

# TOWN OF NORTHFIELD



Transcript of Articles in the Warrant for the

## **ANNUAL TOWN MEETING**

**Monday, May 6, 2019 at 7:00 p.m.**

Pioneer Valley Regional School  
97 F. Sumner Turner Road

and

## **ELECTION WARRANT**

**Tuesday, May 7, 2019**

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

Northfield Town Hall  
69 Main Street

---

---

## **TABLE OF CONTENTS**

Call to the Annual Town Meeting

Finance Committee Report

Budget Summary based on Finance Committee Recommendations

Glossary of Terms

Annual Town Meeting Articles

Election Warrant

Appendix 1- Parliamentary Procedures

Appendix 2- Resolution of Gratitude

Appendix 3- Finance Committee Recommended Sources of Funds

TOWN OF NORTHFIELD



WARRANT

Annual Town Meeting

Monday, May 6, 2019

At 7:00 o'clock in the evening at Pioneer Valley Regional School  
97 F. Sumner Turner Road

**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 the Pioneer Valley Regional School, 97 F. Sumner Turner Road, in said Northfield, on Monday, the sixth day of May, 2019 at 7:00 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, May 6, 2019, to meet in Adjourned Sessions at such time and place as the meeting shall determine.

This building 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  
Report of the Finance Committee

To the Citizens of Northfield:

Massachusetts General Law requires that a Town of our size have a Finance Cte. whose responsibility it is to make recommendations to the voters. Our recommendations are within the attached Annual Town Meeting Warrant for Fiscal Year 2020. Again as required by Law, we are presenting a balanced budget. The process that we followed is that in January through March, we met individually with our Department heads and Chairs of various Boards and Committees to give them an opportunity to present and explain their financial needs for FY '20. All who request funding are well aware of their responsibilities, both to their segment of Town Government and to the Town as a whole. A prime concern always is balancing the needs presented to us with the effect on our Tax Rate. We consider our employees who provide our Town Services; we consider their working conditions, we consider the safety of those employees in regard to the equipment they use, the vehicles used in their jobs, the protection they are afforded and the benefits available to them.

We also consider the service to the Town provided by each Department, Board and Committee and try to prioritize what we perceive as the greatest need for this particular year. We consider our municipal buildings: Town Hall, Elementary School, Fire Station, Library, Highway Garage as well as the rented EMS space and our share of the maintenance of the PVRSD building. We include money for the maintenance of our several cemeteries. We have the Sewer Facility which serves a portion of our community and is funded by those users.

We believe that the requests for funding that we have received from our Departments t are reasonable and justified. We are recommending a 3.0% Cost of Living increase in wages and stipends which has been included in the budgets accordingly. Other increases in wages reflect Step Increases as shown in the Town's Pay Plan. If we are to retain our trained, experienced employees, we must pay competitive wages.

We belong to two School Districts: The Pioneer Valley Regional School District is comprised of 4 Towns—Bernardston, Leyden, Warwick and Northfield. Also we are one of 19 Towns in the Franklin County Technical School District. Our assessments are included in our operating budget. This year the Selectboards and the Finance Committees of the 4 Towns in the PVRSD met in October, January and March and have presented a unified position to the PVRSD School Committee and Administration regarding our towns' assessments. We have agreed to recommend to our voters, the final assessment figures that we have been given. District-wide, this amounts to an increase over last year of 1.65%. Within this, Northfield's share decreased by .16% due to a decline in enrollment. This year's assessment also includes within the preceding figures, each town's share of the borrowing that was necessitated by a deficit for FY '18. We have asked the School Committee and Administration to apply any savings due to school closings to reducing those assessments. We expect to continue quarterly meetings of this 4-town group to discuss other areas of mutual concern as well as schools.

In addition to our Operating Budget, we are recommending funding of many of the Capital requests from our various Departments as well as funding to continue to upgrade and maintain our Town buildings. These requests are addressed as special Articles on the Warrant. We continue to update annually our 5-year Capital Request Plan.

We determine as best we can, what amount of money we will have available from various sources. We then decide which Capital Requests we can support. Funding for these recommendations comes from a limited amount of State Aid, the appropriation of funds and from Free Cash, which is derived from unexpended appropriated money from the prior year.

For many years, we operated with very little savings which are represented by the "Stabilization Account." In recent years, we have put money into this account and we feel we need to continue saving as much as we can for future emergencies; again with consideration for the effect on the Tax Rate. Last year at Town Meeting, an account was established to start funding OPEB (Other Post-employment Benefits) which the state requires. It pertains to future benefits for our retirees. We are not current with those payments so need to invest annually.

We, as the Town's Finance Committee, have put a great deal of thought and time into acquiring the information supporting the recommendations that we are presenting to you. We would appreciate voter support for our recommendations; the decisions rest with the voters.

The Northfield Finance Committee:

Lois M. Stearns, Chairman

Dan Campbell, Vice Chairman

Sue Kaczinski

Bonnie Tucker L'Etoile

Anthony Matteo

Bernie Porada

Bethany Walker, Sec'y

**TOWN OF NORTHFIELD FISCAL YEAR 2020 BUDGET SUMMARY**

	FY2019	FY2020 REQUESTED	FINANCE COMMITTEE RECOMMENDED FY2020
<b>EXPENDITURES</b>			
Total Appropriations	<b>10,099,559.00</b>		
Omnibus		8,366,503.00	8,415,385.00
Special Articles-Current FY- General Fund		0.00	0.00
Special Articles-New FY- General Fund		759,817.00	739,817.00
ATM Special Articles-Other Funds		0.00	0.00
ATM Special Articles-Enterprise Funds		766,711.00	768,986.00
ATM Special Articles-CPA Funds		8,100.00	8,100.00
Reserved for CPA Fund		25,000.00	25,000.00
Cherry Sheet Charges	7,278.00	6,675.00	6,675.00
Cherry Sheet Offsets	4,284.00	5,000.00	5,000.00
Overlay	50,000.00	50,000.00	50,000.00
<b>AMOUNT TO BE RAISED</b>	<b>10,161,121.16</b>	<b>9,987,806.00</b>	<b>10,018,963.00</b>
<b>REVENUES</b>			
Cherry Sheet Receipts	465,120.00	482,283.00	482,283.00
Local Est. Receipts	514,000.00	514,000.00	514,000.00
Estimated Revenue-CPA	25,000.00	25,000.00	25,000.00
Free Cash FY18 articles	16,783.00		
Free Cash FY19 STM articles	530,442.00		
Certified Free Cash Sewer (bal \$242,527)			
Certified Free Cash EMS (bal \$90,243)			
Certified Free Cash General Fund bal \$391,690)		391,690	391,690
Surplus Overlay (STM Articles)			
Surplus Overlay			
Stabilization (bal \$1,048,094			
CPA Funds (STM articles)			
Enterprise Funds (STM articles)			
Enterprise Funds	403,371.00	669,927.00	672,202.00
Enterprise Funds-Transfer to General for indirect	32,000.00	32,000.00	32,000.00
CPA Funds-Approp Fund Bals	55,950.00	33,100.00	33,100.00
Other Avail Funds (STM articles)	16,210.00	0.00	0.00
Other Avail Funds (ATM articles)	15,290.00		
<b>TOTAL EST RECEIPTS &amp; AVAILABLE FUNDS</b>	<b>2,074,166.00</b>	<b>2,148,000.00</b>	<b>2,150,275.00</b>
AMOUNT TO BE RAISED BY TAXATION	8,086,955.00	7,872,906.00	7,868,688.00
MAXIMUM ALLOWABLE LEVY 2 1/2	8,668,951.00	8,910,049.00	8,910,049.00
AMT UNDER MAXIMUM LEVY	(581,996.00)	(1,037,143)	(1,041,285.00)
OVERRIDE	0.00	0.00	0.00
OVERRIDE OR EXCLUSIONS REQUIRED	0.00	0.00	0.00
TAX RATE	\$17.41	\$16.90	\$16.89
TAX RATE AT LEVY LIMIT	\$18.66	\$19.12	\$19.12
<b>TOTAL VALUATION</b>	<b>464,524,676.00</b>	<b>465,924,676.00</b>	<b>465,924,676.00</b>

Note: Information for FY20 is a projection based on estimates. Based on assumptions contained in this model, approximately \$50,000 represents \$0.11 on the tax rate.

## 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.



## Index of Articles for the Town Meeting – MOTION Version

Article	Purpose	Submitted By	Page
<b>1</b>	Waive Reading of the Warrant	Selectboard	11
<b>2</b>	Accept Town Reports	Selectboard	11
<b>3</b>	Apply & Accept State and Federal Grants	Selectboard	12
<b>4</b>	Pay Prior Year's Bill	Selectboard	12
<b>5</b>	Proposition 2 ½ Contingency	Finance Committee	12
<b>6</b>	Omnibus	Finance Committee	13
<b>7</b>	EMS Enterprise Fund	Selectboard	16
<b>8</b>	Sewer Enterprise Fund	Sewer Commission	17
<b>9</b>	Sewer Lines	Sewer Commission	18
<b>10</b>	Sewer Controls	Sewer Commission	18
<b>11</b>	Town Hall Kitchen	Selectboard	19
<b>12</b>	Town Hall Technology	Selectboard	19
<b>13</b>	Police Cruiser	Selectboard	20
<b>14</b>	Police Radios	Selectboard	20
<b>15</b>	Emergency Services Facility	Selectboard	20
<b>16</b>	Fire Department SCBA Tanks	Selectboard	21
<b>17</b>	Northfield Elementary School Maintenance	Selectboard	21
<b>18</b>	PVRS Capital Project	Selectboard	22
<b>19</b>	Highway Department Truck	Selectboard	22
<b>20</b>	OPEB Audit	Selectboard	23
<b>21</b>	OPEB Trust Fund	Selectboard	23
<b>22</b>	Financial Audit	Selectboard	24
<b>23</b>	Financial Cloud Services	Selectboard	24
<b>24</b>	Stabilization Fund	Selectboard	25
<b>25</b>	Community Preservation	Community Preservation	25

<b>26</b>	Community Preservation – Library Doors	Community Preservation	26
<b>27</b>	Community Preservation – Recreation Shed	Community Preservation	26
<b>28</b>	Open Space Plan	Open Space Committee	27
<b>29</b>	Appraisal Services	Board of Assessors	27
<b>30</b>	Payment in Lieu of Taxes	Board of Assessors	28
<b>31</b>	Recycling Contract	Selectboard	28
<b>32</b>	Heavy Vehicle Restriction Bylaw	Selectboard	29
<b>33</b>	Board of Selectmen Official Name Change/Number of Selectboard Members	Town Governance Committee	29
<b>34</b>	Municipal Light Plant	Selectboard	30
<b>35</b>	Indigenous People's Day	Citizen Petition	31
<b>36</b>	Commonwealth Seal and Motto	Citizen Petition	31
<b>37</b>	Resolution	Selectboard	32

TOWN OF NORTHFIELD



Commonwealth of Massachusetts

WARRANT FOR ANNUAL TOWN MEETING  
Monday, May 6, 2019

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

**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.

Requested 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: TRACY ROGERS

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

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.

Requested 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: JULIA BLYTH

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

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.

Requested 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: ALEX MEISNER

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

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 raise and appropriate, transfer from available funds, or otherwise provide a sum of \$8,599.03 to pay Fiscal Year 2018 unpaid technology bills, or take any other action relative thereon or in relation thereto.

Requested by the Selectboard

***MOTION: I move the Town transfer from Free Cash the sum of \$8,599.03 to pay unpaid Fiscal Year 2018 Town Hall Technology invoices.***

MOTION BY: TRACY ROGERS

VOTE REQUIRED: 9/10ths vote to approve payment of a previous fiscal year bill.

PASS/FAIL: PASSED

NOTES: The Town Hall received unpaid invoices from Fiscal Year 2018 after July 1, 2018.

The Finance Committee recommends in favor of this Article.

**ARTICLE 5:** 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 6 and/or any other article of this Fiscal Year 2020 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.

**MOTION:** *I move the Town approve that, upon exceeding the levy limit, any monies appropriated that exceed the Town Finance Committee recommendation under Article 6 and/or any other article of this Fiscal Year 2020 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

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 6:** 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 2020, 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.

**FISCAL 2020 OMNIBUS BUDGET**

<b>GENERAL GOVERNMENT</b>	<b>FY19 Appropriation</b>	<b>FY20 Requested</b>	<b>Finance Committee Recommends</b>
MODERATOR SALARY	59	59	61
MODERATOR EXPENSE	10	10	10
SELECTMEN SALARIES (Chair \$2,282; Member \$2,198)	6,386	6,386	6,578
TOWN ADMINISTRATOR SALARY	94,530	92,000	94,753
SECRETARY SALARY	48,949	48,949	51,909
SELECTMEN EXPENSE	17,060	17,600	17,600
TOWN ADMINISTRATOR EXPENSE	3,698	3,400	3,400
FINANCE COMM EXPENSE	1,500	1,500	1,554
RESERVE FUND	45,000	45,000	45,000
ACCOUNTANT SALARY	35,159	26,400	27,008
ACCOUNTANT EXPENSE	695	740	740
FINANCIAL ASSISTANT	7,193	7,193	7,483
ASSESSORS SALARIES (Chair \$2,208; Member \$1,984)	5,864	5,864	6,040
ASSESSORS CLERK WAGES	35,753	35,753	37,638
ASSESSORS PROPERTY INSPECTOR	21,000	16,500	16,500
ASSESSORS EXPENSE	15,395	15,395	15,395
TREASURER SALARY	21,880	17,141	18,051

TREASURER EXPENSE	4,500	4,900	4,900
TAX COLLECTOR SALARY	21,880	17,141	18,051
TAX COLLECTOR EXPENSE	6,200	7,000	7,000
TOWN LEGAL EXPENSE	22,500	22,500	22,500
COMPUTER SUPPLY & SERVICE	51,740	63,500	63,500
TAX TITLE	2,300	2,300	2,300
COPY MACHINE SUPPLY/SERVICE	2,000	2,000	2,000
TOWN CLERK SALARY	37,775	37,775	38,902
TOWN CLERK EXPENSE	4,000	5,600	5,600
ELECTIONS & REGISTRATIONS	9,400	12,850	12,850
CONSERVATION COMM EXPENSE	3,705	3,705	3,787
PLANNING BOARD EXPENSE	2,970	2,670	2,688
ZONING BOARD OF APPEALS EXPENSE	4,150	4,450	4,150
OPEN SPACE COMM	1,400	1,400	1,400
LAND DAMAGES	0	0	0
AG COMM EXPENSE	700	800	800
TOWN HALL CUSTODIAN WAGES	17,795	17,795	18,329
BLDG MAINT PERSON	39,295	39,295	40,781
TOWN HALL MAINT.	49,500	49,500	49,500
TOWN BLDG ELEVATOR & ALARM	10,000	10,000	10,000
TOWN BLDG SEWER USE	2,200	2,200	2,200
TOWN REPORTS	600	600	600
TOWN CLOCK	175	175	175

<b>TOTAL</b>	<b>654,916</b>	<b>648,046</b>	<b>661,734</b>
--------------	----------------	----------------	----------------

<b>PUBLIC SAFETY</b>	<b>FY19 Appropriation</b>	<b>FY20 Requested</b>	<b>Finance Committee Recommends</b>
----------------------	-------------------------------	---------------------------	---

POLICE SALARIES & WAGES	342,629	350,038	358,989
POLICE OPER EXPENSE	55,625	56,530	56,530
FIRE DEPT SALARIES	5,842	5,842	6,017
FIRE DEPT WAGES	48,909	48,909	50,376
FIRE DEPT OPER EXPENSE	23,175	24,135	24,135
FIRE DEPT HOSE & EQUIP	9,000	9,000	9,000
FIRE DEPT INSPECTION FEES	3,000	3,000	3,000
FIRE HYDRANTS	5,460	5,460	5,460
FIRE STATION MAINTENANCE	19,800	19,800	19,800
FIRE PONDS	3,000	3,000	3,000
BLDG INSPECTOR SALARY	28,024	28,024	28,865
BLDG INSPECTOR EXPENSE	1,550	1,550	1,550
GAS INSPECTIONS	2,500	2,500	2,500
PLUMBING INSPECTIONS	2,500	2,500	2,500
WIRE INSPECTION	3,000	3,000	3,000
CIVIL DEFENSE	4,000	4,000	4,000
ANIMAL CONTROL OFFICER	3,600	8,725	8,725
ANIMAL CONTROL EXPENSE	2,400	700	700
TREE DEPT EXPENSE	10,000	10,000	10,000
CONSTABLE WAGES	1,154	1,154	1,189
CONSTABLE EXPENSE	300	300	300
FENCE VIEWERS, ETC	0	0	0

<b>TOTAL</b>	<b>575,468</b>	<b>588,167</b>	<b>599,636</b>
--------------	----------------	----------------	----------------

**EDUCATION**

ELEMENTARY SCHOOL MAINTENANCE	12,500	12,500	12,500
SCHOOL COMMITTEE STIPENDS	737	737	759
<i>(Chair \$309; Member \$225)</i>			
PVRS ASSESSMENT	4,706,420	4,698,757	4,698,757
PVRS CAPITAL ASSESSEMENT	10,872	16,161	16,161

FCTS OPER ASSESSMENT	500,034	462,216	462,216
FCTS CAPITAL ASSESSMENT	10,341	12,491	12,491
TUITION & TRANSPORT OUT OF DISTRICT	40,000	40,000	40,000
<b>TOTAL</b>	<b>5,280,904</b>	<b>5,242,862</b>	<b>5,242,884</b>

**PUBLIC WORKS AND FACILITIES**

HIGHWAY SUPERINTENDENT EXPENSE	18,400	18,400	18,400
HIGHWAY DEPT WAGES	305,891	305,891	315,971
HIGHWAYS, BRIDGES & RAILS	200,000	200,000	200,000
OIL & STONING	70,000	70,000	70,000
HIGHWAYS TOOLS	1,260	1,260	1,260
SNOW REMOVAL EXPENSE	75,390	75,390	75,390
STREET LIGHTS	16,500	16,500	16,500
MACHINE MAINT	100,000	100,000	100,000
HIGHWAY GARAGE MAINT	13,050	13,050	13,050
HIGHWAY BOUNDS,SURVEYS,LISTS	0	0	0
SOLID WASTE DISTRICT	11,669	11,900	11,900
TRANSFER STATION	139,984	138,431	143,152
CEMETERY WAGES & EXPENSE	30,000	30,000	30,000
<b>TOTAL</b>	<b>981,774</b>	<b>980,822</b>	<b>995,623</b>

**HEALTH AND HUMAN SERVICES**

BOARD OF HEALTH SALARIES	5,887	5,887	6,064
SEPTIC INSPECTION FEES	1,500	1,500	1,500
BOARD OF HEALTH EXPENSE	3,700	3,850	3,850
SHARED HEALTH AGENT	11,892	12,130	12,130
ANIMAL INSPECTOR	2,479	2,479	2,544
COUNCIL ON AGING	57,091	57,041	60,668
SOLDIERS RELIEF	42,000	30,000	30,000
<b>TOTAL</b>	<b>124,549</b>	<b>112,887</b>	<b>116,756</b>

**CULTURE, RECREATION, OTHER**

DICKINSON LIBRARY WAGES	124,148	124,148	129,355
DICKINSON LIBRARY EXPENSE	43,189	43,553	43,553
NFLD FARMS LIBRARY	650	700	700
RECREATION COMM	7,116	7,116	7,185
RECREATION COMM VOLUNTEER REC	250	250	250
RECREATION PROGRAM DIRECTOR	4,693	4,693	4,693
MAINT. ATHLETIC FIELD	6,750	6,750	6,750
COMMUNITY PARK COMM EXPENSE	450	450	450
HISTORICAL COMMISSION	500	500	500
MAINTENANCE HISTORIC MARKDERS	1,000	1,000	1,000
MEMORIAL DAY	2,000	2,000	2,000
VETERANS MEMORIAL CTE	1,000	1,000	1,000
FRCOG ASSESSMENT	28,687	27,538	27,538
VETERANS DISTRICT	6,294	6,528	6,528
<b>TOTAL</b>	<b>226,727</b>	<b>226,226</b>	<b>231,503</b>

**DEBT SERVICE**

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

<b>INSURANCE AND RETIREMENT</b>			
COUNTY RETIREMENT	186,652	180,126	180,126
INSURANCE & EMPLOYEE BENEFITS	402,577	387,124	387,124
<b>TOTAL</b>	<b>589,229</b>	<b>567,250</b>	<b>567,250</b>
<b>GRAND TOTAL</b>	<b>8,433,537</b>	<b>8,366,260</b>	<b>8,415,385</b>

**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 2020, 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, excluding \$4,698,757 for the PVRS Assessment, making a revised Grand Total of the Omnibus article of \$3,716,628.**

MOTION BY: LOIS STEARNS

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

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.

NOTE: This motion removes the Pioneer Valley Regional District assessment to be reconsidered at a later date as the Department of Elementary and Secondary Education approved the school closure of the elementary school in Leyden after the District had submitted their assessment letters to the Town. The District will be submitting new assessment letters to the Towns in light of this change to their budget.

**ARTICLE 7:** 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	\$239,099
Expenses	83,650
Reserve Fund	
Budgeted Surplus	
Maturing Debt Principal	49,884
Interest	6,000
<b>TOTAL:</b>	<b>\$378,633</b>

Note – the \$6,000 on this line was inadvertently omitted on the printed warrant. The totals are correct. That is why the motion includes mention of it.

and that \$378,633 be raised as follows:

Department receipts	\$281,849
Tax levy	96,784
<b>TOTAL:</b>	<b>\$378,633</b>

or take any other action thereon or in relation thereto.



Submitted by the Selectboard

**MOTION: I move the Town appropriate the sum of \$378,633 to operate the Emergency Medical Services Enterprise Fund as set forth in Article 7, including \$6,000 for Interest.**

MOTION BY: MARK FORTIER

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

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 in favor of this Article.

**ARTICLE 8:** 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	\$1,662
Sewer Dept. Collector	3,941
Sewer Dept. Wages	102,900
Oper. & Maint. Sewer Plant	82,850
Reserve Fund	10,000
Maturing Debt – Principal	43,000
Maturing Debt – Interest	4,000
Transfer To General Fund	32,000
<u>TOTAL:</u>	<u>\$280,353</u>

and that \$280,353 be raised as follows:

Department receipts	\$280,353
Tax levy	-0-
<u>TOTAL:</u>	<u>\$280,353</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 \$280,353 to operate the Sewer Enterprise Fund as set forth in Article 8.**

MOTION BY: SEWER COMMISSIONER

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

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 in favor of this Article.

**ARTICLE 9:** To see if the Town will vote to appropriate a sum or sums of money through departmental receipts or other available funds, to pay for sewer line rehabilitation, including but not limited to: CCTV inspection and pipe cleaning, manhole rehabilitation, and pipe re-lining, or take any other action thereon or in relation thereto.

Submitted by the Sewer Commission

***MOTION: I move the Town transfer from certified available Sewer Enterprise Funds the amount of \$100,000 to pay for sewer line rehabilitation, including all costs incidental thereto.***

MOTION BY: SEWER COMMISSIONER

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: This Article would provide funds to repair current clay pipes that are deteriorated and replace damaged manhole covers to reduce vast inflow and infiltration issues.

The Finance Committee recommends in favor of this Article.

**ARTICLE 10:** To see if the Town will vote to appropriate a sum or sums of money through departmental receipts or other available funds, to pay for System Integration for an Electrical Control System upgrade for the Aeration Timer Controls for the Sewer Department, or take any other action thereon or in relation thereto.

Submitted by the Sewer Commission

***MOTION: I move the Town transfer from certified available Sewer Enterprise Funds the amount of \$10,000 to pay for System Integration for an Electrical Control System upgrade for the Aeration Timer Controls at the Sewer Plant, including all costs incidental thereto.***

MOTION BY: SEWER COMMISSIONER

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: This Article would upgrade from two analog torque timers to a programmable logic controller which also serves as a vital component for future facility upgrades.

The Finance Committee recommends in favor of 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 make code improvements to the Town Hall kitchen, or take any other action relative thereon or in relation thereto.

***MOTION: I move the Town raise and appropriate \$40,200 to make code improvements to the Town Hall kitchen including, all costs incidental thereto.***

MOTION BY: TRACY ROGERS

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: This Article would provide the funds to improve the kitchen facilities in the Town Hall that are used routinely by the Senior Center, as well as others. This area has become very unsightly and is currently out of code.

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 for Technology updates and improvements at the Town Hall, or take any other action thereon in relation thereto.

Requested by the Selectboard

***MOTION: I move the Town raise and appropriate \$35,000 for technology updates and improvements at the Town Hall as required to migrate to a full server environment, including all costs incidental thereto.***

MOTION BY: JULIA BLYTH

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: This Article would migrate the Town Hall to a full server environment, including use of a new terminal server to support changes to the current network environment that would allow for use of thin client (vs. full Processor) set up and off site data storage. The Town needs all but one of the current department computers converted to Windows 10 and a 360 environment. Moving to the new network server environment will change from each department needing a full computer vs. a thin client, and will allow automatic (subscription based) updates to software and security features. This will improve operations and lower on-going expenses for computer hardware and services.

The Finance Committee recommends in favor of this Article.

**ARTICLE 13:** 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.

Requested by the Selectboard

***MOTION: I move the Town raise and appropriate \$52,000.00 to purchase a Police Cruiser, including all costs incidental thereto.***

MOTION BY: TRACY ROGERS

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

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 in favor of this Article.

**ARTICLE 14:** 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 police radios and any necessary accessories thereto, or take any other action relative thereon or in relation thereto.

Requested by the Selectboard

***MOTION: I move the Town raise and appropriate \$10,018 for the purchase and installation of Police Radios, including all costs incidental thereto.***

MOTION BY: ALEX MEISNER

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: The County emergency radio system is converting to digital technology to communicate, as opposed to the current analog system. These radios will allow the Police Department to communicate on both systems.

The Finance Committee recommends in favor of this Article.

**ARTICLE 15:** 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 engineering and consulting services for site design work for a new Emergency Services Building, and/or make emergency repairs to the current building, or take any other action relative thereon or in relation thereto.

Requested by the Selectboard

**MOTION: I move the Town raise and appropriate \$50,000 to pay for engineering and consulting services for site design work for a new Emergency Services Building and/or make emergency repairs to the current building, including all costs incidental thereto.**

MOTION BY: TRACY ROGERS

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: This Article would provide funds to continue work on the design and engineering of a new Emergency Services Building, but would allow the flexibility to use funds to pay for critical repairs if needed on the current building.

The Finance Committee recommends in favor of this Article.

**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 pay for new SCBA tanks for the Fire Department, or take any other action relative thereon or in relation thereto.

Requested by the Selectboard

**MOTION: I move the Town raise and appropriate \$40,000 for the purchase of new SCBA tanks for the Fire Department, including all costs incidental thereto.**

MOTION BY: TRACY ROGERS

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: To replace worn out and outdated equipment. These are critical breathing equipment for the Fire Department personnel. This article is consistent with the Town's Capital Improvement Request Plan.

The Finance Committee recommends in favor of this Article.

**ARTICLE 17:** 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 projects at the Northfield Elementary School.

Item Description	Estimated amount per project
Repair, replace, and bring to code electrical wiring	\$150,000
Repair/replace carpet and/or tiles in classrooms	9,000
Total	\$159,000

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

Requested 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 17 of this warrant, including all costs incidental thereto.*

MOTION BY: JULIA BLYTH

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

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 continue to replace carpet and tile in classrooms.

The Finance Committee recommends in favor of this Article.

**ARTICLE 18:** 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 projects at Pioneer Valley Regional School

Item Description	Estimated amount per project
Carpeting	4,040.26
WiFi	12,120.78
Total	\$16,161.04

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

Requested by the PVRS District School Committee

**MOTION:** *I move the Town raise and appropriate \$16,161.04 for projects at Pioneer Valley Regional School as presented in Article 18 of this warrant, including all costs incidental thereto.*

MOTION BY: ALEX MEISNER

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: Requested by the School Committee

The Finance Committee recommends in favor of this Article.

**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 purchase a new or used Truck for the Highway Department, or take any other action relative thereon or in relation thereto.

Requested by the Selectboard

**MOTION:** *I move the Town transfer from free cash the sum of \$30,000 for the purchase of a new or used Truck for the Highway Department, including all costs incidental thereto.*

MOTION BY: TRACY ROGERS

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: This Article would allow the Highway Department to purchase a more economical vehicle for trade with the current large utility truck in the Sewer Department. The Truck will have a greater use in the Highway Department. This purchase will allow for a trade, along with use of the Highway Department Vacuum truck to reduce costs in the Sewer Department for rental of that equipment.

The Finance Committee recommends in favor of this Article.

**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 for a Governmental Accounting Standards Board Statement NO. 75 Other Postemployment Benefits (OPEB) compliant Audit, or take any other action thereon in relation thereto.

Requested by the Selectboard

**MOTION:** *I move the Town raise and appropriate \$5,000 to pay for a Government Accounting Standards Board Statement No. 75 Other Post Employment Benefits (OPEB) compliant Audit, including all costs incidental thereto.*

MOTION BY: JULIA BLYTH

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: This Article provides funding to obtain actuarial and consulting services for a report on the Town's retiree welfare benefit plan that provides benefits such as medical, dental and life insurance to retirees and their dependents upon retirement. To stay informed of the current upcoming laws and regulations to manage the plan and to meet the financial objective of funding the OPEB account.

The Finance committee recommends in favor of this Article.

**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 to deposit into the Town's OPEB Trust Fund.

Requested by the Selectboard

***MOTION: I move the Town transfer from free cash the sum of \$100,000 to deposit into the Town's OPEB Trust Fund.***

MOTION BY: ALEX MEISNER

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

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

The Finance Committee recommends in favor of this Article.

**ARTICLE 22:** 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.

Requested by the Selectboard

***MOTION: I move the Town raise and appropriate \$16,000 to fund a financial audit of Fiscal Year 2019, including all costs incidental thereto.***

MOTION BY: TRACY ROGERS

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: This Article funds an independent audit of the Town's financial accounts, reports, and fiscal operations for Fiscal Year 2019.

The Finance Committee recommends in favor of this Article.

**ARTICLE 23:** To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum or sums to pay for the implementation and annual subscription cost for a financial cloud services platform, or take any other action thereon in relation thereto.

Requested by the Selectboard

***MOTION: I move the Town raise and appropriate \$5,000 to pay for the implementation and annual subscription cost for a financial cloud services platform, including all costs incidental thereto.***

MOTION BY: JULIA BLYTH



VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: This Article would hire a vendor and work toward putting more of the Town's financial information, i.e. budgeting, information on line for public access.

The Finance Committee recommends in favor of this Article.

**ARTICLE 24:** 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.

Requested by the Selectboard

***MOTION: I move the Town raise and appropriate \$55,909.03 and transfer \$94,090.97 from free cash, for a total of \$150,000, to be placed in the Town's Stabilization Fund.***

MOTION BY: ALEX MEISNER

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

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 25:** To see if the Town will reserve from FY 2020 Community Preservation Fund - Estimated Revenues, 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 2020 Community Preservation Fund budgeted reserve; or take any action relative thereto.

Submitted by the Community Preservation Committee

***MOTION: I move the Town reserve from FY2020 Community Preservation Fund – Estimated Revenues, the sum of 5% (\$1,250) for administrative expense, 10% (\$2,500) for open space/recreation purposes; 10% (\$2,500) for historic preservation; 10% (\$2,500) for affordable housing; and the remaining (\$16,250) to the FY2020 Community Preservation Fund budgeted reserve.***

MOTION BY: LARA DUBIN, CPC Committee

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

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.

The Finance Committee recommends in favor of this Article.

**ARTICLE 26:** To see if the Town will vote to appropriate for historic preservation purposes the sum of \$4,000 from the Community Preservation Fund balance for Historical Preservation and/or the Undesignated Fund balance to replace the Field Library front doors, or take any action relative thereto.

Submitted by the Community Preservation Committee

***MOTION: I move the Town appropriate for historic preservation purposes from the Community Preservation Fund for Historical Preservation, the sum of \$4,000 for the purpose of replacing the Field Library front doors, and all incidental costs thereto.***

MOTION BY: LARA DUBIN, CPC Committee

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: This Article would provide funding to replace the Field Library front doors which are in disrepair. The Field Library building is over 100 years old and the current doors are original to the building and are showing their age and deterioration. The Field Library is considered an important historic and community resource.

The Finance Committee recommends in favor of this Article.

**ARTICLE 27:** To see if the Town will vote for open space/recreation purposes the sum of \$4,100 from the Community Preservation Fund balance for Open Space/Recreation and/or the Undesignated Fund balance to purchase a new equipment shed, or take any action relative thereto.

Submitted by the Community Preservation Committee

***MOTION: I move the Town appropriate for recreational purposes from the Community Preservation Fund for Open Space/Recreation, the sum of \$4,100 for the purpose of purchasing a new steel equipment shed for the Northfield Recreation Commission, and all incidental costs thereto.***

MOTION BY: LARA DUBIN, CPC Committee

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: This Article would provide funding for the purchase of a new steel equipment shed for the Northfield Recreation Commission to store their summer program equipment and other supplies. The steel shed replaces an old wooden shed which was deemed unsafe and has been torn down.

The Finance Committee recommends in favor of this Article.

**ARTICLE 28:** 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 apply toward the costs of updating the Town's Open Space and Recreation Plan, or take any other action thereon or in relation thereto.

Requested by the Open Space Committee

***MOTION: I move the Town raise and appropriate \$4,000 to pay for the costs of updating the Town's Open Space and Recreation Plan including all costs incidental thereto.***

MOTION BY: JERRY WAGENER, OPEN SPACE COMMITTEE

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: This Article requests funds to hire a consultant to help the Town update the Town's Open Space and Recreation Plan.

The Finance Committee recommends in favor of this Article.

**ARTICLE 29:** 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 apply toward the costs of Appraisal Services, or take any other action thereon or in relation thereto.

Requested by the Board of Assessors

***MOTION: I move the Town raise and appropriate \$35,000 to pay for Appraisal Services for First Light property in Northfield including all costs incidental thereto.***

MOTION BY: BOARD OF ASSESSORS

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: This Article will pay for consulting services to do an appraisal of the First Light property in Northfield.

The Finance Committee recommends in favor of this Article.

**ARTICLE 30:** 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 1,168 Megawatt pumped storage hydroelectric facility, principal place of business at 99 Millers Falls Rd 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.

Requested 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 1,168 Megawatt pumped storage hydroelectric facility, installed and operated in Town on an approximate 826 acre portion of a parcel, or parcels of land, located at 99 Millers Falls Rd, 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: TRACY ROGERS

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

**ARTICLE 31:** To see if the Town will vote to authorize the Selectboard to enter into a ten (10) year contract, commencing on July 1, 2020 with the qualified vendor selected by MassDEP through a competitive bid process for recycling processing services for the Town, subject to the Selectboard's determination that the contract is in the best interests of the Town and subject to Town Meeting approval in the Spring of 2020 for funding for these services and/or take any vote or votes in relation thereto.

Requested by the Selectboard

***MOTION: I move the Town authorize the Selectboard to enter into a ten (10) year contract, commencing on July 1, 2020 with the qualified vendor selected by MassDEP through a competitive bid process for recycling processing services for the Town, subject to the Selectboard's determination that the contract is in the best interests of the Town and subject to Town Meeting approval in the Spring of 2020 for funding for these services.***

MOTION BY: JULIA BLYTH

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: This Article will allow the Selectboard to sign a new 10 year contract for recycling services as the current one is ending in December 2019.

**ARTICLE 32:** To see if the Town will vote to approve the following bylaw:

The use and operation of heavy commercial vehicles having a carrying capacity of more than 2½ tons is hereby prohibited through the residential sections of the following streets and portions thereof. This restriction shall not apply to heavy commercial vehicles going to or coming from places upon sections of such streets for the purpose of making deliveries of goods, materials, or merchandise to or similar collections from abutting land or buildings or adjoining streets or ways to which access cannot otherwise be gained; or to vehicles used in connection with the construction, maintenance and repair of such streets or public utilities therein; or to federal, state, municipal or public service corporation vehicles.

*Gulf Road, entire length.*

Requested by the Selectboard

***MOTION: I move the Town approve the following bylaw:***

***The use and operation of heavy commercial vehicles having a carrying capacity of more than 2½ tons is hereby prohibited through the residential sections of the following streets and portions thereof. This restriction shall not apply to heavy commercial vehicles going to or coming from places upon sections of such streets for the purpose of making deliveries of goods, materials, or merchandise to or similar collections from abutting land or buildings or adjoining streets or ways to which access cannot otherwise be gained; or to vehicles used in connection with the construction, maintenance and repair of such streets or public utilities therein; or to federal, state, municipal or public service corporation vehicles.***

***Gulf Road, entire length.***

MOTION BY: ALEX MEISNER

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: This Article would enact the Heavy Commercial Vehicle Exclusion bylaw MassDOT requires that Town pass. MassDOT is in agreement with the Town in regard to the approval of the HCVE.

**ARTICLE 33:** To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation to formalize the name change of the Board of Selectmen to Selectboard and increase the size of the Board from three to five members, as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and to authorize the Board of Selectmen to approve amendments within the scope of the general public objectives of the petition, or to take any other action thereon or in relation thereto.

An Act Relative to the Board of Selectmen of the Town of Northfield.

Section 1. Notwithstanding the provisions of any general or special law to the contrary, there shall hereby be established in the town of Northfield a selectboard, which board shall have the powers and authority of a board of selectmen under any general or special laws.

Section 2. Notwithstanding the provisions of any general or special law to the contrary, the selectboard in the town of Northfield shall consist of 5-members. Each selectboard member shall serve for a 3-year term, with no more than 2 selectboard member's terms to run concurrently.

Section 3. At the first annual town election following at least 64 days after the effective date of this act, one additional selectboard member shall be elected for a 3-year term and one additional selectboard member shall be elected to a 2-year term. The terms of those members currently serving as selectboard members at the time of the adoption of this act shall be unchanged by adoption of this act.

Section 4. Sections 2 and 3 of this act shall be submitted to the voters of the town of Northfield at a regular or special town election to be held in said town in the form of the following question which shall be placed on the official ballot: "Shall an act passed by the General Court in the year 2019, entitled 'An Act Relative to the Board of Selectmen of the Town of Northfield,' be accepted?" Below the question shall appear a summary of the act prepared by town counsel and approved by the selectboard. If a majority of the votes cast in answer to the question is in the affirmative, sections 2 and 3 of this act shall take effect in the town of Northfield, but not otherwise.

Section 5. This act shall take effect upon its passage.

Requested by the Town Governance Committee

***MOTION: I move the Town authorize the Board of Selectmen to petition the General Court for special legislation to formalize the name change of the Board of Selectmen to Selectboard and to increase the size of the Board from three to five members as set forth in the Town Meeting Warrant (above); provided however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and to authorize the Board of Selectmen to approve amendments within the scope of the general public objectives of the petition.***

MOTION BY: BRIAN BRAULT

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

**ARTICLE 34:** To see if the Town will vote to abolish the municipal lighting plant established by vote of the May 2, 2011 Annual Town Meeting, Article 33; or take any other action relative thereto.

Requested by the Selectboard

***MOTION: I move the Town abolish the municipal lighting plant established by vote of the May 2, 2011 Annual Town Meeting, Article 33.***

MOTION BY: TRACY ROGERS

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: This Article would abolish the MLP which was formed when consideration was given to joining Wired West for expanding Broadband Services. The Town is no longer participating in that organization and therefore does not need to continue to “operate” an MPL for telecom services.

**ARTICLE 35:** To see if the Town will vote to proclaim and designate the second Monday in October as Indigenous People’s Day, instead of Columbus Day, and be recognized as such on all official Town business, calendars, websites, minutes, announcements, social media and other communications.

Requested by Citizens’ Petition

MOTION BY: PETITIONER

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: This Article is placed on the Warrant by a petition received from concerned citizens.

**ARTICLE 36:** To see if the Town will vote to adopt a resolution in support of HD.2968 and SD.1495, a Resolve Providing for the creation of a Special Commission relative to the Seal and Motto of the Commonwealth,” and request that the Senator Jo Comerford and Representative Paul Mark co-sponsor, support and vote for the aforementioned Resolve (HD.2968 and SD.1495) in the General Court, and that the Joint Committee on State Administration and Regulatory Oversight, after holding a public hearing on the Resolve report it out favorably, and if the legislation shall pass that the governor shall sign it and work with members of the General Court to ensure its enactment.

Requested by Citizens’ Petition

MOTION BY: PETITIONER

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

NOTES: This Article is placed on the Warrant by a petition received from citizens.

**ARTICLE 37:** 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 2018, 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 2019 in grateful recognition of their work on behalf of the Town,

or take any other action relative thereto.

Requested by the Selectboard

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

MOTION BY: JULIA BLYTH

VOTE REQUIRED: MAJORITY

PASS/FAIL: PASSED

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.



**Town of Northfield, Massachusetts  
COMMONWEALTH OF MASSACHUSETTS**

FRANKLIN, SS.

To any of the Constables in the Town of Northfield, in the County of Franklin,

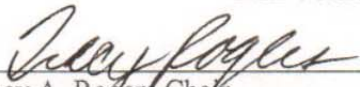
**GREETINGS:**

You are directed to notify and warn the inhabitants of the Town of Northfield, qualified to vote in the elections and Town affairs, to meet at the

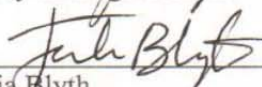
Northfield Town Hall, 69 Main Street

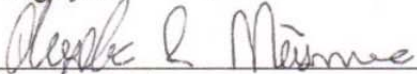
In Northfield on Tuesday, May 7, 2019 at noon (12:00 o'clock), then and there to bring in their votes by ballot for the following officers for the coming year:

One	Board of Selectmen	3 year term
One	Board of Assessors	3 year term
Two	Board of Health	3 year term
Two	Board of Library Trustee	3 year term
One	Planning Board	5 year term
Two	Recreation Commission	3 year term
One	Sewer Commissioner	3 year term
Four	Constable	3 year term
One	Board of Trustees of Veterans Memorials Veteran	3 year term
One	Board of Trustees of Veterans Memorials Non Veteran	3 year term


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

4/8/19  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Julia Blyth

  
\_\_\_\_\_  
Alexander Meisner

BOARD OF SELECTMEN

Attest:   
\_\_\_\_\_  
Daniel R. Campbell  
Town Clerk

MAY BE REMOVED AFTER May 8, 2019

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 seven (7) days at least before date hereof, as within directed.

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

\_\_\_\_\_  
Date

---

## **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 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 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.

## 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 2018 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 2019 in grateful recognition of their work on behalf of the Town:

Accountant	Deb Mero
Board of Registrars	Susan Lloyd, Kim Farmer
Board of Selectmen	John G. Spanbauer
Community Preservation Committee	Ted Thornton, Rhoda Yucavitch
Conservation Commission	Leslie Powers
Council on Aging	William Ames, Gwendolyn Trelle
Cultural Council	Robert Sullivan
Election Officer	Elizabeth L'Etoile, Barbara King
Electronic Communications & Cable TV	Brian Brault, Bruce Kahn
EMS	Norm Calkins III
Energy Committee	Steve Roberto, Lynn Haskell
Financial Assistant	Caralyn Ballou
Fire Department	Norm Calkins III
H.E.A.R.T.	Tracy A. Rogers
Historical Commission	Robert Hall
Non-Partisan Caucus	Susan Lloyd
Pioneer Valley Regional School Committee	William Wahlstrom
Planning Board	Julie Robinson
Police Dept	Heath Cummings
Sewer Department	Eric Meals, Tim Little
Stewardship Advisory Committee	Nick Fleck
Treasurer/Collector	Barbara Brassor
Town Administrator	Bernard Kubiak (Interim)
Town Administrator Selection Committee	Kathy Wright, Lois Stearns, Steve Stoia, Cate Woolner, Barry Bordner, Susan Wright, Steve Seredynski
Town Hall Master Plan	John G. Spanbauer
Zoning Board of Appeals	Shaun Foster, William Forrest

TOWNSPEOPLE OF NORTHFIELD  
MAY, 2019

**APPENDIX 3: Finance Committee's Recommendations (Sources of Funds)**

Article Number	Purpose	Department	Requested	Finance Committee Recommends	SOURCE OF FUNDS				
					Raise & Appropriate	Free Cash	Enterprise	Other Available Funds	Community Preservation Funds
1	Waive Reading	Selectboard							
2	Accept Reports	Selectboard							
3	Accept & Apply Grants	Selectboard							
4	FY2018 Technology Invoices	Selectboard	8,599.03	8,599.03		8,599.03			
5	2 1/2 Override	Finance							
6	Omnibus	Finance	8,366,260.00	8,415,385.00	8,415,385.00				
7	EMS Enterprise	EMS	378,633.00	378,633.00	96,784.00		281,849.00		
8	Sewer Enterprise	Sewer	278,078.00	280,353.00			280,353.00		
9	Sewer Lines	Sewer	100,000.00	100,000.00			100,000.00		
10	Sewer Controls	Sewer	10,000.00	10,000.00			10,000.00		
11	Town Hall Kitchen	Selectboard	40,200.00	40,200.00	40,200.00				
12	Town Hall Technology	Selectboard	35,000.00	35,000.00	35,000.00				
13	Police Cruiser	Police	52,000.00	52,000.00	52,000.00				
14	Police Radios	Police	10,018.00	10,018.00	10,018.00				
15	Emergency Services Facility	EMS	50,000.00	50,000.00	50,000.00				
16	Fire Dept. SCBA Tanks	Fire	40,000.00	40,000.00	40,000.00				
17	NES Maintenance	Selectboard	159,000.00	159,000.00		159,000.00			
18	PVRS Capital Projects	Selectboard	inc. in omnibus	inc. in omnibus	Inc. in omnibus				
19	Highway Department Truck	Selectboard	30,000.00	30,000.00		30,000.00			
20	OPEB Audit	Selectboard	5,000.00	5,000.00	5,000.00				
21	OPEB Trust Fund	Selectboard	100,000.00	100,000.00		100,000.00			
22	Fiencial Audit	Selectboard	16,000.00	16,000.00	16,000.00				
23	Fiencial Cloud Services	Selectboard	5,000.00	5,000.00	5,000.00				
24	Stabilization Fund	Selectboard	150,000.00	150,000.00	55,909.03	94,090.97			
25	Community Preservation	Com. Pres	25,000.00	25,000.00					25,000.00
26	CPA -Library Doors	Com. Pres	4,000.00	4,000.00					4,000.00
27	CPA - Recreation Shed	Com. Pres	4,100.00	4,100.00					4,100.00
28	Open Space Plan	Open Space	4,000.00	4,000.00	4000.00				
29	Appraisal Services	Bd. of Assessors	35,000.00	35,000.00	35,000.00				
30	Payment in Lieu of Taxes	Bd. of Assessors							
31	Recycling Contract	Selectboard							
32	Heavy Vehicle Restriction	Selectboard							
33	Number of SB Members	Governance Com.							
34	Municipal Light Plant	Selectboard							
35	Indigenous People's Day	Petition							
36	Commonwealth Seal & Motto	Petition							
37	Resolution	Selectboard							
<b>Total:</b>			<b>9,905,888.03</b>	<b>9,957,288.03</b>	<b>8,860,296.03</b>	<b>391,690.00</b>	<b>672,202.00</b>	<b>0</b>	<b>33,100.00</b>

You are directed to serve this Warrant by posting a copy thereof attested to by you in writing in each of six public places in the Town at least seven days before the time for holding the meeting called for in the Warrant. Herefore fail not, and make do return of this Warrant, with your doings thereon, to the Town Clerk of said Town on or before the Twenty-Second day of April 2019.

Given under our hands this 8th day of April in the year of our Lord two thousand and nineteen.

THE BOARD OF SELECTMEN

Tracy Rogers  
Tracy A. Rogers, Chair

Julia Blyth  
Julia A. Blyth

Alexander R. Meisner  
Alexander R. Meisner

Attest:  
Daniel R. Campbell  
Daniel Campbell, Town Clerk  
04/09/2019  
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 seven (7) days at least before date hereof, as within directed.

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

\_\_\_\_\_  
Date

**MAY REMOVE AFTER MAY 7, 2019**

