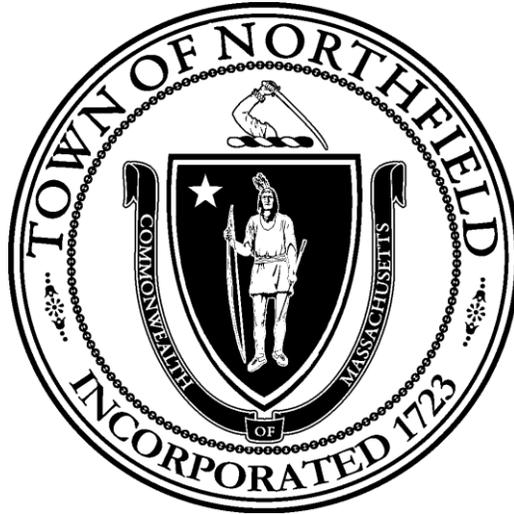


# TOWN OF NORTHFIELD



Transcript of Articles in the Warrant for the

## **ANNUAL TOWN MEETING**

**Monday, May 4, 2015 at 7:00 p.m.**

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Pioneer Valley Regional School  
97 F. Sumner Turner Road

And

## **ELECTION WARRANT**

**Tuesday, May 5, 2015**

12 o'clock Noon to 8:00 P.M.

Northfield Town Hall  
69 Main Street

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TOWN OF NORTHFIELD FISCAL YEAR 2016 BUDGET SUMMARY

	FY2015	PROPOSED FY2016
<b>EXPENDITURES</b>		
STM 12/9/13	20,000	
STM 11/24/14	0	227,090
Omnibus	7,400,561	7,850,595
Special Articles-Current FY- General Fund	8,000	36,000
Special Articles-New FY- General Fund	731,810	658,178
ATM Special Articles-Enterprise Funds	320,869	404,138
ATM Special Articles-CPA Funds	12,800	123,250
Reserved for CPA Fund	28,500	28,500
Cherry Sheet Charges	9,085	9,085
Cherry Sheet Offsets	3,980	3,980
Overlay	74,377	60,000
<b>AMOUNT TO BE RAISED</b>	<b>8,609,982</b>	<b>9,400,816</b>
<b>REVENUES</b>		
Cherry Sheet Receipts	411,263	411,263
Local Est. Receipts	460,000	484,000
Estimated Revenue-CPA	30,000	30,000
Free Cash FY14 articles	8,000	0
Free Cash FY15 articles	0	36,000
Free Cash FY16 articles		384,478
Free Cash/Reduce Tax Rate (7/14 BAL less STM= 429,688)	131,000	0
Stabilization-Hwy Roof, Doors, Truck- 35k from Spec, 179K gen		214,000
Free Cash (STM articles)	5,000	163,340
CPA Funds (STM articles)	0	55,000
Enterprise Funds (STM articles)	15,000	8,750
Surplus Overlay Reserve/Reduce Tax Rate	0	0
Enterprise Funds	320,869	404,138
Enterprise Funds-Trsf to gen for indirect	31,500	31,500
CPA Funds	11,300	121,750
Other Avail Funds(STM articles)	0	0
Other Avail Funds(ATM articles)	378,735	0
<b>TOTAL EST RECEIPTS &amp; AVAILABLE FUNDS</b>	<b>1,802,667</b>	<b>2,344,219</b>
<b>NET AMT TO BE RAISED BY TAXATION</b>	<b>6,807,315</b>	<b>7,056,597</b>
<b>MAXIMUM ALLOWABLE LEVY</b>	<b>6,856,912</b>	<b>7,057,467</b>
AMT UNDER MAXIMUM LEVY	49,597	870
OVERRIDE	0	0
OVERRIDE OR EXCLUSIONS REQUIRED	0	0
TAX RATE	16.65	17.16
TAX RATE AT LEVY LIMIT	16.77	17.16
<b>TOTAL VALUATION</b>	<b>408,847,724</b>	<b>411,250,126</b>

TOWN OF NORTHFIELD



Commonwealth of Massachusetts

WARRANT FOR ANNUAL TOWN MEETING  
Monday, May 4, 2015

At Seven O'clock in the Evening  
At the Pioneer Valley Regional School, 97 F. Sumner Turner Road

**PAGE 10 ON THE WARRANT**

**ARTICLE 1** To see if the Town will vote to waive the reading of the Warrant and the Notice to the Constables and act on the motions of the following articles; or take any action relative thereto.

Requested by the Selectboard

***MOTION:*** *I move that the Town waive the reading of the Warrant and the Notice to the Constables and act on the motions of the following articles.*

MOTION BY: JOHN SPANBAUER

VOTE REQUIRED: MAJORITY

PASS/FAIL (**PASSED UNANIMOUS**)

NOTES:

**PAGE 10 ON THE WARRANT**

**ARTICLE 2:** To see if the Town will vote to hear and act upon the reports of the several Town Officers, Boards, Committees, Commissions and Trustees; or take any action relative thereto.

Requested by the Selectboard

***MOTION:*** *I move that the Town hear and act upon the reports of the several Town Officers, Boards, Committees, Commissions and Trustees.*

MOTION BY: JED PROUJANSKY

VOTE REQUIRED: MAJORITY

PASS/FAIL (**PASSED UNANIMOUS**)

NOTES:

**PAGE 10 ON THE WARRANT**

**ARTICLE 3:** To see if the Town will raise and appropriate, or transfer from available funds a certain sum of money to be added to the FY15 Snow Removal Expense, or act on anything relative thereto.

Requested by the Selectboard

***MOTION:*** *I move that the Town transfer \$36,000 from Free Cash to the Snow & Ice Budget to cover a deficit created during the harsh winter of 2014-2015.*

MOTION BY: TRACY ROGERS

VOTE REQUIRED: MAJORITY

PASS/FAIL (**PASSED UNANIMOUS**)

NOTES:

**ARTICLE 4:** To see if the Town will vote to accept and expend any sum or sums of money that may be available from the Commonwealth of Massachusetts (Massachusetts Department of Transportation) for Chapter 90 type construction, improvements, and/or reconstruction of public ways and associated equipment; and to authorize the Selectboard to enter into contracts relative thereto, and to appropriate said sum or sums in anticipation of reimbursement from the Commonwealth; or take any action relative thereto.

Requested by the Selectboard

**MOTION:** *I move that the Town accept and expend any sum or sums of money that may be available from the Commonwealth of Massachusetts for Chapter 90-type construction, improvements or reconstruction of public ways and associated equipment; further, to authorize the Selectboard to enter into contracts relative thereto and to appropriate said sum or sums in anticipation of reimbursement from the Commonwealth.*

MOTION BY: JOHN SPANBAUER

VOTE REQUIRED: MAJORITY

PASS/ FAIL (**PASSED UNANIMOUS**)

NOTES:

**PAGE 11 ON THE WARRANT**

**ARTICLE 5:** To see if the Town will vote to authorize the Board of Selectmen to apply for state or federal grants, and to expend any monies received, as set forth in the appropriate grant application;

Requested by the Selectboard

***MOTION:*** *I move that the Town authorize the Board of Selectmen to apply for state or federal grants and to expend ay monies received, as set forth in the appropriate grant applications.*

MOTION BY: JED PROUJANSKY

VOTE REQUIRED: MAJORITY

PASS/FAIL (**PASSED UNANIMOUS**)

NOTES:

**PAGE 6 ON THE WARRANT**

**ARTICLE 6:** To see if the Town will vote to approve that, upon exceeding the levy limit, any monies appropriated that exceed the Town Finance Committee recommendation under Article 8 or any other article of this Fiscal Year 2016 Annual Town Meeting, may be contingent upon the approval by the voters of an “override of Proposition 2 ½”; or take any action relative thereto.

Submitted by the Finance Committee

**MOTION:** *I move that the Town approve that, upon exceeding the levy limit, any monies appropriated that exceed the Town Finance Committee recommendation under Article 7, or any other article of this Fiscal Year 2016 Annual Town Meeting, may be contingent upon the approval by the voters of an “override of Proposition 2 ½.”*

MOTION BY: LOIS STEARNS

VOTE REQUIRED: MAJORITY

PASS/FAIL (PASSED UNANIMOUS)

NOTES:

**PAGE 11 ON THE WARRANT:**

**ARTICLE 7:** To see if the Town will vote, under the provisions of the General Laws of Massachusetts, Chapter 41, §108, or any amendments thereto, to fix the salaries of all elected officials for Fiscal Year 2016, and raise and appropriate any sum or sums therefor, and further raise and appropriate any sum or sums of money for the maintenance of the several departments of the Town, and for other necessary charges, in accordance with the amount recommended by the Finance Committee as shown in the final column of the Warrant; or take any action relative thereto.

**FISCAL 2016 OMNIBUS BUDGET**

<b>GENERAL GOVERNMENT</b>	<b>APPROPRIATION FY2015</b>	<b>REQUESTED FY2016</b>	<b>FINANCE COMMITTEE RECOMMENDS</b>
MODERATOR SALARY	53	54	54
MODERATOR EXPENSE	10	10	10
SELECTMEN SALARIES	5,846	5,945	5,945
SELECTMEN EXPENSE	11,611	14,875	14,875
TOWN ADMINISTRATOR SALARY	71,050	70,709	70,709
TOWN ADMINISTRATOR EXPENSE	1,005	1,442	1,442
SECRETARY WAGES	42,857	43,667	43,667
FINANCE COMM EXPENSE	1,385	1,410	1,410
RESERVE FUND	20,000	30,000	40,000
ACCOUNTANT SALARY	28,066	28,780	28,780
FINANCIAL ASSISTANT	3,000	3,051	3,051
ACCOUNTANT EXPENSE	370	530	530
ASSESSORS SALARIES	5,367	5,459	5,459
ASSESSORS CLERK WAGES	31,425	32,319	32,319
ASSESSORS PROPERTY INSPECTOR	14,200	20,500	20,500
ASSESSORS EXPENSE	13,225	13,185	13,185
TREASURER SALARY	16,957	17,607	17,607
TREASURER EXPENSE	4,300	4,500	4,500
TAX COLLECTOR SALARY	16,957	17,607	17,607
TAX COLLECTOR EXPENSE	5,750	6,000	6,000
TOWN LEGAL COUNSEL	20,500	20,500	20,500
COMPUTER SUPPLY/SERVICE	14,932	34,750	34,750
TAX TITLE FORECLOSURE	2,300	2,300	2,300
COPY MACHINE SUPPL/SERVICE	1,500	1,700	1,700
TOWN CLERK SALARY	35,349	33,758	33,758
TOWN CLERK EXPENSE	3,255	4,260	4,260
ELECTIONS & REGISTRATIONS	10,185	11,000	11,000
CONSERV COMMISSION	3,135	3,255	3,255
PLANNING BOARD	4,097	4,000	4,000
ZONING/APPEALS BOARD	3,514	3,607	3,557
AG COMM EXPENSE	500	500	500
OPEN SPACE COMMITTEE	1,400	1,400	1,400
LAND DAMAGES	1	1	1
TOWN HALL CUSTODIAN	15,237	15,845	15,845
BLDG MAINT PERSON	36,714	38,178	38,178
TOWN HALL MAINT	39,020	45,905	45,905
TOWN BLDG ELEVATOR & ALARM MAINT	9,700	12,000	12,000

TOWN BLDG SEWER USE	2,200	2,200	2,200
TOWN REPORTS	400	600	600
TOWN CLOCK	150	175	175
<b>TOTAL</b>	<b>497,523</b>	<b>553,520</b>	<b>563,534</b>

<b>PUBLIC SAFETY</b>	<b>APPROPRIATION FY2015</b>	<b>REQUESTED FY2016</b>	<b>FINANCE COMMITTEE RECOMMENDS</b>
POLICE WAGES & SALARIES	276,416	276,180	276,180
POLICE OPER EXPENSE	42,645	47,977	47,977
FIRE DEPT SALARIES	5,347	5,438	5,438
FIRE DEPT WAGES	41,928	42,641	42,641
FIRE DEPT OPER EXP	19,900	21,410	21,410
HOSE & EQUIPMENT	8,000	8,500	8,500
INSPECTION FEES	3,000	3,000	3,000
HYDRANTS	5,460	5,460	5,460
MAINT FIRE STATION	19,300	21,830	21,830
FIREPONDS/WATERHOLES	3,000	3,000	3,000
BLDG INSPECTOR SALARY	25,653	26,089	26,089
BLDG INSPECTOR EXPENSE	1,250	1,250	1,250
GAS INSPECTION	2,500	2,500	2,500
WIRE INSPECTION	3,080	3,080	3,080
CIVIL DEFENSE	400	400	400
DOG OFFICER SALARY	3,296	3,352	3,352
DOG OFFICER EXPENSE	1,900	2,400	2,400
TREE DEPT EXPENSE	10,000	10,000	10,000
CONSTABLES WAGES	1,056	1,074	1,074
CONSTABLES EXPENSE	30	30	30
FENCE VIEWERS, ETC	1	1	1
<b>TOTAL</b>	<b>474,162</b>	<b>485,612</b>	<b>485,612</b>

<b>EDUCATION</b>	<b>APPROPRIATION FY2015</b>	<b>REQUESTED FY2016</b>	<b>FINANCE COMMITTEE RECOMMENDS</b>
ELEM SCHOOL MAINT	1,500	1,500	1,500
SCHOOL COMM STIPENDS	675	686	686
PVRS-OPER ASSMNT	4,145,945	4,228,049	4,228,049
PVRS-BLDG PROJ ASSESSMENT	246,744	242,045	242,045
PVRS-TECHNOLOGY LN ASSESSMENT	0	53,896	53,896
FRKLN CTY TECH SCHOOL-OPER ASSMNT	395,363	507,555	507,555
TUITION & TRANSP-OUT OF DISTRICT	0	37,170	37,170
<b>TOTAL</b>	<b>4,790,227</b>	<b>5,070,901</b>	<b>5,070,901</b>

<b>PUBLIC WORKS AND FACILITIES</b>	<b>APPROPRIATION FY2015</b>	<b>REQUESTED FY2016</b>	<b>FINANCE COMMITTEE RECOMMENDS</b>
HWY SUPT EXPENSE	13,000	13,000	13,000
HIGHWAY & SNOW REMOVAL WAGES	267,197	274,796	274,796
HWY, BRIDGES & RAILS	165,375	185,375	185,375
OILING & STONING	63,000	70,000	70,000
HIGHWAY TOOLS	1,260	1,260	1,260
SNOW REMOVAL EXPENSE	75,390	75,390	75,390
STREET LIGHTS	13,938	16,000	16,000
MACHINERY MAINTENANCE	84,341	90,000	90,000

MAINT HIGHWAY GARAGE	11,550	13,050	13,050
HWY BOUNDS,SURVEY,LISTS	1	1	1
SOLID WASTE DISTRICT	9,555	10,154	10,154
WASTE DISPOSAL	112,896	120,783	120,783
CEMETERY WAGES & EXPENSE	25,000	25,000	25,000
<b>TOTAL</b>	<b>842,503</b>	<b>894,809</b>	<b>894,809</b>

<b>HEALTH AND HUMAN SERVICES</b>	<b>APPROPRIATION FY2015</b>	<b>REQUESTED FY2016</b>	<b>FINANCE COMMITTEE RECOMMENDS</b>
BD OF HEALTH SALARIES	2,459	2,501	2,501
BD OF HEALTH EXPENSE	8,382	8,769	8,769
PLUMBING INSPECTOR	2,500	2,500	2,500
SHARED HEALTH AGENT	10,850	11,095	11,095
SEPTIC SYSTEM INSP FEES	1,500	1,500	1,500
ANIMAL INSPECTOR	2,401	2,435	2,435
COUNCIL ON AGING	49,824	51,621	51,621
SOLDIERS RELIEF	42,000	42,000	42,000
<b>TOTAL</b>	<b>119,916</b>	<b>122,421</b>	<b>122,421</b>

<b>CULTURE AND RECREATION</b>	<b>APPROPRIATION FY2015</b>	<b>REQUESTED FY2016</b>	<b>FINANCE COMMITTEE RECOMMENDS</b>
DICKINSON LIBRARY WAGES	107,915	110,876	110,876
DICKINSON LIBRARY EXP	38,431	41,808	41,808
NFLD FARMS LIBRARY	600	625	625
RECREATION COMM	6,816	7,016	7,016
REC COMM TRAINING & RECOGNITION	250	250	250
REC PROGRM DIRECTR	4,201	4,272	4,272
MAINT ATHLETIC FIELD	4,250	4,750	4,750
HISTORICAL COMMISSION	500	500	500
MEMORIAL DAY	2,000	2,000	2,000
VETERANS MEMORIAL CTE	1,000	1,000	1,000
ALEXANDER HALL	300	300	300
FRCOG ASSESSMENT	31,510	26,114	26,114
VETERANS DISTRICT	6,109	6,819	6,819
<b>TOTAL</b>	<b>203,882</b>	<b>206,330</b>	<b>206,330</b>

<b>DEBT SERVICE</b>	<b>APPROPRIATION FY2015</b>	<b>REQUESTED FY2016</b>	<b>FINANCE COMMITTEE RECOMMENDS</b>
MATURING DEBT- PRIN	0	0	0
INT ON LONG TERM DEBT	0	0	0
INT ON SHORT TERM DEBT	2,000	2,000	2,000
<b>TOTAL</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>

<b>INSURANCE AND RETIREMENT</b>	<b>APPROPRIATION FY2015</b>	<b>REQUESTED FY2016</b>	<b>FINANCE COMMITTEE RECOMMENDS</b>
COUNTY RETIREMENT	162,431	159,930	157,001
WORKERS COMP INSURANCE	10,095	10,095	10,095
UNEMPLOYMENT	12,000	12,000	12,000
HEALTH INSURANCE	207,787	229,483	229,483

LIFE INSURANCE	1,820	1,820	1,820
MEDICARE/FICA	16,525	17,351	17,351
OTHER INSURANCE	64,365	77,238	77,238
<b>TOTAL</b>	<b>475,023</b>	<b>507,917</b>	<b>504,988</b>
<b>GRAND TOTAL</b>	<b>7,405,236</b>	<b>7,843,110</b>	<b>7,850,595</b>

Submitted by the Finance Committee

**MOTION:** *I move that the Town fix the salaries of all elected officials for Fiscal Year 2016 and raise and appropriate \$7,850,595 for such salaries, the maintenance of several departments of the Town, and for other necessary charges, in accordance with the amounts recommended by the Finance Committee as shown in the final column of Article 7 in the Warrant for the May 4, 2015 Annual Town Meeting.*

MOTION BY: LOIS STEARNS

VOTE REQUIRED: MAJORITY

PASS/FAIL (PASSED MAJORITY)

NOTES: A MOTION WAS MADE BY PAUL GORZOCOSKI, III AS FOLLOWS:

I respectfully submit a motion to have the school budget be separated out for any discussion, and a separate vote by paper ballot.

After some discussion on Mr. Gorzocoski's motion it was defeated.

**PAGE 14 ON THE WARRANT:**

**ARTICLE 8:** To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide the sums recommended, or any other sum or sums, for Capital Outlay as set forth in the following schedule and determine whether such sums will be provided by taxation or by transfer or by a combination of the foregoing,

Department	Item Description	Department Request	Finance Committee Recommends
Fire Dept.	SCBA Training	\$ 2,100	\$ 2,100
	Engine 2 Rust Repair	\$ 13,500	\$ 13,500
	Station Floor/Apron Repair	\$ 4,200	\$ 4,200
Highway	Generator	\$ 25,000	\$ 25,000
Library	Paving of Parking Lot	\$ 15,000	\$ 15,000
Police	Computer System Upgrade	\$ 6,000	\$ 6,000
Selectboard	HVAC (South Balcony Room)	\$ 20,000	\$ 20,000
	Town Hall Elevator Repair	\$ 20,000	\$ 20,000
	Phone System	\$ 20,000	\$ 20,000
Total		\$ 125,800	\$ 125,800

or act on anything relative there to.

Requested by the Finance Committee

**MOTION:** *I move that the Town transfer from Free Cash the sum of \$125,800 to fund the projects, goods, and services as presented in Article 8 in the Warrant for the May 4, 2015 Annual Town Meeting.*

MOTION BY: LOIS STEARNS

VOTE REQUIRED: MAJORITY

PASS/FAIL (PASSED / MAJORITY)

NOTES:

**PAGE 15 ON THE WARRANT:**

**ARTICLE 9:** To see if the Town will transfer from the retained earnings of the Emergency Medical Services Enterprise Fund, a certain sum of money to purchase a mechanical cardiopulmonary resuscitation (**CPR**) device, or take any action relative thereto.

Requested by the Selectboard

***MOTION:*** *I move that the Town vote to appropriate the sum of \$20,000 from the retained earnings of EMS Enterprise Fund for the purpose of purchasing a mechanical cardiopulmonary resuscitation device.*

MOTION BY: TRACY ROGERS

VOTE REQUIRED: MAJORITY

PASS/FAIL (**PASSED UNANIMOUS**)

NOTES:

**PAGE 15 ON THE WARRANT:**

**ARTICLE 10:** To see if the Town will vote to appropriate a sum or sums of money to operate the Emergency Medical Services Enterprise Fund as shown below:

Wages and Salaries	71,733
Expenses	61,800
Reserve Fund	5,000
Budgeted Surplus	1,467
<u>TOTAL:</u>	<u>\$140,000</u>

and that \$140,000 be raised as follows:

Department receipts	140,000
Tax levy	-0-
<u>TOTAL:</u>	<u>\$140,000</u>

or take any action relative thereto.

Submitted by the Selectboard

***MOTION:*** I move that the Town vote to appropriate the sum of \$140,000 to operate the Emergency Medical Services Enterprise, as set forth in Article 10 of the May 4, 2015 Annual Town Meeting Warrant.

MOTION BY: JOHN SPANBAUER

VOTE REQUIRED: MAJORITY

PASS/FAIL **PASSED UNANIMOUS)**

NOTES:

**ARTICLE 11:** To see if the Town will vote to appropriate a sum or sums of money to operate the Sewer Enterprise Fund as shown below:

Sewer Commissioner Salaries	1,502.00
Sewer Dept. Collector	3,563.00
Sewer Dept. Wages	86,349.00
Oper. & Maint. Sewer Plant	80,670.00
Reserve Fund	10,000.00
Maturing Debt - Principal	51,717.43
Maturing Debt - Interest	336.17
Interest on Short - Term Debt	-0-
<u>TOTAL:</u>	<u>\$234,137.60</u>

and that \$234,137.60 be raised as follows:

Department receipts	234,137.60
Tax levy	
<u>TOTAL:</u>	<u>\$234,137.60</u>

or take any action relative thereto.

Submitted by the Sewer Commission

***MOTION:*** I move that the Town vote to appropriate the sum of \$234,137.60 to operate the Sewer Enterprise, as set forth in Article 11 of the May 4, 2015 Annual Town Meeting Warrant.

MOTION BY: ERIK MEALS

VOTE REQUIRED: MAJORITY

PASS/FAIL (**PASSED UNANIMOUS**)

NOTES:

**PAGE 16 ON THE WARRANT:**

**ARTICLE 12:** To see if the Town will rescind the unused amounts of previous Town Meeting Debt Authorizations as follows:

Description	Appropriated	Amount Authorized	Unissued
Roof & Equipment	ATM12, Article 46 & ATM 13, Article 4	45,000.00	25,000.00
Engineering – Highland Avenue	ATM12, Article 47	30,000.00	19,500.00
Generator	ATM14, Article 16	35,000.00	7,050.00
Sludge Tank Blower	ATM14, Article 17	25,000.00	1,232.57

or act on anything relative thereto.

Submitted by the Sewer Commission

***MOTION:*** I move that the Town vote to rescind the borrowing authorization for the items as presented in Article 12 in the Warrant for the May 4, 2015 Annual Town Meeting.

MOTION BY: ERIK MEALS

VOTE REQUIRED: MAJORITY

PASS/FAIL (**PASSED UNANIMOUS**)

NOTES:

**PAGE 16 ON THE WARRANT:**

**ARTICLE 13:** To see if the Town will transfer from the retained earnings of the Sewer Enterprise Funds, a certain sum of money to purchase, build, construct or otherwise provide a cover over a portion of the sewage treatment plant tanks, or take any action relative thereto.

Requested by the Sewer Commission

***MOTION:*** *I move that the Town vote to appropriate the sum of \$10,000 from the retained earnings of Sewer Enterprise Fund for the purpose of purchasing, building, constructing or otherwise providing a cover over a portion of the sewage treatment plant tanks.*

MOTION BY:           ERIK MEALS

VOTE REQUIRED:       MAJORITY

PASS/FAIL (**PASSED UNANIMOUS**)

NOTES:

**PAGE 16 ON THE WARRANT:**

**ARTICLE 14:** To see if the Town will vote to appropriate a sum or sums of money for the purpose of a Sanitary Sewer Build-out Analysis & Wastewater Treatment Facilities Evaluation, whereby to fund said appropriation, The Treasurer, with the approval of the Board of Selectmen and the Board of Sewer Commissioners , is hereby authorized to borrow up to an amount not to exceed \$50,000 and to issue bonds and/or notes in accordance with MGL Chapter 44, Section 7 or any other enabling authority, or take any action relative thereto.

Requested by the Sewer Commission

***MOTION:*** *I move that the Town appropriate \$50,000 for the purpose of a Sanitary Sewer Build-out Analysis & Wastewater Treatment Facilities Evaluation, whereby to fund said appropriation, the Treasurer, with the approval of the Board of Selectmen and the Board of Sewer Commissioners, is hereby authorized to borrow up to an amount not to exceed \$50,000 and to issue bonds and/or notes in accordance with MGL Chapter 44, Section 7 or any other enabling authority.*

MOTION BY:               ERIK MEALS

VOTE REQUIRED:       2/3rds

PASS/FAIL (**PASSED BY 2/3rds VOTE**)

NOTES:

**PAGE 16 ON THE WARRANT:**

**ARTICLE 15:** To see if the Town will reserve from FY 2016 Community Preservation Fund - Estimated Revenues, the sum of \$1,500 for administrative expenses, 10% (\$3,000) for open space purposes; 10% (\$3,000) for historic preservation; 10% (\$3,000) for affordable housing; and the remaining (\$19,500) to the FY 2016 Community Preservation Fund budgeted reserve; or take any action relative thereto.

Submitted by the Community  
Preservation Committee

***MOTION:*** *I move the Town vote to reserve from FY 2016 Community Preservation Fund - Estimated Revenues, the sum of \$1,500 for administrative expenses, 10% (\$3,000) for open space purposes; 10% (\$3,000) for historic preservation; 10% (\$3,000) for affordable housing; and the remaining (\$19,500) to the FY 2016 Community Preservation Fund budgeted reserve*

MOTION BY: JOAN DEELEY

VOTE REQUIRED: MAJORITY

PASS/FAIL (**PASSED**)

NOTES:

**PAGE 17 ON THE WARRANT**

**ARTICLE 16:** To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money to continue the review and update of the Town's Zoning By-Laws ("Protective Regulations By-Law"); or take any action relative thereto.

Submitted by the Planning Board  
and the Selectboard

**MOTION:** *I move the Town vote to transfer the sum of \$50,000 from Free Cash to continue the review and update of the Town's Zoning By-Laws also known as the "Protective Regulations By-Law."*

MOTION BY: RICH FITZGERALD

VOTE REQUIRED: MAJORITY

PASS/FAIL (**PASSED**)

NOTES: \$ 25,000 was set aside last year for review and update of the Town Zoning By-Laws.

**PAGE 17 ON THE WARRANT:**

**ARTICLE 17:** To see if the Town will vote to re-authorize the revolving fund for Fiscal Year 2016 in accordance with M.G.L. Chapter 44 Section 53E ½ for the receipts related to the Town's recycling program and expenditures for the operation of the Town's solid waste and recycling programs, to be under the authority of the Board of Health and not to exceed \$60,000 in expenditures in Fiscal Year 2016; or take any other action relative thereto.

Submitted by the Board of Health

***MOTION:*** *I move the Town vote to re-authorize the revolving fund for Fiscal Year 2016 in accordance with M.G.L. Chapter 44 Section 53E ½ for the receipts related to the Town's recycling program and expenditures for the operation of the Town's solid waste and recycling programs, to be under the authority of the Board of Health and not to exceed \$60,000 in expenditures in Fiscal Year 2016;*

MOTION BY: JOHN SPANBAUER

VOTE REQUIRED: MAJORITY

PASS/FAIL (PASSED / MAJORITY)

NOTES:

**PAGE 17 ON THE WARRANT:**

**ARTICLE 18:** To see if the Town will vote to re-authorize the revolving fund for the maintenance and operation of the Highway Department's bucket truck per the provisions of Massachusetts General Laws, Chapter 44, §53E ½, for which revenues received from other towns as their share of the cost of ownership and operation of the bucket truck will be deposited into the fund and expended to pay related costs under the direction of the Selectboard, and total expenditures for the fiscal year beginning July 1 next will be limited to \$2,000; or take any action relative thereto.

Submitted by the Selectboard

**MOTION:** *I move that the Town vote to re-authorize the revolving fund for the maintenance and operation of the Highway Department's bucket truck per the provisions of Massachusetts General Laws, Chapter 44, §53E ½, for which revenues received from other towns as their share of the cost of ownership and operation of the bucket truck will be deposited into the fund and expended to pay related costs under the direction of the Selectboard, and total expenditures for the fiscal year beginning July 1 next will be limited to \$2,000.*

MOTION BY: JED PROUJANSKY

VOTE REQUIRED: MAJORITY

PASS/FAIL (PASSED UNANIMOUS)

NOTES:

**PAGE 17 ON THE WARRANT**

**ARTICLE 19:** To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money to replace carpets and/or flooring in classrooms at the Northfield Elementary School Building(s); or take any action relative thereto.

Submitted by the Selectboard

**MOTION:** *I move that the Town vote to transfer \$6,000 from Free Cash to replace carpets and/or flooring in classrooms at the Northfield Elementary School.*

MOTION BY: TRACY ROGERS

VOTE REQUIRED: MAJORITY

PASS/FAIL (**PASSED UNANIMOUS**)

NOTES:

**PAGE 18 ON THE WARRANT:**

**ARTICLE 20:** To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money to replace fuel lines at the Northfield Elementary School Building; or take any action relative thereto.

Submitted by the Town Building Use &  
Utilization Committee

***MOTION:*** *I move that the Town vote to transfer the sum of \$5,670 from Free Cash to replace fuel lines at the Northfield Elementary School Building.*

MOTION BY: JOHN SPANBAUER

VOTE REQUIRED: MAJORITY

PASS/FAIL (**PASSED UNANIMOUS**)

NOTES:

**PAGE 18 ON THE WARRANT:**

**ARTICLE 21:** To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money for porch and roof repairs/replacement and related items at the Northfield Elementary School North Building; or take any action relative thereto.

Submitted by the Town Building Use &  
Utilization Committee

***MOTION:*** *I move that the Town vote to transfer from Free Cash the sum of \$3,500 for porch and roof repairs and/or replacement and related items at the Northfield Elementary School North Building*

MOTION BY: JOHN SPANBAUER

VOTE REQUIRED: MAJORITY

PASS/FAIL (PASSED UNANIMOUS)

NOTES:

**PAGE 18 ON THE WARRANT:**

**ARTICLE 22:** To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money for the Town of Northfield's share of the Pioneer Valley Regional School District (PVRS) Capital Projects Requests as follows:

Window tint on interior & exterior glass in high visibility areas	\$11,668
Two-way radios 1 @\$800 (school only)	\$800
Air conditioning in Room 276 – Technology Classroom	\$8,000
Sidewalk repair in front of the school	\$4,876
Total	<u>\$25,344</u>
<b>Northfield's Share (53.3%)</b>	<b><u>\$13,508</u></b>

or take any action relative thereto.

Submitted by the Pioneer Regional  
School District School Committee

**MOTION:** *I move that the Town vote to transfer from Free Cash the sum of \$13,508 for Northfield's share of the PVRS capital projects as set forth in Article 22 of the May 4, 2015 Annual Town Meeting Warrant.*

MOTION BY: PAT SHEARER

VOTE REQUIRED: MAJORITY

PASS/FAIL (PASSED UNANIMOUS)

NOTES:

**PAGE 18 OF THE WARRANT:**

**ARTICLE 23:** To see if the Town will vote to raise and appropriate the sum \$7,000 to purchase optical scan tabulation voting equipment, or act on anything relative thereto.

Submitted by the Town Clerk

***MOTION:*** *I move that the Town vote to raise and appropriate the sum \$7,000 to purchase optical scan tabulation voting equipment for the Town's use.*

MOTION BY: DAN CAMPBELL

VOTE REQUIRED: MAJORITY

PASS/FAIL (**PASSED**)

NOTES: There was a hand count 228 in favor, 12 against. The motion was passed.

**PAGE 18 ON THE WARRANT:**

**ARTICLE 24:** To see if the Town will vote to broaden the scope of Article 10 of the Annual Town Meeting of May 5, 2014 to include non-fire proof file cabinets, shelving, furniture, and/or technology for the storage of the records of the Town, or act on anything relative thereto.

Submitted by the Town Clerk

***MOTION:*** *I move that the Town vote to broaden the scope of Article 9 of the Annual Town Meeting of May 5, 2014 to include non-fire proof file cabinets, shelving, furniture, and/or technology for the storage of the records of the Town.*

MOTION BY: DAN CAMPBELL

VOTE REQUIRED: MAJORITY

PASS/FAIL (PASSED UNANIMOUS)

NOTES:

**PAGE 19 ON THE WARRANT:**

**ARTICLE 25:** To see if the Town will vote to authorize the Selectboard to enter into a five year contract with the Massachusetts Department of Environmental Protection and Waste Management Recycle America, LLC for recycling services at the Springfield Materials Recycling Facility; or act on anything relative thereto.

Submitted by the Board of Health

***MOTION:*** *I move that the Town vote to authorize the Selectboard to enter into a five year contract with the Massachusetts Department of Environmental Protection and Waste Management Recycle America, LLC for recycling services at the Springfield Materials Recycling Facility.*

MOTION BY: JOHN SPANBAUER

VOTE REQUIRED: MAJORITY

PASS/FAIL (PASSED UNANIMOUS)

NOTES:

TRUE ATTEST

Daniel R Campbell  
Town Clerk

**PAGE 19 ON THE WARRANT:**

**ARTICLE 26:** To see if the Town will vote to appropriate for open space preservation and recreation purposes a sum or sums of money from the Community Preservation Fund balance for Open Space and Recreation and/or the Undesignated Fund Balance of the Community Preservation Act funds account and/or the FY15 budgeted reserves of the Community Preservation Fund toward the purchase of 1,600 acres belonging to Northfield Mount Hermon School under negotiation for sale to the Trust for Public Land (TPL). This level of funding is contingent on TPL's ability to raise the necessary funding and the inclusion of a piece of NMH land west of the old NMH campus in Northfield and extending between Schell Bridge and Pauchaug State Boat Ramp, for donation to the town as a possible site for a Community Park.

Submitted by the Community  
Preservation Committee

***MOTION:*** *I move to indefinitely postpone consideration of this article.*

MOTION BY: SUSAN HANDREN

VOTE REQUIRED: MAJORITY

PASS/FAIL (**PASSED MAJORITY**)

NOTES:

**PAGE 19 ON THE WARRANT:**

**ARTICLE 27:** To see if the Town will vote to appropriate for historic preservation purposes a sum or sums of money from the Community Preservation Fund balance for Historic Preservation and/or the Undesignated Fund Balance of the Community Preservation Act funds account and/or the FY15 budgeted reserves of the Community Preservation Fund to purchase custom designed acrylic window inserts with rubber edging to preserve stained glass windows in the First Parish Church of Northfield. Said funds not to exceed the amount of \$9,000.

Submitted by the Community  
Preservation Committee

***MOTION:*** *I move that the Town vote to appropriate for historic preservation purposes a sum of \$9,000 from the Undesignated Fund Balance of the Community Preservation Act funds account to purchase and install custom designed acrylic window inserts with rubber edging to preserve stained glass windows in the First Parish Church of Northfield.*

MOTION BY: SUSAN HANDREN

VOTE REQUIRED: MAJORITY

PASS/FAIL (**PASSED MAJORITY**)

NOTES:

**PAGE 19 ON THE WARRANT:**

**ARTICLE 28:** To see if the Town will vote to appropriate for historic preservation purposes a sum or sums of money from the Community Preservation Fund balance for Historic Preservation and/or the Undesignated Fund Balance of the Community Preservation Act funds account and/or the FY15 budgeted reserves of the Community Preservation Fund to construct a Civil War memorial to commemorate the service of Northfield residents in the Union Army. CPA funds are not to exceed \$12,750 for the purpose of funding bids for the project to be solicited by the Northfield Town Administrator. Release of the funds will be contingent upon verification and approval by the Northfield Historical Commission of the names to be inscribed on the monument, to ensure that only Northfield residents will be included in the roster of names to be posted.

Submitted by the Community  
Preservation Committee

***MOTION:*** *I move that the Town vote to appropriate for historic preservation purposes \$12,750 from the Undesignated Fund Balance of the Community Preservation Act funds account to construct a Civil War memorial to commemorate the service of Northfield residents in the Union Army. Bids for the project are to be solicited by the Northfield Town Administrator. Release of the funds will be contingent upon verification and approval by the Northfield Historical Commission of the names to be inscribed on the monument, to ensure that only Northfield residents will be included in the roster of names to be posted.*

MOTION BY: SUSAN HANDREN

VOTE REQUIRED: MAJORITY

PASS/FAIL (**PASSED MAJORITY**)

NOTES:

**PAGE 20 OF THE WARRANT:**

**ARTICLE 29:** To see if the Town will vote to adopt Massachusetts General Law c.59, §5K, “Property tax liability reduced in exchange for volunteer services; persons over age 60,” to become effective July 1, 2016 (FY16) or act on anything relative thereto.

Request of the Council on Aging, the  
Board of Assessors and the Selectboard

***MOTION:*** *I move that the Town vote to approve Article 29 as written in the Warrant.*

MOTION BY: RHODA YUCVITCH

VOTE REQUIRED: MAJORITY

PASS/FAIL (PASSED UNANIMOUS)

NOTES:

**PAGE 20 ON THE WARRANT:**

**ARTICLE 30:** To see if the Town will vote to establish the exemptions allowed under M.G.L. c.59, §5K and Chapter 188, §43 of the Acts of 2010, Property Tax Assistance Program for older citizens of the Town, funded by the Overlay, to be set at \$500.00 for an individual taxpayer for the Fiscal Year 2016, under an agreement between the Council on Aging, the Selectboard and the Board of Assessors, or act on anything relative thereto.

Requested by the Council on Aging, the Board of Assessors and the Selectboard

**MOTION:** *I move that the Town vote to approve Article 30 as written in the Warrant.*

MOTION BY: RHODA YUCVITCH

VOTE REQUIRED: MAJORITY

PASS/FAIL (**PASSED MAJORITY**)

NOTES: A motion was made to amend the motion to cap the dollar amount total at \$2,500.00 for the first year of the program. This motion was passed and the amended motion was passed by majority.

**PAGE 20 ON THE WARRANT:**

**ARTICLE 31:** To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to fund a public safety facilities plan, or act on anything relative thereto.

Requested by the Selectboard

***MOTION:*** *I move that the Town vote to transfer the sum of \$30,000 from Free Cash for the purpose of developing a public safety facility plan.*

MOTION BY: JOHN SPANBAUER

VOTE REQUIRED: MAJORITY

PASS/FAIL (**PASSED MAJORITY**)

NOTES: There was a discussion about the need and that we had done this before.

**PAGE 20 ON THE WARRANT:**

**ARTICLE 32:** To see if the Town will vote to raise and appropriate, transfer from available funds, transfer from general and/or special stabilization funds or otherwise provide a sum or sums of money to:

Replace the Roof of the Highway Garage	\$150,000
Repair/Replace Highway Garage Doors	8,000
Purchase a Service Truck	56,000
<b>Total</b>	<b><u>\$214,000</u></b>

or act on anything relative thereto.

Requested by the Selectboard

**MOTION:** *I move that the Town vote to transfer the sum of \$179,000 from the General Stabilization Fund and the sum of \$35,000 from the Backhoe Special Stabilization Fund for the purposes described in Article 32 of the May 4, 2015 Annual Town Meeting Warrant.*

MOTION BY: JED PROUJANSKY

VOTE REQUIRED: 2/3rds

PASS/FAIL (PASSED UNANIMOUS)

NOTES:

**PAGE 21 ON THE WARRANT:**

**ARTICLE 33:** To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to repoint and power wash the walls of Town Hall, or act on anything relative thereto.

Requested by the Selectboard

***MOTION:*** *I move that the Town vote to raise and appropriate the sum of \$27,700 for the purpose of generally repairing, repointing, and power washing the Town Hall Building.*

MOTION BY: TRACY ROGERS

VOTE REQUIRED: MAJORITY

PASS/FAIL (**PASSED MAJORITY**)

NOTES:

**PAGE 21 OF THE WARRANT:**

**ARTICLE 34:** To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to replace, repair, and to bring to code a portion of the electrical wiring in the Town Hall, or act on anything relative thereto.

Requested by the Selectboard

***MOTION:*** *I move that the Town vote to transfer from Free Cash the sum of \$150,000 for the purpose of replacing, repairing, and/or bringing to code a portion of the electrical wiring in the Town Hall building.*

MOTION BY: JOHN SPANBAUER

VOTE REQUIRED: MAJORITY

PASS/FAIL (PASSED UNANIMOUS)

NOTES:

**PAGE 21 OF THE WARRANT:**

**ARTICLE 35:** To see if the Town will vote to establish the Transfer Station as an independent department of the Town and to govern it with an appointed three member commission appointed by the Board of Selectmen. In the first year after adoption the Board of Selectmen shall appoint one member for one year term, one member for two year term, and one member for a three year term. Thereafter, the term of appointment shall be three years; or act on anything relative thereto.

Requested by the Board of Health

***Motion:*** *I move to indefinitely postpone this article.*

MOTION BY: ROBERT MACEWEN

VOTE REQUIRED: MAJORITY

PASS/FAIL (PASSED UNANIMOUS)

NOTES:

**PAGE 21 IN THE WARRANT:**

**ARTICLE 36:** To see if the Town will raise and appropriate, or appropriate from available funds a sum of money to provide technical, legal, and consulting services to advise and assist the Town with environment, health, permitting, design, planning, and/or construction issues as may result from the so called, “Northeast Energy Direct Project,” or act on anything relative thereto.

Requested by Citizen’s Petition

**MOTION:** *I move that the Town raise and appropriate the sum of \$25,000 to provide technical, legal, and consulting services or other uses as determined appropriate by the Board of Selectmen to advise and assist Town Officials with the environmental, health, permitting, design, planning and/or construction issues as may result from the so called, “Northeast Energy Direct Project,” also known as “The Pipeline.”*

MOTION BY: JULIA BLYTH

VOTE REQUIRED: MAJORITY

PASS/FAIL (PASSED UNANIMOUS)

NOTES:

**PAGE 21 IN THE WARRANT:**

**ARTICLE 37:** To see if the Town will place a non-binding referendum question or questions before the voters on the next feasibly possible Town election to actively oppose the construction of the pipeline and a compressor station within the Town of Northfield, or act on anything relative thereto.

Requested by Citizen's Petition

**MOTION:** *I move that a non-binding referendum question be placed on the Town Election ballot to be worded as follows:*

*“Are you in favor of the “Northeast Energy Direct Project” as proposed by Kinder Morgan, Inc. wherein approximately 8.5 miles of a natural gas pipeline and an 80,000 h.p. compressor station may be located within the Town of Northfield?*

*A **YES** vote means that you are in **FAVOR** of the non-binding proposal.*

*A **NO** vote means that you are **OPPOSED** to the non-binding proposal.”*

MOTION BY:           ANDREW VERNON

VOTE REQUIRED:       MAJORITY

PASS/FAIL (**PASSED UNANIMOUS**)

NOTES:

**PAGE 22 IN THE WARRANT:**

**ARTICLE 38:** To see if the Town will vote to transfer from available funds or otherwise provide a certain sum of money to be added to the Stabilization Fund as established in accordance with the provisions of Massachusetts General Law, Chapter 40, Section 5B, or act on anything relative thereto.

Requested by the Selectboard

**MOTION:** *I move to indefinitely postpone this Article.*

MOTION BY: JED PROUJANSKY

VOTE REQUIRED: 2/3rds

PASS/FAIL (**PASSED UNANIMOUS**)

NOTES:

**ANNUAL TOWN MEETING HELD ON MAY 4, 2015 WAS DISSOLVED AT 9:16pm.**

**ELECTION WORKERS**

Barbara Brassor  
Betty Gibson  
Elizabeth L'Etoile  
Jo Ann Newton  
Pamela Veith  
Beth Walker

**VISITORS**

## **APPENDIX 1: Town Meeting Parliamentary Procedure**

Parliamentary procedure has a long history. Originating in the early English Parliaments it came to America with the first European settlers and became uniform in 1876 when Henry Robert published his manual, known as “Robert’s Rules of Order.”

Parliamentary procedure means that everyone may be heard and to come to decisions without confusion. It means democratic rule, flexibility, the protection of rights and most importantly a fair hearing for everyone.

The basic parts of parliamentary procedure provide for the presentation of motions, the seconding or the expression of support of another’s motion, an opportunity to debate and an ability to make a decision.

There are five general types of motions:

- Main Motion: These introduce subjects for consideration.
- Subsidiary Motions: These change how the main motion is handled. (They are voted on before the main motion.)
- Privileged Motions: These concern special or important matters not related to the pending business. In general, they are considered before other types of motions.
- Incidental Motions: These are questions of procedure that arise out of other motions and they must be considered before the other motion.
- Motions that bring a question again before the assembly: These enable certain items to be reconsidered. In general, they are brought up when no business is pending.

Some questions relating to motions:

- Is it in order? Your motion must relate to the business at hand and be presented at the right time. It must not be obstructive, frivolous or against the law.
- May I interrupt the speaker? Some motions are so important that the speaker may be interrupted to make them. The original speaker regains the floor after the interruption has been attended to.
- Do I need a second? Usually, yes, A second indicates that another member would like to consider your motion and it prevents spending time on a question that interests only one person.
- Is it debatable? Parliamentary procedure guards the right to free and full debate on motions. However, some subsidiary or privileged and incidental motions are not debatable.
- Can it be amended? Striking out or inserting wording, or both can change some motions. Amendments must relate to the subject as presented in the main motion.
- What vote is needed? Most require only a majority vote (more than half the members present and voting). But, motions concerning the rights of the town

meeting, borrowing, and some other miscellaneous subjects may require “super majorities” of  $\frac{3}{4}$  or  $\frac{9}{10}$ 's depending on the applicable state law.

- Can it be reconsidered? Some motions can be debated again and revoted to give members a chance to change their minds. The motion to reconsider must come from the “winning” side.

### How Do I Present My Motion?

#### Obtain the Floor:

- Wait until the previous speaker is finished.
- Rise and address the Moderator. Say, “Mr. Moderator.”
- Wait until you are recognized.
- State your name and address for the record.

#### Make your motion:

- Speak clearly and concisely.
- State your motion affirmatively. Say, “I move that we do...” Instead of “I move that we do not...”
- Stay on the subject and avoid personal attacks.

#### You wait for a second:

- Another member will say, “I second the motion.”
- Or the Moderator will call for a second.
- If there is no second, your motion will not be considered. (Motions made at the direction of a board or committee (more than one person) do not require a second.)

#### The Moderator states your motion:

- The Moderator must say, “It is moved and seconded that we...”
- After this happens, debate or voting can occur.
- Your motion is now “assembly property,” and you can’t change it without consent of the body.

#### You expand on your motion:

- As the person who made the motion, you are allowed to speak first.
- Direct all comments to the Moderator
- Keep to the time limit for speaking.
- You may speak again after all other speakers are finished.
- You may speak a third time by a motion to suspend the rules with a  $\frac{2}{3}$  vote.
  
- The Moderator puts the question:
- The Moderator asks, “Are you ready for the question?”
- If there is no more debate, or if a motion to stop debate is adopted, a vote is taken.
- The Moderator announces the result.

The method of voting on a motion:

- Voice: The Moderator asks those in favor to say “aye” and those opposed to say “no.” A member may move for an exact count.
- General Consent: When a motion isn’t likely to be opposed, the chair says, “If there is no objection...” Members show consent by their silence. If someone says, “I object,” the matter must be put to a vote.
- Show of hands: Members raise their hands to verify a voice vote, or as an alternative to it. This does not require a count. A member may move for an exact count.
- Ballot: Members write their vote on a slip of paper and is done when secrecy is desired.

More Motions:

A motion to lay on the table: This motion is used to lay something aside temporarily to take care of more urgent matters. It should not be used to prevent debate or to kill a question. Members can “take from the table” a motion for reconsideration. This must happen by the end of the town meeting.

A motion to indefinitely postpone: This is a parliamentary strategy. It allows members to dispose of a motion without making a decision for or against. This is useful in case of a badly chosen main motion for which either a “yes” or “no” vote would have undesirable consequences.