

# TOWN OF NORTHFIELD



Transcript of Articles in the Warrant for the

## **ANNUAL TOWN MEETING**

**Monday, June 29, 2020 at 5:00 p.m.**

## **SPECIAL TOWN MEETING**

**Monday, June 29, 2020 Immediately to Follow  
The Annual Meeting**

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TOWN OF NORTHFIELD



WARRANT

Annual Town Meeting

Monday, June 29, 2020

At 5:00 o'clock in the evening at Pioneer Valley Regional School  
97 F. Sumner Turner Drive

**Franklin, ss**

To any of the Constables of the Town of Northfield, in said County of Franklin, Commonwealth of Massachusetts.

**GREETINGS:**

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Northfield, who being qualified to vote in elections and Town affairs, to meet at Pioneer Valley Regional School, 97 F. Sumner Turner Drive, in said Northfield, on Monday, the twenty-ninth day of June, 2020 at 5:00 p.m.; then and there to act upon the enclosed articles, to wit:

In case all articles in the foregoing Warrant shall not be acted upon at the Meeting called for on Monday, June 29, 2020, to meet in Adjourned Sessions at such time and place as the meeting shall determine.

This site is accessible to the handicapped and designated parking is provided. If requested, at least one week before the meeting, warrants with large print can be available. Please call the Town Clerk's office at least one week before the Town Meeting at 413-498-2901 x12.

TOWN OF NORTHFIELD



WARRANT

Special Town Meeting

Monday, June 29, 2020

Immediately to Follow the Annual Town Meeting at  
Pioneer Valley Regional School, 97 F. Sumner Turner Drive  
Annual Town Meeting Started at 5:00PM  
There were 100 registered voters in attendance

**Franklin, ss**

To any of the Constables of the Town of Northfield, in said County of Franklin, Commonwealth of Massachusetts.

**GREETINGS:**

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Northfield, who being qualified to vote in elections and Town affairs, to meet at Pioneer Valley Regional School, 97 F. Sumner Turner Drive, in said Northfield, on Monday, the twenty-ninth day of June, 2020 immediately to follow Annual Town Meeting; then and there to act upon the enclosed articles, to wit:

In case all articles in the foregoing Warrant shall not be acted upon at the Meeting called for on Monday, June 29, 2020, to meet in Adjourned Sessions at such time and place as the meeting shall determine.

This site is accessible to the handicapped and designated parking is provided. If requested, at least one week before the meeting, warrants with large print can be available. Please call the Town Clerk's office at least one week before the Town Meeting at 413-498-2901 x12.

Report of the Finance Committee  
To the Citizens of Northfield:

The coming Fiscal Year will be challenging; however, the proposed budget is intended to sufficiently fund the current level of services and maintain the Town's financial health. As of this writing, the Commonwealth has not provided guidance to the cities and towns on the impact of state aid due to the pandemic. The budget we are presenting is based on the best information that we had available when it was drafted.

The Finance Committee's role is to advise voters of its recommendations on the Operating Budget and financial articles contained in this Warrant. These recommendations have been determined following several months of evaluation and careful consideration of all the materials provided by Town Departments, Boards, and Committees at several public open meetings. We are supporting the budget requests for FY 2021 because we feel they are reasonable and necessary to provide the services that are needed by our residents. We are recommending a Cost-of-living increase of 1.6% for our staff and employees which is consistent with some federal increases. If we are to maintain our trained, experienced workforce, we must pay competitive wages.

A prime concern of the Finance Committee is always balancing the needs of our various Departments, Board and Committees with the effect on our Tax Rate. We are also taking into consideration the working conditions for our employees including maintenance of the equipment that they use as well as their safety on the job. Supporting the requests contained in this Warrant may result in a minimal tax increase.

The PVRSD has reduced the Assessments to the 4 towns in our school district and we are recommending that payment as well as our assessment from the Franklin County Technical School attended by some of our students. The School Committees have the responsibility of determining their budget needs that are reflected in our assessment.

We are recommending all but one of the special Article requests in the Warrant as being essential at this time and the best use of available funds.

The Northfield Finance Committee:

Lois M. Stearns, Chairman;  
Dan Campbell, Vice Chairman;  
Sue Kaczinski

Tony Matteo  
Bernie Porada  
Jack Spanbauer

## TOWN OF NORTHFIELD FISCAL YEAR 2021 BUDGET SUMMARY

	FY2020	FY2021 REQUESTED	FINANCE COMMITTEE RECOMMENDED FY2021
<b>EXPENDITURES</b>			
Omnibus	8,358,044	8,342,072	8,342,072
Special Articles-FY21 General Fund	739,817	393,898	393,898
Special Articles-FY20-General Fund		0	0
Special Articles-FY21-Free Cash	0	238,363	238,363
ATM Special Articles-Other Funds	0	20,000	20,000
ATM Special Articles-Enterprise Funds	768,986	676,304	676,304
ATM Special Articles-CPA Funds	8,100	15,290	15,290
Reserved for CPA Fund	25,000	25,000	25,000
Cherry Sheet Charges	6,955	8,130	8,130
Cherry Sheet Offsets	5,251	3,785	3,785
Overlay	50,000	50,000	50,000
<b>AMOUNT TO BE APPROPRIATED</b>	<b>9,962,153</b>	<b>9,772,842</b>	<b>9,772,842</b>
<b>REVENUES</b>			
Cherry Sheet Receipts	485,185	367,306	367,306
Local Est Receipts	635,551	400,000	400,000
Estimated Revenue-CPA	25,000	25,000	25,000
Free Cash FY20 STM articles	391,690	0	0
Certified Free Cash Sewer (bal \$72,979)		0	0
Certified Free Cash EMS (bal \$128,343)		0	0
Certified Free Cash General Fund (bal \$238,364)		238,363	238,363
Surplus Overlay	0	0	0
Stabilization (bal \$1,371,683)	0	0	0
CPA (STM articles)	0	0	0
Enterprise Funds	672,202	644,304	644,304
Enterprise Funds-Transfer to General for Indirect	32,000	32,000	32,000
CPA Funds-Approp Fund Bals	33,100	15,290	15,290
Other Avail Funds (ATM articles)	0	20,000	20,000
<b>TOTAL EST RECEIPTS &amp; AVAILABLE FUNDS</b>	<b>2,274,728</b>	<b>1,742,263</b>	<b>1,742,263</b>
<b>AMOUNT TO BE RAISED BY TAXATION</b>	<b>7,687,425</b>	<b>8,030,579</b>	<b>8,030,579</b>
MAXIMUM ALLOWABLE LEVY 2 1/2	8,910,049	9,584,658	9,584,658
AMT UNDER MAXIMUM LEVY	(1,222,624)	(1,554,079)	(1,554,079)
OVERRIDE	0	0	0
OVERRIDE OR EXCLUSIONS REQUIRED	0	0	0
TAX RATE	\$16.61	\$16.65	\$16.65
TAX RATE AT LEVY LIMIT	\$19.12	\$19.87	\$19.87
<b>FULL AND FAIR CASH VALUE</b>	<b>465,924,66</b>	<b>482,358,218</b>	<b>482,358,218</b>

## GLOSSARY OF TERMS

**Appropriation:** An authorization to make expenditures and to incur obligations for specific purposes. An appropriation is granted by Town Meeting and is usually limited in time and amount as to when it may be expended. Any part of the general appropriation not spent or encumbered by June 30 automatically reverts to surplus, which may become Free Cash. A specific appropriation is carried forward from year to year until spent for the designated purpose or transferred by Town Meeting vote to another account.

**Assessed Valuation:** A valuation set upon real or personal property by the Board of Assessors as a basis for levying taxes.

**Budget:** A plan of financial operation consisting of an estimate of proposed expenditures for a given period and the means of financing them. The budget is voted in the spring at Town Meeting for the fiscal year that begins the following July 1st.

**Capital Budget:** A plan of proposed capital outlays and the means of financing them for the current year.

**Cherry Sheet:** An annual statement received from the Massachusetts Department of Revenue detailing estimated payments to the town for the next fiscal year and the estimated state and county government charges payable by the town. The Assessors in setting the tax rate use these amounts. The actual receipts and charges may vary from the estimates.

**Community Preservation Act (CPA):** The Town adopted the Community Preservation Act (CPA) in 2002. This Act allows the town to collect up to a 3% surcharge (Northfield has voted only 0.5%) on property tax bills (the funds can be matched up to 100% by the state when funds are available), which creates the Community Preservation Fund, to use for Community Preservation purposes. Each year, the town must appropriate, or reserve (but not necessarily spend), 10% of the funds for each of the three Community Preservation purposes: Open Space, Historic Resources, and Community Housing. The remaining 70% of the funds can be appropriated or reserved used for any of the three purposes and for Recreation and for administration.

**Debt Service:** Payment of interest and repayment of principal to holders of the Town's debt instruments.

**Fiscal Year:** A 12-month period, commencing July 1 and ending June 30, to which the annual budget applies. Fiscal years are often denoted FYXX with the last two numbers representing the calendar year in which it ends, for example FY18 is the fiscal year ended June 30, 2018.

**Free Cash:** Free cash is the portion of unreserved fund balance available for appropriation. It is not cash but rather is approximately the total of cash and receivables less current liabilities and earmarked reserves reduced also by reserves for uncollected taxes. This is also referred to as "available cash". The amount is certified annually by the Massachusetts Department of Revenue.

**General Fund:** The major town owned fund which is created with town receipts and which is charged with expenditures payable from revenues.

**Grant:** A contribution of assets by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually made for specific purposes.

**Line-Item Budget:** A format of budgeting that organizes costs by type of expenditure such as expenses, equipment, and salaries.

**Overlay:** The amount set aside to allow for uncollected property taxes. An amount for overlay is added to the appropriations and other charges. Overlay Surplus – see below.

Overlay Surplus: The unused amount of the overlay for prior years, which may be transferred, by vote of the Town, to the reserve account or used for extraordinary items.

Property Tax Levy: The amount produced by multiplying the assessed valuation of property by the tax rate. The tax rate is expressed “per thousand dollars” of assessed valuation.

Reserve Fund: Money set aside by Town Meeting to be allocated by the Finance Committee for extraordinary or unforeseen expenditures.

Stabilization Fund: A special reserve funded by Town Meeting for future expenditures.

**Terms associated with Proposition 2½:**

Debt or Capital Exclusion: The Town can assess taxes in excess of the levy limit by voting a debt exclusion or capital outlay exclusion. This amount does not become a permanent part of the levy limit base, but does allow the Town to assess taxes for a specific period of time in excess of the limit for payment of debt service costs or for payment of capital expenditures.

Excess Levy Capacity: The difference between the Town's tax levy limit and its actual tax levy for the current year. It is the additional tax levy that could be raised without asking for an override.

New Growth: The amount of property tax revenue that the Town can add to its allowable tax levy as a result of new construction, alterations, subdivisions or change of use which increases the value of a parcel of land by more than certain amounts.

Override: An amount, voted by the Town, which is permanently added to the levy limit. A majority vote of the Selectmen allows an override question to be put on the ballot. Override questions must be presented in dollar terms and must specify the purpose of the override. Overrides require a majority vote of approval by the Town.

Tax Levy Limit: The maximum amount of the tax levy for a period under the restrictions of Proposition 2½. It is calculated as the prior year limit plus new growth plus 2.5% of the prior year levy limit.



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TOWN OF NORTHFIELD



Commonwealth of Massachusetts

WARRANT FOR ANNUAL TOWN MEETING  
Monday, June 29, 2020

At 5:00 O'clock in the Evening  
At the Pioneer Valley Regional School, 97 F. Sumner Turner Rd.

**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 other action thereon or in relation thereto.

Submitted by the Selectboard

***MOTION: I move 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: ALEXANDER MEISNER

VOTE REQUIRED: **Passed / Unanimous**

NOTES: This article removes the requirement of the Moderator reading the entire warrant to Town Meeting at the start of the meeting.

**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 other action thereon or in relation thereto.

Submitted by the Selectboard

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

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: **Passed / Unanimous**

NOTES: This article authorizes Town Meeting to proceed and act on the recommendations of the Town Officers.

**ARTICLE 3:** 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; or take any other action thereon or in relation thereto.

Submitted by the Selectboard

***MOTION: I move the Town 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.***

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: **Passed / Unanimous**

NOTES: This article authorizes the Selectboard to apply for, accept, and use any funds that may be available to the Town under state or federal grants.

The Finance Committee recommends in favor of this Article.

**ARTICLE 4:** 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 7 and/or any other article of this Fiscal Year 2021 Annual Town Meeting, may be contingent upon the approval by the voters of an “override of Proposition 2 ½”; or take any other action thereon or in relation thereto.

Submitted by the Finance Committee

***MOTION: I move the Town approve that, upon exceeding the levy limit, any monies appropriated that exceed the Town Finance Committee recommendation under Article 7 and/or any other article of this Fiscal Year 2021 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: **Passed / Unanimous**

NOTES: This is called the “contingency article.” The Finance Committee has advanced a balanced operating and capital expense budget for the adoption of Town Meeting. If in the wisdom of Town Meeting, more money is appropriated than the proposal from the Finance Committee, then a special override vote may be needed to raise taxes to cover the added expenditures.

The Finance Committee recommends in favor of this Article.

**ARTICLE 5:** To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$7,838.21 to pay Fiscal Year 2019 unpaid bills as listed in the warrant, or take any other action relative thereon or in relation thereto.

<u>Vendor</u>	<u>Amount</u>	<u>Department</u>
KP/LAW	\$3,805.67	Legal

Washburn Vault Co.	\$1,395.00	Board of Health
Stipends	\$2600.54	Fire Department
Stipend	\$37.00	Constable
Manley Solutions	<u>\$149.94</u>	Town Hall Elevator
	\$7,988.15	

Submitted by the Selectboard

**MOTION: I move the Town transfer from Free Cash the sum of \$7,838.21 to pay unpaid Fiscal Year 2019 bills as listed in the warrant.**

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: FOUR-FIFTHS (PAYMENT OF A PREVIOUS FISCAL YEAR BILL) **Passed / Unanimous**

NOTES: Due to circumstances either the Town Hall received unpaid invoices from Fiscal Year 2019 after July 1, 2019 or some invoices failed to get paid.

The Finance Committee recommends this Article.

**ARTICLE 6:** To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$861.78 from the Sewer Enterprise Fund to pay Fiscal Year 2019 unpaid Sewer Department bills as listed in the warrant, or take any other action relative thereon or in relation thereto.

<u>Vendor</u>	<u>Amount</u>	<u>Department</u>
Home Depot	\$505.34	Sewer
All State Scale	\$195.00	Sewer
Fisher Scientific	<u>\$161.44</u>	Sewer
	\$861.78	

Submitted by the Sewer Commissioners

**MOTION: I move the Town transfer from the Sewer Enterprise Fund the sum of \$861.78 to pay unpaid Fiscal Year 2019 Sewer bills as listed in the warrant.**

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: FOUR-FIFTHS (PAYMENT OF A PREVIOUS FISCAL YEAR BILL) **Passed / Unanimous**

NOTES: Due to circumstances either the Sewer Department received unpaid invoices from Fiscal Year 2019 after July 1, 2019 or some invoices failed to get paid.

The Finance Committee recommends this Article

**ARTICLE 7:** To see if the Town will vote, under the provisions of the General Laws of Massachusetts, Chapter 41, §108, and any amendments thereto, to fix the salaries of all elected officials for Fiscal Year 2021, and raise and appropriate or transfer from available funds any sum or sums therefor, and further raise and appropriate or transfer from available funds 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 other action thereon or in relation thereto.

	<b>FY2020</b>	<b>FY2021</b>	<b>Finance</b>
	<b>Appropriation</b>	<b>Request</b>	<b>Committee</b>
<b>GENERAL GOVERNMENT</b>			<b>Recommends</b>
MODERATOR SALARY	61	62	62
MODERATOR EXPENSE	10	10	10
SELECTMEN SALARIES	6,578	11,047	11,047
SECRETARY SALARY	51,909	52,779	52,779
SELECTBOARD WAGES PT	0	9,021	9,021
SELECTBOARD EXPENSE	17,600	21,100	21,100
TOWN ADMIN SALARY	94,753	98,835	98,835
TOWN ADMIN EXPENSE	3,400	4,150	4,150
FINANCE COMMITTEE EXPENSES	1,555	1,576	1,576
RESERVE FUND	45,000	45,000	45,000
ACCOUNTANT SALARY	27,008	27,008	27,008
ACCOUNTANT EXPENSE	740	740	740
FINANCIAL ASSISTANT	7,483	18,590	18,590
ASSESSORS STIPENDS	6,040	6,137	6,137
ASSESSORS CLERK WAGES	37,638	40,420	40,420
ASSESSORS PROPERTY INSPECTOR	16,500	16,800	16,800
ASSESSORS EXPENSE	15,395	15,570	15,570
TREASURER SALARY	18,051	19,446	19,446
TREASURER EXPENSE	4,500	10,175	10,175
TAX COLLECTOR SALARY	18,051	19,446	19,446
TAX COLLECTOR EXPENSE	7,000	6,900	6,900
TOWN LEGAL EXPENSE	22,500	25,000	25,000
COMPUTER SUPPLY & SERVICE	63,500	71,000	71,000
TAX TITLE	2,300	2,300	2,300
COPY MACHINE SUPPLY/SERVICE	2,000	2,000	2,000
TOWN CLERK SALARY	38,902	40,420	40,420
TOWN CLERK EXPENSE	5,600	5,700	5,700
ELECTIONS & REGISTRATIONS	12,850	13,100	13,100
CONSERVATION COMMISSION EXPENSE	3,787	975	975
PLANNING BOARD EXPENSE	2,688	2,470	2,470
ZONING BOARD OF APPEALS EXPENSE	4,150	3,154	3,154
OPEN SPACE COMMISSION	1,400	1,400	1,400
AGRICULTURAL COMMISSION EXPENSE	800	800	800

TOWN HALL CUSTODIAN WAGES	18,329	18,626	18,626
BUILDING MAINTENANCE PERSON	40,781	42,370	42,370
TOWN HALL MAINTENANCE	61,700	60,800	60,800
TOWN REPORTS	600	1,000	1,000
TOWN CLOCK	175	175	175
<b>TOTAL</b>	<b>661,334</b>	<b>716,102</b>	<b>716,102</b>

### **PUBLIC SAFETY**

POLICE SALARIES & WAGES	358,989	361,240	361,240
POLICE OPERATING EXPENSE	56,530	58,192	58,192
FIRE DEPARTMENT STIPENDS	6,017	6,098	6,098
FIRE DEPARTMENT WAGES	50,376	51,182	51,182
FIRE DEPARTMENT OPERATING & MAINT	43,935	44,935	44,935
FIRE DEPARTMENT HOSE & EQUIPMENT	9,000	12,000	12,000
FIRE DEPARTMENT INSPECTION FEES	3,000	3,000	3,000
FIRE HYDRANTS	5,460	5,460	5,460
FIRE PONDS	3,000	3,000	3,000
BUILDING INSPECTOR SALARY	28,865	29,289	29,289
BUILDING INSPECTOR EXPENSE	1,550	1,350	1,350
GAS INSPECTIONS	2,500	500	500
PLUMBING INSPECTIONS	2,500	500	500
WIRE INSPECTIONS	3,000	500	500
CIVIL DEFENSE	4,000	4,310	4,310
ANIMAL CONTROL OFFICER	8,725	9,500	9,500
ANIMAL CONTROL EXPENSE	700	700	700
TREE DEPARTMENT EXPENSE	10,000	10,000	10,000
CONSTABLE WAGES	1,189	2,984	2,984
CONSTABLE EXPENSE	300	300	300
<b>TOTAL</b>	<b>599,636</b>	<b>605,039</b>	<b>605,039</b>

### **EDUCATION**

ELEMENTARY SCHOOL MAINTENANCE	12,500	0	0
SCHOOL COMMITTEE STIPENDS	759	771	771
PVRS ASSESSMENT	4,641,675	4,448,585	4,448,585
PVRS CAPITAL ASSESSMENT	16,161	0	0
FCTS OPERATING ASSESSMENT	462,216	462,069	462,069
FCTS CAPITAL ASSESSMENT	12,491	10,607	10,607
TUITION & TRANSPORT OUT OF DISTRICT	40,000	40,000	40,000
<b>TOTAL</b>	<b>5,185,802</b>	<b>4,962,032</b>	<b>4,962,032</b>

### **PUBLIC WORKS AND FACILITIES**

HIGHWAY SUPERINTENDENT EXPENSE	18,400	18,400	18,400
HIGHWAY DEPARTMENT WAGES	315,971	321,043	321,043
HIGHWAYS, BRIDGES & RAILS	200,000	225,000	225,000

OIL & STONING	70,000	100,000	100,000
HIGHWAYS TOOLS	1,260	1,260	1,260
SNOW REMOVAL EXPENSE	75,390	75,390	75,390
STREETLIGHTS	16,500	16,500	16,500
MACHINE & GARAGE MAINTENANCE	113,050	113,050	113,050
HIGHWAY BOUNDS, SURVEYS, LISTS	0	10,000	10,000
SOLID WASTE DISTRICT	11,900	13,221	13,221
TRANSFER STATION	143,152	178,152	178,933
CEMETERY WAGES & EXPENSE	30,000	30,000	30,000
<b>TOTAL</b>	<b>995,623</b>	<b>1,102,797</b>	<b>1,102,797</b>

**HEALTH AND HUMAN SERVICES**

BOARD OF HEALTH STIPENDS	2,768	2,812	2,812
SEPTIC INSPECTION FEES	1,500	1,500	1,500
BOARD OF HEALTH EXPENSE	7,146	7,290	7,290
SHARED HEALTH AGENT	12,130	12,432	12,432
REGIONAL NURSE	0	14,800	14,800
ANIMAL INSPECTOR	2,544	2,580	2,580
COUNCIL ON AGING	60,668	68,942	68,942
SOLDIERS RELIEF	30,000	30,000	30,000
<b>TOTAL</b>	<b>116,756</b>	<b>140,356</b>	<b>140,356</b>

**CULTURE, RECREATION, OTHER**

DICKINSON LIBRARY WAGES	129,355	133,199	133,199
DICKINSON LIBRARY EXPENSE	43,553	41,877	41,877
NFLD FARMS LIBRARY	700	700	700
RECREATION COMMISSION	7,435	7,473	7,473
RECREATION PROGRAM DIRECTOR	4,834	4,911	4,911
MAINTENANCE ATHLETIC FIELD	6,750	6,750	6,750
COMMUNITY PARK COMMISSIO EXPENSE	450	0	0
HISTORICAL COMMISSION	500	500	500
MAINTENANCE HISTORIC MARKERS	1,000	1,000	500
MEMORIAL DAY	2,000	2,000	2,000
VETERANS MEMORIAL COMMITTEE	1,000	1,000	1,000
FRCOG ASSESSMENT	27,538	27,833	27,833
VETERANS DISTRICT	6,528	7,129	7,129
<b>TOTAL</b>	<b>231,643</b>	<b>233,872</b>	<b>233,872</b>

**DEBT SERVICE**

INTEREST ON SHORT-TERM NOTES	0	0	
<b>TOTAL</b>	<b>0</b>	<b>0</b>	

**INSURANCE AND RETIREMENT**

COUNTY RETIREMENT INSURANCE & EMPLOYEE BENEFITS	180,126	188,753	188,753
<b>TOTAL</b>	<b>567,250</b>	<b>581,873</b>	<b>581,873</b>

<b>GRAND TOTAL</b>	<b>8,358,044</b>	<b>8,342,072</b>	<b>8,342,072</b>
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**FISCAL 2021 OMNIBUS BUDGET**

**MOTION: I move the Town, under the provisions of the General Laws of Massachusetts, Chapter 41, §108, and any amendments thereto, fix the salaries of all elected officials for Fiscal Year 2021, and raise and appropriate the sums therefore and the sums for the maintenance of the several departments of the Town in accordance with the amount recommended by the Finance Committee as shown in the final column of the Warrant, as a Grand Total of the Omnibus article of \$8,342,072**

MOTION BY: LOIS STEARNS

VOTE REQUIRED: **Passed / Unanimous**

NOTE: This Article advances the Operating Budget for the Town for the Fiscal Year that begins on July 1<sup>st</sup>. The Finance Committee has balanced the available revenue with the department requests and is advancing this budget for the approval of Town Meeting.

The Finance Committee recommends this article.

**ARTICLE 8:** To see if the Town will vote to amend The Town of Northfield General Bylaws, pursuant to the provisions of Section 53E½ of Chapter 44 of the Massachusetts General Laws, as amended, at Annual Town Meeting on May 7, 2018, Article 13 by inserting new categories to the revolving funds, for Gas, Plumbing and Wiring Inspections, specifying the departmental receipts to be credited to each fund, the departmental purposes or programs for which each fund may be expended, and the entity authorized to expend each fund, with the new language noted in italics, and to see if the Town will vote to fix the maximum amount that may be spent during fiscal year 2021 beginning on July 1, 2020 for the revolving funds established in the town by-laws for certain departments, board, committees, agencies, or officers in accordance with the provisions of M.G.L. c.44, §53E½, or take any other action thereon or in relation thereto:

Submitted by the Selectboard

<i>Revolving Fund</i>	<i>Authorized to Spend</i>	<i>Use of Funds</i>	<i>Revenue Source</i>	<i>FY21 Limit</i>
<i>Summer Playground Program</i>	<i>Recreation Commission</i>	<i>Activities</i>	<i>Fees Rec'd</i>	\$35,000
<i>Council on Aging Breakfast &amp; Lunch Program</i>	<i>Council on Aging Director</i>	<i>Senior Meals</i>	<i>Fees Rec'd</i>	\$5,000
<i>Recycling Fund</i>	<i>Board of Health</i>	<i>Recycling Costs</i>	<i>Fee's Received</i>	\$60,000
<i>Gas Inspection</i>	<i>Gas Inspector</i>	<i>Salaries &amp; Expenses</i>	<i>Inspection Fees</i>	\$5,000



<i>Plumbing Inspection</i>	<i>Plumbing Inspector</i>	<i>Salaries &amp; Expenses</i>	<i>Inspection Fees</i>	\$5,000
<i>Wiring Inspection</i>	<i>Wiring Inspector</i>	<i>Salaries &amp; Expenses</i>	<i>Inspection Fees</i>	\$5,000

**MOTION:** *Move that the Town vote to amend the Town of Northfield General Bylaws, pursuant to the provisions of Section 53E1/2 of Chapter 44 of the Massachusetts General Laws, by inserting the new categories to the revolving funds, for Gas, Plumbing and Wiring Inspections, specifying the departmental receipts to be credited to each fund, the departmental purposes or programs for which each fund may be expended, and the entity authorized to expend each fund, with the new language noted in italics, and to see if the Town will vote to fix the maximum amount that may be spent during fiscal year 2021 beginning on July 1, 2020 for the revolving funds established in the town by-laws for certain departments, board, committees, agencies, or officers in accordance with the provisions of M.G.L. c.44, §53E½, as per Article 13 of the Warrant for the May 7, 2018 Annual Town Meeting.*

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: TWO-THIRDS (BYLAW AMENDMENT) **Passed / Unanimous**

NOTE: This Article reauthorizes the annual spending limits on the existing revolving funds, and creates new revolving funds for Gas, Plumbing and Wiring accounts so that the fees paid for these services will be used to cover the costs associated with providing the services and not have to be estimated and appropriated under the tax levy each year.

The Finance Committee recommends this Article.

**ARTICLE 9:** 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	\$288,781
Expenses	\$ 85,500
Budgeted Surplus	\$ 0
Debt Principal	\$ 49,884
Debt Interest	\$ 6,000
<u>TOTAL:</u>	<u>\$430,165</u>

and that \$430,165 be raised as follows:

Department Receipts	\$329,660
Free Cash	\$ 21,607
Tax Levy	\$ 78,898
<u>TOTAL:</u>	<u>\$430,165</u>

or take any other action thereon or in relation thereto.

Submitted by the Selectboard

**MOTION: I move the Town appropriate the sum of \$430,165 to operate the Emergency Medical Services Enterprise Fund as set forth in Article 9, including \$55,884 for Debt and Interest.**

MOTION BY: ALEXANDER MEISNER

A motion was made to table Article 9. The motion to table failed 26 Yes, 36 No

VOTE REQUIRED: Passed /Majority

NOTES: This Article authorizes the “Enterprise Fund” of the Emergency Medical Services Department of the Town. It permits the use of dedicated funds collected for the services provided to be spent within the fiscal year for the expenses of operating the department.

The Finance Committee recommends this Article

**ARTICLE 10:** 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	\$ 1,689
Sewer Dept. Collector	\$ 4,004
Sewer Dept. Wages	\$123,039
Oper. & Maint. Sewer Plant	\$ 91,050
Reserve Fund	\$ 10,000
Maturing Debt – Principal	\$ 43,000
Maturing Debt – Interest	\$ 4,000
Transfer to General Fund	\$ 32,000
<u>TOTAL:</u>	<u>\$308,782</u>

and that \$308,782 be raised as follows:

Department Receipts	\$308,782
Tax Levy	-0-
<u>TOTAL:</u>	<u>\$308,782</u>

or take any other action thereon or in relation thereto.

Submitted by the Sewer Commission

**MOTION: I move the Town appropriate the sum of \$308,782 to operate the Sewer Enterprise Fund as set forth in Article 10.**

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: Passed / Unanimous

NOTES: This Article authorizes the “Enterprise Fund” for the operation of the Sewer Department. It permits the use of dedicated funds collected for the services provided to be spent within the fiscal year for the expenses of operating the sewer department.

The Finance Committee recommends this Article

**ARTICLE 11:** 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 an ambulance Cardiac Monitor for the Emergency Services Department, or take any other action relative thereon or in relation thereto.

Submitted by the Selectboard

**MOTION:** *I move that the Town vote to transfer \$37,000 from the Emergency Services Enterprise Fund to replace an ambulance Cardiac Monitor for the Emergency Services Department.*

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: **Passed / Majority**

NOTES: To replace the cardiac monitor in the ambulance as the current cardiac monitor has reached the end of its useful life and can no longer be serviced.

The Finance Committee recommends in favor of this Article.

**ARTICLE 12:** 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 the power unit on the “jaws of life” for the Fire Department, or take any other action thereon in relation thereto.

Submitted by the Selectboard

**MOTION:** *I move the Town raise and appropriate \$15,000 to replace the power unit on the “jaws of life” for the Fire Department.*

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: **Passed / Unanimous**

PASS/FAIL:

NOTES: To replace the battery unit and various equipment, including cords and hoses, to keep the “jaws of life” unit operational for Fire Department rescues requiring this equipment.

The Finance Committee recommends this Article

**ARTICLE 13:** 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 projects at the Northfield Elementary School.

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Item Description	Estimated amount per project
Repair, replace, bring to code wiring, communication and fire alarm systems	\$150,000
Repair/replace flooring	\$ 9,000

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or take any other action relative thereon or in relation thereto.

Submitted by the Selectboard

***MOTION: I move the Town transfer from free cash the sum of \$159,000 for projects at the Northfield Elementary School as presented in Article 18 of this warrant, including all costs incidental thereto.***

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: **Passed / Unanimous**

NOTES: This Article puts forth several projects that are related to the upkeep and maintenance of the Northfield Elementary School. To use with the funds from last year to complete the necessary electrical work as well as to repair the phone, intercom and clock systems at the school that are not working properly, and to update the Fire Alarm System as well as continue to replace carpet and tile in classrooms.

The Finance Committee recommends this Article

**ARTICLE 14:** To see if the Town will vote to appropriate for historic preservation purposes the sum of \$14,000 from the Community Preservation Fund balance for Historical Preservation and/or the Undesignated Fund balance to paint - after completion of the (insurance covered) repairs - the Steeple of the First Parish Church, or take any action relative thereto.

Submitted by the Community Preservation Committee

***MOTION: I move the Town vote to appropriate for historic preservation purposes the sum of \$14,000 from the Community Preservation Fund balance for Historical Preservation and/or the Undesignated Fund balance to paint - after completion of the (insurance covered) repairs - the Steeple of the First Parish Church, or take any action relative thereto.***

MOTION BY: LARA DUBIN, Community Preservation Committee

VOTE REQUIRED: **Passed / Unanimous**

NOTES: This article would provide funding to paint the Steeple of the First Parish Church. This project was determined to meet CPA Historical qualifications because the Town Clock is housed within this steeple and the church is included in the Northfield Main Street Historic District designated by the National Park Service's National Register of Historic Places. The steeple suffered serious weather damage this past winter and after these repairs have happened will be in need of repainting.

The Finance Committee recommends this Article

**ARTICLE 15:** To see if the Town will vote to appropriate for open space/recreation purposes the sum of \$1,290 from the Community Preservation Fund balance for Open Space/Recreation and/or the Undesignated Fund balance for the Brush Mt/Calvin Swan Homestead restoration project, or take any action relative thereto.

Submitted by the Community Preservation Committee

***MOTION: I move the Town will vote to appropriate for open space/recreation purposes the sum of \$1,290 from the Community Preservation Fund balance for Open Space/Recreation and/or the Undesignated Fund balance for the Brush Mt/Calvin Swan Homestead restoration project.***

MOTION BY: LARA DUBIN, Community Preservation Committee

VOTE REQUIRED: **Passed / Unanimous**

NOTES: This article would provide funding to refurbish the cellar hole and well runoff area at the Calvin Swan Homestead, to repair the extensive wet seepage area in the trail that circles behind the cellar holes, and to redirect water from eroding the nearby road. Calvin Swan was a noted freeborn African-American carpenter and sawmill owner in Northfield. The remains of his homestead are part of the Brush Mountain Conservation Area and are accessible by an old logging road (the original path of the MM Trail) from the parking area on Gulf Road.

The Finance Committee recommends this Article

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TOWN OF NORTHFIELD



Commonwealth of Massachusetts

WARRANT FOR SPECIAL TOWN MEETING  
Monday, June 29, 2020

Immediately to Follow the Annual Town Meeting  
At the Pioneer Valley Regional School, 97 F. Sumner Turner Rd.

**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 other action thereon or in relation thereto.

Submitted by the Selectboard

***MOTION: I move 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: ALEXANDER MEISNER

VOTE REQUIRED: **Passed / Unanimous**

NOTES: This article removes the requirement of the Moderator reading the entire warrant to Town Meeting at the start of the meeting.

**ARTICLE 2:** To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$1,000 to pay for Selectboard education/training and associated costs, or take any other action relative thereon or in relation thereto.

Submitted by the Selectboard

***MOTION: I move the Town vote to raise and appropriate the sum of \$1,000 to pay for Selectboard training and associated costs.***

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: **Passed / Unanimous**

NOTES: This Article would pay for a day of training (a retreat) for the full Selectboard, including all new members.

The Finance Committee recommends this Article

**ARTICLE 3:** To see if the Town will vote to appropriate a sum or sums of money to make improvements to Town Hall security or take any other action thereon or in relation thereto.

Submitted by the Selectboard

***MOTION: I move the Town vote to raise and appropriate the sum of \$15,000 to make improvements to Town Hall security.***

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: **Passed / Unanimous**

NOTES: This Article would provide funds to match a \$5,000 grant to purchase a new key card lock system for doors at the Town Hall.

The Finance Committee recommends this Article

**ARTICLE 4:** 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 pay for the purchase of a safe for the Treasurer/Collector's Office, or take any other action relative thereon or in relation thereto.

Submitted by the Selectboard

***MOTION: I move the Town raise and appropriate \$2,250 to pay for the purchase of a safe for the Treasurer/Collector's Office, including all costs incidental thereto.***

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: **Passed / Unanimous**

NOTES: This Article would provide funds to put in a locking safe for the storage of cash and checks that are in the care and custody of the Treasurer/Collector. This is a recommendation by the Auditor from the Town's most recent Audit.

The Finance Committee recommends this Article

**ARTICLE 5:** 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 use toward the installation and operation of an Electric Vehicle Charging Station, or take any other action relative thereon or in relation thereto.

Submitted by the Selectboard

***MOTION: I Move the vote to transfer \$20,000 from the Town Hall Electrical Project account to use for the installation and operation of an Electric Vehicle Charging Station.***

MOTION BY: ALEXANDER MEISNER



VOTE REQUIRED: **Passed / Majority**

NOTES: To provide funds to use toward the purchase of a EV Charging machine (2 chargers), installation and configuration of the charger; software for the operation and management of the charger; service plan and startup funds for the electric account.

The Finance Committee recommends this Article

**ARTICLE 6:** To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums to purchase a Police Cruiser and related equipment, or take any other action relative thereon or in relation thereto.

Submitted by the Selectboard

***MOTION: I move the Town raise and appropriate \$56,000.00 to purchase a Police Cruiser, including all costs incidental thereto.***

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: **Passed / Majority**

NOTES: This Article seeks the permission of the Town Meeting to purchase a new police cruiser, as is consistent with the Capital Improvement request Plan and the Police Vehicle Replacement Plan.

The Finance Committee recommends this Article

**ARTICLE 7:** To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums to purchase and install new 800 MHZ base station and microphones for the police and any necessary accessories thereto, or take any other action relative thereon or in relation thereto.

Submitted by the Selectboard

***MOTION: I move the Town vote to transfer from free cash the sum of \$10,018 to provide for the purchase and installation of new 800 MHZ base station and microphones for the police, and all necessary accessories thereto.***

MOTION BY: ALEXANDER MEISNER

**Motion was made to reduce the amount from \$10,018 to \$2,000**

**By Tracy Rogers**

**The motion with the reduced amount Passed / Majority**

VOTE REQUIRED: **The motion with the reduced amount Passed / Majority**

NOTES: The County emergency radio system is converting to digital technology to communicate, as opposed to the current analog system. These funds will purchase a new 800 MHZ base station and microphones on the new technology.

The Finance Committee recommends this Article

**ARTICLE 8:** 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 purchase and install a ventilation system for the Highway Garage, or take any other action relative thereon or in relation thereto.

Submitted by the Selectboard

***MOTION: I move the Town transfer from free cash the sum of \$35,000 for the purchase and installation of a ventilation system for the Highway Department, including all costs incidental thereto.***

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: **Passed / Unanimous**

NOTES: This Article would allow the Highway Department to purchase and install a ventilation system in the Town Garage to remove the fumes from the trucks running, painting and welding. The current fan is undersized. This is a recommendation from the inspection by the Town's insurance company.

The Finance Committee recommends this Article

**ARTICLE 9:** 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 the diesel fuel tank at the Highway Garage, or take any other action thereon in relation thereto.

Submitted by the Selectboard

***MOTION: I move the Town raise and appropriate \$10,000 to replace the diesel fuel tank at the Highway Garage.***

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: **Passed / Unanimous**

NOTES: This would replace the 35 year old, double wall tank at the Highway Garage due to age.

The Finance Committee recommends this Article

**ARTICLE 10:** 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 use toward an American Disabilities Act (ADA) evaluation or 504 Transition Plan, or take any other action relative thereon or in relation thereto.

Submitted by the Selectboard

***MOTION: I Move the vote to raise and appropriate, transfer from available funds, or otherwise provide \$10,000 to use toward the creation or update of an American Disabilities Act (ADA) evaluation or 504 Transition Plan.***

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: **Passed / Majority**

NOTES: This article will provide funds to use toward a grant match to create and/or update the Town's 504 Transition Plan as required by the ADA. Once the plan is written the Town will be eligible for grant funding to make handicap improvements to improve the Town's compliance with the ADA.

The Finance Committee recommends this Article

**ARTICLE 11:** 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 purchase and install a handicap accessible door opener/closer for the library, or take any other action relative thereon or in relation thereto.

Submitted by the Library Board of Trustees

***MOTION: I move that the Town transfer from free cash the sum of \$2,500 to provide for the purchase and installation of handicap accessible door opener/closer for the library.***

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: **Passed / Unanimous**

NOTES: The purchase and installation of the door open/closer would make the library more ADA accessible. This unit would be placed on the entry door at the lower level. This style of opener would not require a direct power source as it is powered by the motion of the door opening on a 4:1 power ratio.

The Finance Committee recommends this Article

**ARTICLE 12:** To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$5,000 to be used to fund activities related to the study of, or in furtherance of developing a business park in town, or take any other action thereon in relation thereto.

Submitted by the Selectboard

***MOTION: I move the Town raise and appropriate \$5,000 to be used to fund activities related to the study of, or furtherance of developing a business park in town***

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: **Passed / Unanimous**

NOTES: To use on a contingency basis to fund various activities required in the pursuit of research related to the development of a business park. These activities could include, but are not limited to, legal, survey, title work, etc.

The Finance Committee recommends this Article

**ARTICLE 13:** To see if the Town will vote to appropriate a sum or sums of money for use by the 350<sup>th</sup> Anniversary Committee in planning and executing the Town's 350<sup>th</sup> Anniversary celebration, or take any other action thereon or in relation thereto.

Submitted by the 350<sup>th</sup> Anniversary Committee

**MOTION:** I move the Town vote to raise and appropriate the sum of \$5,000 for use by the 350<sup>th</sup> Anniversary Committee in planning and executing the Town's 350<sup>th</sup> Anniversary celebration.

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: **Passed / Unanimous**

NOTES: To pay for expenses incurred in purchasing supplies, making deposits, etc. in anticipation of celebrating the Town's 350<sup>th</sup> Anniversary in 2023.

The Finance Committee recommends this Article.

**ARTICLE 14:** To see if the Town will vote pursuant to M.G.L. c.40, §15A to transfer Parcel 44 Lot A13-1, 0.5 acres on Gulf Road, from the Tax Title Custodian to the Selectboard for purpose of conveyance, or take any other action relative thereon or in relation thereto.

Submitted by the Selectboard

**MOTION:** I move that pursuant to M.G.L. c.40, §15A the Town transfer Parcel 44 Lot A13-1, 0.5 acres on Gulf Road, from the Tax Title Custodian to the Selectboard for purpose of conveyance.

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: TWO-THIRDS (PROPERTY RIGHTS) **Passed / Unanimous**

NOTES: The Town currently owns the property, which is held by the Tax Title Custodian for purposes of auction. However, the Town could by warrant article seek Town Meeting approval to transfer the property from the Tax Title Custodian to the Selectboard for purpose of conveyance. (M.G.L. c.40, §15A). If the value of the property is less than \$35,000, M.G.L. c.30B does not apply, and the Town can sell it without soliciting proposals if Town Meeting approves the

article. If the value was \$35,000 or greater, the Town would have to solicit proposals under M.G.L. c.30B, §16. Parcel Id 44 A13 1 – Gulf Road .5 acres – land value = \$2100

**ARTICLE 15:** To see if the Town will vote to authorize the Selectboard to enter into an agreement for payment in lieu of taxes pursuant to G.L. c. 59, s. 38H(b), or any other enabling legislation, for taxes attributable to the one Megawatt Solar facility on such terms and conditions and for a term of years as the Selectboard deems in the best interest of the Town, and take any action necessary or convenient for the implantation and administration of such agreement; or take any action in relation thereto.

Submitted by the Board of Assessors

***MOTION: I move the Town authorize the Selectboard to enter into an agreement for payment in lieu of taxes pursuant to G.L. c. 59, s. 38H(b), and Chapter 164, Section 1, or any other enabling legislation, between the Town and/or its successors or assigns, for real and/or personal property for taxes attributable to the one Megawatt Solar facility, installed and operated in Town on an approximate five acre portion of a parcel, or parcels of land, located at 50 Upper Farms Road, Northfield, Massachusetts, on such terms and conditions, and for a term of years as the Selectboard deems in the best interest of the Town, and further to authorize the Selectboard take any action necessary or convenient for the implementation and administration of the vote taken hereunder.***

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: **Passed / Unanimous**

NOTES: This Article gives the Selectboard the authority to sign a negotiated Payment in lieu of taxes agreement on this solar project.

**ARTICLE 16:** To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums to fund a financial audit ,or take any other action thereon or in relation thereto.

Submitted by the Selectboard

***MOTION: I move the Town raise and appropriate \$16,000 to fund a financial audit of Fiscal Year 2020, including all costs incidental thereto.***

MOTION BY: ALEXANDER MEISNER

VOTE REQUIRED: **Passed / Unanimous**

NOTES: This Article funds an independent audit of the Town’s financial accounts, reports, and fiscal operations for Fiscal Year 2020. Audited financial statements are a requirement for issuing general obligation bonds.

The Finance Committee recommends this Article

**ARTICLE 17:** 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 deposit into the Town's OPEB Trust Fund.

Submitted by the Selectboard

***MOTION: I move the Town transfer from free cash the sum of \$75,000 to deposit into the Town's OPEB Trust Fund.***

MOTION BY: LOIS STEARNS

VOTE REQUIRED: **Passed / Unanimous**

NOTES: This Article would provide funds for the third year the Town would be contributing to the Town's Trust Fund to meet future OPEB payout obligations.

The Finance Committee recommends this Article

**ARTICLE 18:** To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums to the Stabilization Fund, as established in accordance with the provisions of Massachusetts General Law, Chapter 40, Section 5B, or take any other action thereon or in relation thereto.

Submitted by the Selectboard

***MOTION: I move the Town raise and appropriate \$100,000 to be deposited in the Town's Stabilization Fund.***

MOTION BY: LOIS STEARNS

VOTE REQUIRED: **Passed / Unanimous**

NOTES: The Stabilization Fund is Northfield's "savings account" for the future needs of the Town. It is vitally important to the financial health of the Town to provide for the future.

The Finance Committee recommends in favor of this Article.

**ARTICLE 19:** To see if the Town will reserve from the FY 2021 Community Preservation Fund the following estimated amounts be set aside from estimated annual revenue: the sum of 5% (\$1,250) for administrative expenses; 10% (\$2,500) for open space purposes; 10% (\$2,500) for historic preservation; 10% (\$2,500) for affordable housing; and the remaining 65% (\$16,250) to the FY 2021 Community Preservation Fund budgeted reserve; or take any action relative thereto.

Submitted by the Community Preservation Committee

***MOTION: I move the Town reserve from the FY 2021 Community Preservation Fund the following estimated amounts be set aside from estimated annual revenue: the sum of 5% (\$1,250) for administrative expenses; 10% (\$2,500) for open space purposes; 10% (\$2,500)***

**for historic preservation; 10% (\$2,500) for affordable housing; and the remaining 65% (\$16,250) to the FY 2021 Community Preservation Fund budgeted reserve.**

MOTION BY: LARA DUBIN, Community Preservation Committee

VOTE REQUIRED: **Passed / Unanimous**

NOTES: This article is in compliance with Massachusetts General Law that requires the reserving of certain percentages of the Community Preservation Act funds for specific purposes. This is done annually at Town Meeting. "Estimated annual revenue" is the total of the amount to be collected in the upcoming fiscal year, i.e. FY 2021, under the local surcharge and the November state matching funds for the prior fiscal year.

The Finance Committee recommends this Article

**ARTICLE 20:** To see if the Town will vote to appropriate a sum or sums of money to make repairs to the Charles Preston Memorial located in Town Hall, or take any other action thereon or in relation thereto.

Submitted by Town Hall Master Planning Committee

**MOTION:** *I move the Town vote to raise and appropriate the sum of \$7,000 to make repairs to the Charles Preston Memorial located in Town Hall.*

MOTION BY: STEPHEN SERENDYNSKI, Town Hall Master Planning Committee

VOTE REQUIRED: **Passed / Majority**

NOTES: This Article would provide funding to repair the aging and damaged Charles Preston Memorial plaque that is located in the main entry way of the Town Hall.

The Finance Committee does not recommend this Article

**ARTICLE 21:** To see if the Town will vote to authorize the Select Board to formally request the Federal Energy Regulatory Commission (FERC) to require – via license article – the current and all subsequent owners of the Northfield Mountain Pump Storage Project and the Turners Falls Hydroelectric Project to: (1) modify current and ongoing dam and water uptake and discharge operations to minimize peaking; (2) provide for ongoing monitoring at all water levels; (3) develop a shoreline adaptive management plan; (4) commit funding for river bank restoration on the Connecticut River and its tributaries; and (5) commit funding for protective archaeological mitigation and preservation efforts; and (6) commit funding to compensate public & private landowners for property damage by project induced erosion, including farming irrigation infrastructure losses.

Submitted by the Historical Commission

**MOTION:** *I move the Town authorize the Select Board to formally request the Federal Energy Regulatory Commission (FERC) to require – via license article – the current and all subsequent owners of the Northfield Mountain Pump Storage Project and the Turners Falls*

**Hydroelectric Project to: (1) modify current and ongoing dam and water uptake and discharge operations to minimize peaking; (2) provide for ongoing monitoring at all water levels; (3) develop a shoreline adaptive management plan; (4) commit funding for river bank restoration on the Connecticut River and its tributaries; and (5) commit funding for protective archaeological mitigation and preservation efforts; and (6) commit funding to compensate public & private landowners for property damage by project induced erosion, including farming irrigation infrastructure losses.**

MOTION BY: HISTORICAL COMMISSION

VOTE REQUIRED: **Passed / Unanimous**

NOTES: This article authorizes the Selectboard to formally request the Federal Energy Regulatory Commission (FERC) to act on the above and requests as part of the relicense for the Hydro Electric operations on the Connecticut River and its tributaries. This article requires no monies from the town budget and is supported by the Northfield Historical Commission.

**ARTICLE 22:** To see if the Town will adopt the resolution outlined in Appendix 2 of this document, to wit.

### **RESOLUTION**

**WHEREAS** the efficient administration of Town affairs is achieved through the largely voluntary assumption of official responsibilities by elected or appointed officers combined with the loyal and faithful service of salaried employees, and

**WHEREAS** certain persons have, during the calendar year of 2019, concluded periods of service during which they have made substantial contributions to the public weal,

**BE IT RESOLVED** that the names and nature of service of the following named persons be herewith noticed and recorded in the minutes of this Annual Town Meeting of 2020 in grateful recognition of their work on behalf of the Town,

or take any other action relative thereto.

Submitted by the Selectboard

**MOTION: I move the Town adopt the resolution outlined in Appendix 2 of the Town Meeting Warrant document.**

MOTION BY:

VOTE REQUIRED: **Passed / Unanimous**

NOTES: This article seeks to recognize and express the Town's gratitude for the service rendered by the parties listed in Appendix 2 of this document.



## 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 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 cannot 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 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 is not 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.

## APPENDIX 2: A Resolution of Gratitude

**WHEREAS** the efficient administration of Town affairs is achieved through the largely voluntary assumption of official responsibilities by elected or appointed officers combined with the loyal and faithful service of salaried employees, and,

**WHEREAS** certain persons have during the calendar year of 2019 concluded periods of service during which they have made substantial contributions to the public weal,

**BE IT RESOLVED** that the names and nature of service by the following named persons be herewith noticed and recorded in the minutes of this Annual Town Meeting of 2020 in grateful recognition of their work on behalf of the Town:

Agricultural Commission	Jerry Wagener, Dave Kalinowski
Building Utilization Committee	Chad Glover, Kathy Wright, Tom King
Community Park	Julia Blyth
Community Preservation Committee	Carol Lebo
Conservation Commission	Adam Senser, Joan Deely, Charles Eiseman
Council on Aging	Laura Robinson, Gina Froment, Gwen Trelle, Bill McGee
Cultural Council	Mandy Lyn Sweet-Antes
Election Officer	Joel Fowler
Electronic Communications & Cable TV	Homer Stavely
Emergency Services Facility Committee	Kevin Gray
Finance Committee	Bonnie Tucker L'Etoile
Financial Assistant	Tracey Baronas, Deb Lee
Fire Department	Don Morin
H.E.A.R.T.	Julia Blyth, Tony Matteo, Cheryl George
Historical Commission	Melissa Barton, Sue Ross
Non-Partisan Caucus	Kim Farmer
Pioneer Valley Regional School Committee	Robin L'Etoile
Planning Board	Rich Fitzgerald
Recreation Commission	Bridget Hammond, Matthew Sheridan
Selectboard	Julia Blyth
Senior Center Director	Heather Tower
Sewer Department	John Little
Stewardship Advisory Committee	Katherine Johnson
Treasurer/Collector	Mary Stokarski
Trust Fund Committee	Mary Jane Porter
Zoning Board of Appeals	Bill Forest

TOWNSPEOPLE OF NORTHFIELD  
JUNE, 2020

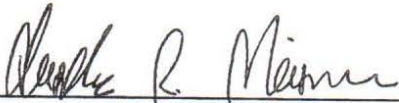
**APPENDIX 3 – FINANCE COMMITTEE'S RECOMMENDATIONS (SOURCES OF FUNDS)**


Article No.	Purpose	Department	Requested	Finance Committee Recommends	Raise & Appropriate	Free Cash	Enterprise	Other Available Funds	Community Preservation Funds
<b>ATM</b>									
1	Waive Reading	Selectboard	X	X					
2	Accept Reports	Selectboard	X	X					
3	Accept & Apply Grants	Selectboard	X	X					
4	Prop 2 1/2 Contingency	Finance Com	X	X					
5	FY2019 Invoices	Selectboard	7,988.15	7,988.15		7,988.15			
6	FY2019 Sewer Invoices	Sewer	861.78	861.78			861.78		
7	Omnibus	Finance	8,342,072.28	8,342,072.28	8,342,072.28				
8	Revolving Funds	Selectboard	X	X					
9	EMS Enterprise	EMS	416,483.00	430,165.00	78,898.00	21,607.00	329,660.00		
10	Sewer Enterprise	Sewer	308,376.00	308,782.00			308,782.00		
11	Cardiac Monitor	EMS	37,000.00	37,000.00			37,000.00		
12	Fire Dept. Power Unit	Fire	15,000.00	15,000.00		15,000.00			
13	NES Capital Projects	Selectboard	159,000.00	159,000.00	159,000.00				
14	CPC Church Steeple	CPC	14,000.00	14,000.00					14,000.00
15	CPC Calvin/Swan Home	CPC	1,290.00	1,290.00					1,290.00
<b>STM</b>									
1	Waive Reading	Selectboard	X	X					
2	Selectboard Training	Selectboard	1,000.00	1,000.00		1,000.00			
3	Town Hall Security	Selectboard	15,000.00	15,000.00		15,000.00			
4	Treasurer/Collector Safe	Selectboard	2,250.00	2,250.00		2,250.00			
5	EV Charger	Selectboard	20,000.00	20,000.00				20,000.00	
6	Police Cruiser	Police	56,000.00	56,000.00	56,000.00				
7	Police Radios	Police	10,018.00	10,018.00		10,018.00			
8	Highway Ventilation	Selectboard	35,000.00	35,000.00		35,000.00			
9	Highway Diesel Fuel Tank	Selectboard	10,000.00	10,000.00		10,000.00			
10	ADA Plan Matching Funds	Selectboard	10,000.00	10,000.00		10,000.00			
11	Library Door Opener	Selectboard	2,500.00	2,500.00		2,500.00			
12	Business Park	Selectboard	5,000.00	5,000.00		5,000.00			
13	350th Committee	350th Committee	5,000.00	5,000.00		5,000.00			
14	Land of Low Value	Selectboard	X	X					
15	Solar PILOT	Assessors	X	X					
16	Financial Audit	Selectboard	16,000.00	16,000.00		16,000.00			
17	OPEB Trust Fund	Selectboard	75,000.00	75,000.00		75,000.00			
18	Stabilization	Selectboard	100,000.00	100,000.00	100,000.00				
19	CPC Fund	CPC	25,000.00	25,000.00					25,000.00
20	Charles Preston Memorial	TH Master Planning	7,000.00	7,000.00		7,000.00			
21	FERC Relicensing	Historical Comm	X	X					
22	Resolution								
	<b>Total:</b>		9,710,927.21	9,710,927.21	8,735,970.28	238,363.15	676,303.78	20,000.00	40,290.00

You are directed to serve these Warrants by posting copies thereof attested to by you in writing in each of six public places in the Town at least fourteen days before the time for holding the meetings called for in the Warrants. Herefore fail not, and make due return of these Warrants, with your doings thereon, to the Town Clerk of said Town on or before the 15<sup>th</sup> day of June, 2020.

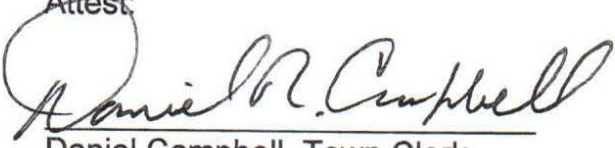
Given under our hands this 8th day of June in the year two thousand and twenty.

THE SELECTBOARD

  
\_\_\_\_\_  
Alexander R. Meisner, Chair

  
\_\_\_\_\_  
Heath F. Cummings, Clerk

\_\_\_\_\_  
Tracy A. Rogers

Attest:  
  
\_\_\_\_\_  
Daniel Campbell, Town Clerk

June 9, 2020  
\_\_\_\_\_  
Date

Franklin, SS

Pursuant to the within Notice Posting, I have notified and warned the inhabitants of the Town of Northfield by posting up attested copies of the same at the Town Hall, U.S. Post Office in Northfield; the Dickinson Memorial Library; the Field Library, Northfield Farms and the VFW, West Northfield, in said Town fourteen (14) days at least before date hereof, as within directed.

\_\_\_\_\_  
Constable of Northfield

\_\_\_\_\_  
Date

**MAY REMOVE AFTER JUNE 29, 2020**

