCATED EXPENSES APPROPRIATED IN OTHER

DEPARTMENTAL BUDGETS:

DEBT SERVICE:

PRINCIPAL 01-710-2	\$ 97,821
INTEREST 01-751-2	\$ 9,368
TOTAL DEBT SERVICE	\$ 107,189

INSURANCE	\$ 86,842
CNTY RETIREMENT CONTRIBUTION	\$ 80,101
SHARED EMPLOYEES	\$ 174,087
SHARED FACILITIES	\$ 3,636
OPEB CONTRIBUTION	\$ 35,257
SUB-TOTAL ALLOCATED EXPENSES	\$ 379,923
TOTAL-ALLOCATED EXPENSES	\$ 487,112

TOTAL COSTS OF SEWER OPERATING BUDGET \$ 2,356,144

APPROPRIATED IN CAPITAL BUDGET FROM SEWER FREE CASH

UV SYSTEM INSTALLATION	\$ 125,000
WWTP IMPROVEMENT - DEMOLITION OF DAF	\$ 35,000
TOTAL	\$ 160,000

TOTAL APPROP FR SEWER FREE CASH FOR CAP PROJ \$ 160,000

ESTIMATED EXPENSES \$ 2,516,144

ESTIMATED SEWER FUND SURPLUS (DEFICIT) \$ -

CALCULATION OF GENERAL FUND SUBSIDY:

ENTERPRISE FUND REVENUES AND AVAILABLE FUNDS	\$ (2,516,144)
LESS: TOTAL COSTS	\$ 2,516,144
LESS: PRIOR YEAR DEFICIT	

GENERAL FUND SUBSIDY \$ -

SOURCES OF FUNDING FOR COSTS APPROPRIATED IN ENTERPRISE FUND:

ENTERPRISE FUND REVENUES AND AVAILABLE FUNDS	\$ 2,256,144
SEWER ENTERPRISE RESERVE FOR REDUCTION OF FUTURE DEBT	\$ -
SEWER FREE CASH	\$ 260,000

TOTAL SOURCES OF FUNDING FOR COSTS \$ 2,516,144
APPROPRIATED IN THE SEWER ENTERPRISE FUND

FY25 SEWER ENTERPRISE RATE STRUCTURE:

RESIDENTIAL	BASED ON 75% OF WATER CONSUMPTION
1 - 10,000	\$118.38 BASE CHARGE EVERY 6 MONTHS
10,001 AND OVER	\$12.21 PER 1,000 GALLONS
COMMERCIAL	BASED ON 100% OF WATER CONSUMPTION
1 - 10,000	\$118.38 BASE CHARGE EVERY 6 MONTHS
10,001 AND OVER	\$12.21 PER 1,000 GALLONS
SEPTIC DISPOSAL FEE	\$110.00/1000 GAL

NOTE: FY26 SEWER RATES HAVE NOT BEEN SET

**INDEX OF 2025 ANNUAL TOWN MEETING
WARRANT ARTICLES**

Article	2025 Annual Town Meeting Article	Page Number	Pass	Fail
1	Annual Town Report	23		
2	Elected Officials Compensation	23		
3	Personnel Administration Plan	25		
4	Annual Revolving Fund Expenditure Limit Authorization	32		
5	Cemetery Perpetual Care Trust Funds	33		
6	Local PEG Access Appropriation	35		
7	Rescind Authorization for Parks and Recreation Revolving Account	35		
8	Sewer Enterprise Fund Retained Earnings Transfer	36		
9	Appropriation/Transfer to the Capital Stabilization Fund	37		
10	Capital Budget Appropriation: Non-Buildings	38		
11	Transfers to the Municipal Building Capital Stabilization Fund	40		
12	Capital Budget Appropriation: Municipal Buildings	41		
13	FY2026 Operating Budget	44		
14	FY2026 Water and Sewer Enterprise Fund Budget	49		
15	Adjusted Tax Exemption Amount for Clause 17 (Seniors)	51		
16	Adjusted Asset Limit for Clause 17 (Seniors)	52		
17	Adjusted Income and Asset Limits for Clause 41 (Seniors)	53		
18	Senior Tax Work-Off Program Amendments	54		
19	Adjusted Exemption Amount Clause 22I (Veterans)	55		
20	Cemetery Expansion Construction	56		

Article	2025 Annual Town Meeting Article	Page Number	Pass	Fail
21	Danielson Pond Dam	57		
22	Conservation Trust Fund	58		
23	Medfield State Hospital Environmental Review: Overlook and Laundry Parcel	59		
24	Parks and Recreation Modular Appropriation	60		
25	Elementary School Feasibility Study Funding	61		
26	Elementary School Tax Mitigation Stabilization Fund	62		
27	Prior Year Bills	64		
28	Floodplain District Zoning Amendment	64		
29	Accessory Dwelling Units (ADU) Zoning Amendment	73		
30	Free Cash	81		

TOWN OF MEDFIELD
459 Main Street
Medfield, MA 02052

U.S Postage Paid
Medfield, MA
Permit No. 1001
Zip Code 02052

Resident
Medfield, MA 02052