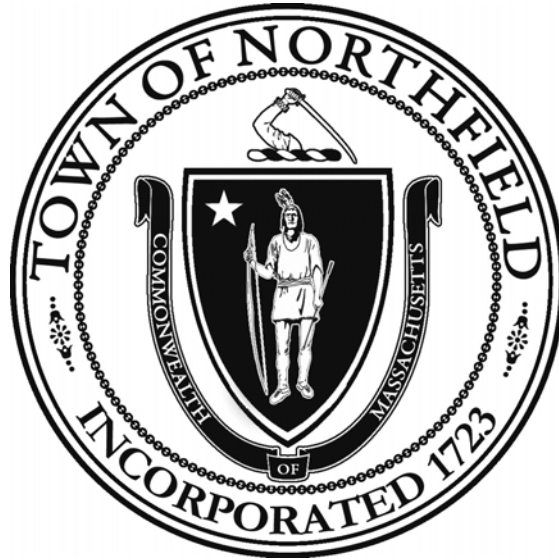


# TOWN OF NORTHFIELD



Transcript of Articles in the Warrant for the

## **SPECIAL TOWN MEETING**

**Monday, June 17, 2019**

**At 7:00 p.m.**

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Pioneer Valley Regional School  
97 F. Sumner Turner Road  
There were 128 registered voters in attendance

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**- IMPORTANT -**

**This Warrant contains Articles, explanations, recommendations and/or appendices. Only the Articles are part of the “official” call to Town Meeting. The explanations and/or appendices are editorial and the recommendations expressed are those of the Finance Committee. Only the Articles are part of the official town meeting warrant.**

TOWN OF NORTHFIELD



WARRANT

Special Town Meeting

Monday, June 17, 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 seventeenth day of June, 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, June 17, 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 x112.

## 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 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, FY17 is the fiscal year ended June 30, 2017.

**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 also reduced 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 the 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 a 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 in excess of the limit for payment of debt service costs or 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

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TOWN OF NORTHFIELD



Commonwealth of Massachusetts

WARRANT FOR SPECIAL TOWN MEETING  
Monday, June 17, 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: ALEX MEISNER (Selectboard)

VOTE REQUIRED: MAJORITY

**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 sums recommended, or any other sum or sums, to pay the Town of Northfield's portion of the first year of a multi-year Superintendent Contract as part of the Pioneer Valley Regional School District Fiscal Year 2020 assessment, or take any vote or votes in relation thereto?

Requested by the Selectboard

***MOTION: I Move the Town vote to PASS OVER this article.***

MOTION BY: HEATH CUMMINGS (Selectboard)

VOTE REQUIRED: MAJORITY

**PASSED / UNANIMOUS**

NOTES: This article is to pay the cost of the first year of the contract for the Superintendent's salary as distinct from the balance of the Pioneer Valley Regional School District assessment for FY 2020.

The Finance Committee recommends in favor of passing over this article.

**ARTICLE 3:** 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, to pay the Pioneer Valley Regional School Assessment or take any other action thereon or in relation thereto.

Requested by the Selectboard

Account	FY19 Appropriation	FY20 Requested	Finance Committee Recommends
PVRS ASSESSMENT	4,706,420	4,675,882	4,607,561

***MOTION: I Move the Town vote to raise and appropriate \$4,607,561 to pay the Town of Northfield's share of the budget for the Pioneer Valley Regional School District for Fiscal Year 2020 in accordance with the amount recommended by the Finance Committee.***

MOTION BY: LOIS STEARNS (Finance Committee)

VOTE REQUIRED: MAJORITY

An Amendment was made as follows:

Motion: I Move the Town vote to raise and appropriate **\$4,675,882** to pay the Town of Northfield's share of the budget for the Pioneer Valley Regional School District for the Fiscal Year 2020 in accordance with the amount recommended by the School Committee. Motion by Kathleen Malsch  
After discussions were made a vote on the amendment was held. The result was 68 votes Yes, 55 votes NO the amendment passed.

After further discussion a vote was taken on the amended motion, the result was 74 Yes, 46 No. The Amended Motion PASSED

NOTES: This article is to pay the expenses for the Pioneer Valley Regional School District for Fiscal Year 2020 that were not voted at the Annual Town Meeting.

The Finance Committee recommends in favor of this Article.

**ARTICLE 4:** To see if the Town will vote to create a regional school district planning committee in accordance with Massachusetts General Laws Chapter 71, Section 14, or take any vote or votes in relation thereto.

Requested by the Selectboard and the Finance Committee

***MOTION: I Move the Town vote to create a regional school district planning committee in accordance with Massachusetts General Laws, Chapter 71, Section 14.***

MOTION BY: TRACY ROGERS (Selectboard)

VOTE REQUIRED: MAJORITY

**PASSED / UNANIMOUS:**



NOTES: This Article seeks to authorize the creation of a regional school committee to discuss, research and review the possibilities of further regionalization of the Pioneer Valley Regional School District.

The Finance Committee recommends in favor of this Article.

**ARTICLE 5:** To see if the Town will vote to amend the Annual Town Meeting vote of May 6, 2019 as follows:

Account	FY19 Appropriation	FY20 Requested	Finance Committee Recommends
Recreation Comm	7,116	7,116	7,116
Recreation Comm Volunteer Rec	250	250	250
Recreation Program Director	4,693	4,693	4,834

**MOTION:** I Move the Town vote to raise and appropriate an additional \$141 to amend the Annual Town Meeting vote for the Recreation Commission for FY 2020 as set forth in Article 5.

MOTION BY: ALEX MEISNER (Selectboard)

VOTE REQUIRED: MAJORITY

**PASSED/ UNANIMOUS**

NOTES: The Recreation Committees lines were misstated in the Annual Town Meeting Omnibus Article. This adjustment increases the Recreation Commission’s total budget by \$141.00.

The Finance Committee recommends in favor of this Article.

**ARTICLE 6:** To see if the Town will vote to fix the maximum amount that may be spent during fiscal year 2020 beginning on July 1, 2019 for the revolving funds established in the town by-laws for certain departments, board, committees, agencies, or officers in accordance with the provisions of G.L. c.44, §53E½, as most recently amended, or take any other action thereon or in relation thereto:

Revolving Fund	Authorized to Spend	Use of Funds	Revenue Source	FY20 Limit
Highway Department Bucket Truck	Highway Superintendent	Maintenance	Fees Rec'd	\$2,000
Summer Playground Program	Recreation Commission	Activities	Fees Rec'd	\$35,000
Council on Aging Breakfast & Lunch Program	Council on Aging Director	Senior Meals	Fees Rec'd	\$5,000
Recycling Fund	Board of Health	Recycling Costs	Fee's Received	\$60,000

Requested by the Selectboard

**MOTION:** I Move the Town vote to fix the maximum amount that may be spend during Fiscal Year 2020 for the revolving funds as set forth in Article 6.

MOTION BY: HEATH CUMMINGS (Selectboard)

VOTE REQUIRED: MAJORITY

**PASSED / UNANIMOUS**

NOTES: This Article seeks to renew the authorization to use the funds collected for the support of that service or activity. The funds are established under the Town Bylaws but Town meeting still needs to authorize the spending limits annually.

The Finance Committee recommends in favor of this Article.

***The Meeting was dissolved at 9:00pm***

***Election Workers***

*Pam Eldridge*

*Nina Sibley*

*Pamela Veith*

*Beth Walker*

*Sandra Campbell*

***Constable***

*Albert Stone*