

Town of Shirley

BOARD OF SELECTMEN



7 KEADY WAY – SHIRLEY, MASSACHUSETTS - 01464-2812

Robert E. Prescott, Jr., Chair

David N. Swain, Vice Chair

Kendra J. Dumont, Clerk

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Selectmen@shirley-ma.gov

BOARD OF SELECTMEN

MINUTES

March 14, 2016
7:00 pm
TOWN OFFICES

The Board of Selectmen convened its meeting on Monday, March 14th 2016 at the Town Offices, Meeting Rooms A & B, Chairman Robert E. Prescott, Jr. presiding, with Selectmen Kendra J. Dumont, David N. Swain,, and Town Administrator Patrice Garvin in attendance.

CALL TO ORDER

Chairman Prescott called to Order the Board of Selectmen's Meeting at 7:00pm.

TOWN ADMINISTRATOR REPORT

The Town Administrator gave her weekly report.

1. I am happy to report that we received out MCI Funds in the amount of \$285,533.02 for FY16. This will be certified hopefully at the fall Town meeting. I would like to thank our state representatives for their continued support in the Towns efforts to secure MCI funding. I inquired about the FY15 MCI payment, and I was told that due to 9c cuts by the Patrick Administration we will not be receiving FY15 funds. The FY16 funds are an added benefit to the Town, especially given some of the Capital needs we are facing next year.

2. The SHAARP group has requested not to be a recognized committee of the Town. I have communicated with the SHAARP organizers and they are moving forward with their events, but at this time feel that being a recognized committee needed more discussion. I have attached their email.

On a similar note, Police Chief Goulden has been working on addressing the opioid issue in Shirley and in the surrounding communities. The Chief has been involved in a regional Police Chief group that is focusing on addressing opioid issues. This past week the Chief informed me of a regional Grant, whose lead is the Town of Pepperell. I have attached the MOU with the Town of Pepperell. This grant will provide support for residents who are suffering from this epidemic. The grant funds will help those detained by Police, by giving much needed follow-up support. I have also attached some information on the grant.

3. I am happy to report that the guardrails have been installed on Leominster and Walker Road. This is a great infrastructure improvement to the Town and we are working on more infrastructure projects in the coming year, such as applying for the Complete Streets Grant, and MassWorks Grant.

The Executive Assistant, Nate Boudreau attended the Complete Streets Grant workshop on Monday March 14th. As you know attending this workshop is a required element to applying to the Complete Street Grant.

4. We are posted to meet with the Finance Committee on Saturday, March 19th. At this meeting I will have more updates on the FY17 budget. The Capital Plan will also need to be discussed as well, given some items are being proposed to be funded at ATM, and some are being held off until the STM. We can discuss the operating and capital budgets during the Warrant Agenda item.

5. The Bylaw Review Committee met to discuss amending the Capital Improvement Bylaw, which we will be discussing during the Warrant Agenda item. I just wanted to mention that a public Hearing has been scheduled for Monday March 21st, for those who wish to speak to this bylaw. The draft bylaw is online. I have also scheduled a Public Hearing on the ATM Warrant for Monday, March 28th.

6. I will be presenting to the Board a Cash Management Policy at your next meeting. One of my goals this year is to focus on Policies of the Town. I am working with the collector, treasurer, and accountant offices to make sure this policy has sufficient input. Once you have reviewed and adopted the policy I will make sure all departments, boards and committees are informed of the new policy.

TREASURY WARRANTS

Selectman Swain moved to accept the following Treasury Warrants as presented. Selectman Dumont Seconded. David N. Swain vote Aye, Kendra J. Dumont vote Aye and Robert E. Prescott, Jr. vote Aye.

APPROVAL OF MINUTES

Selectman Swain Motions to accept the minutes of the January 25th 2016 Board of Selectmen's meeting as written. Selectman Dumont Seconds the Motion. David N. Swain vote Aye, Kendra J. Dumont vote Aye, Robert E. Prescott vote Aye.

Selectman Swain Motions to accept the minutes of the February 1st 2016 Board of Selectmen's meeting as written. Selectman Dumont Seconds the Motion. David N. Swain vote Aye, Kendra J. Dumont vote Aye, Robert E. Prescott vote Aye.

Selectman Swain Motions to accept the minutes of the February 29th 2016 Board of Selectmen's meeting as written. Selectman Dumont Seconds the Motion. David N. Swain vote Aye, Kendra J. Dumont vote Aye, Robert E. Prescott vote Aye.

NEW BUSINESS

2. Public Tree Hearing 7:10pm

Selectmen Swain read the Public Notice for the Tree Hear and Opens the Hearing at 7:10p.m.

Selectmen Swain says he spoke with all necessary department heads and they have no problems with these trees being trimmed. Also that he has looked at a number of the trees and feels the need is there.

Gordon Chaise took the microphone and spoke about that he believes it is wonderful that we are being precautionary with the trees and the potential hazard they possess, but believes there may have been a mistake with one of the posted trees on Horse Pond Road.

Chairmen Prescott asked Mr. Chaise to speak with Paul Farrar regarding this tree and he will make sure it is towards the end of the list to give him time to make a case.

A gentleman asked if the wood would be available for sale.

Chairmen Prescott said the wood would be available for free at the DPW and information would be available soon.

Janet Tice stood and asked that a tree she believed was healthy be left off of the initial list for Paul Farrar to look at with her. Selectmen agreed.

Selectman Swain Moves to close the Public Hearing at 7:35. Selectman Dumont Seconded. Kendra J. Dumont vote Aye, David N Swain vote Aye and Robert E. Prescott, Jr. vote Aye.

Selectman Swain Moves to allow the tree cutting as listed in the public notice with the exception of Whitney Road and Horse Pond so they may talk to. Selectman Dumont Seconded. Kendra J. Dumont vote Aye, David N Swain vote Aye and Robert E. Prescott, Jr. vote Aye.

3. Tax Title Update

Town Collector Holly Haase took the microphone to give a Tax Title update. Collector Haase says in July a property was foreclosed on and the family asked to redo their finance but they do need the Board of Selectmen to vacate the decree to move forward. The amount due was \$48,000 which would be received upon successful mortgage.

Selectman Swain Moves to Vacate the decree for parcel 8-B-2, 3 Valley View Way upon successful payment of all taxes owed to the Town. Selectman Dumont Seconded. Kendra J. Dumont vote Aye, David N Swain vote Aye and Robert E. Prescott, Jr. vote Aye.

Haase states that 3 more lots have been foreclosed on and a majority of them are empty lots that can eventually be auctioned off. Haase states another home that is almost in foreclosure due to an unpaid 68,000 is in court and has until March 21" to pay in full to stop from foreclosure. Haase has also been working on land of low value and will have an update soon. Haase states the Town has collected 82,000 in collections this year thus far.

4. Potential Lean Release

Collector Haase states that there is a lean on a home due to a grant. No money is owed.

Selectman Swain Moves to release the lean on 28 Ayer Road in Shirley. Kendra J Dumont vote Aye, David N Swain vote Aye and Robert E. Prescott, Jr. vote Aye.

5. Assessors Request for Seasonal Appointment

The Board of Assessors took a seat and Dorothy Wilbur stated their need for a Assessors Clerk to work with Principal Assessor William Conor part time.

TA Garvin announced that there is no opposition to the position being posted seasonal part time as long as it ends with fiscal year 2017.

Selectman Swain Moves to internally post the Assessors Clerk position with a date ending 6/30/2016. Kendra J Dumont vote Aye, David N Swain vote Aye and Robert E. Prescott, Jr. vote Aye.

6. Appointment of Interim Animal Control Officer-Jennifer Howald

Selectman Swain Motions to appoint Jennifer Howald to the position of Interim Animal Control Officer with a term to expire upon return of Animal Control Officer. Selectman Dumont Seconds the Motion. David N Swain vote Aye, Kendra J Dumont vote Aye, Robert E. Prescott vote Aye.

7. MPO Sub Region Representative Discussion

TA Garvin stated that the Town needs to appoint a representative to the Montachusett Planning Organization, which is a five town body that seeks regional improvement and planning. Garvin suggests that one of the selectmen take on this role. An Alternate Representative is also needed for when the representative cannot make the meetings. Thatcher Keiser of Devens has requested all the Towns name him their alternate representative to represent the regions interest. Selectmen Dumont requested that the appointment of the regular representative be saved for a later date when the schedule becomes available but is open to appointing the alternate.

Selectman Swain Motions to appoint Thatcher Keiser to the position of Alternate Representative – Montachusett Planning Organization. Selectman Dumont Seconds the Motion. David N. Swain vote Aye, Kendra J Dumont vote Aye, Robert E. Prescott vote Aye.

8. Road Cut Permit- 16 Ayer Road

Selectman Swain Motions to approve the permit for 16 Ayer Road. Selectman Dumont Seconds the Motion. David N Swain vote Aye, Kendra J Dumont vote Aye, Robert E. Prescott vote Aye.

9. Annual Town Meeting Warrant Discussion

TA Garvin announced that the Warrant is close to complete and there will be a public hearing at the 3/28/16 Board of Selectmen's Meeting. She also ran through the articles.

OLD BUSINESS

PUBLIC COMMENTS

ANNOUNCEMENTS

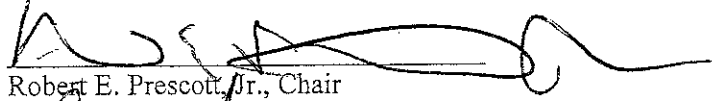
Chairman Prescott announced the next Board of Selectman's meeting will be March 28th 2015 at 7:00pm

ADJOURNMENT

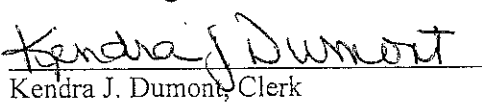
With no further business to discuss, *Motion and Seconded to adjourn at 8:04 p.m., Robert E. Prescott vote Aye, Kendra J. Dumont vote Aye, and David N. Swain, vote Aye.*

Respectfully submitted,
Nathan Boudreau, Executive Assistant

Date Accepted: _____


Robert E. Prescott, Jr., Chair


David N. Swain, Vice Chair


Kendra J. Dumont, Clerk

Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Board constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Board as to the completeness or accuracy of such statements.

Town of Shirley Massachusetts



WARRANT

for the

2016 ANNUAL TOWN MEETING

Ayer-Shirley Regional Middle School
Auditorium, 1 Hospital Road
Beginning SATURDAY, April 23, 2016 @ 9:00 AM

Attention – Voters and Taxpayers

Please bring this Report to Town Meeting

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DRAFT

Town of Shirley Warrant, Annual Town Meeting, April 23, 2016

ORDER OF ARTICLES

Citizens Checklist

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<hr/>		
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NOTICE

If the business of this Warrant for the Annual Town Meeting is not concluded on Saturday, April 23, 2016, it is proposed to adjourn as follows, provided that the Meeting so votes: to Monday, April 25, 2016 at 7:15 p.m.

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DRAFT

**Town of Shirley
Annual Town Meeting
April 23, 2016
Warrant**

Middlesex, ss.

Commonwealth of Massachusetts

To any of the Constables of the Town of Shirley in said County,

Greetings:

In the name of the Commonwealth aforesaid, you are hereby required to notify and warn the Inhabitants of said Town, qualified to vote in Town affairs, to assemble in the Auditorium of the Ayer-Shirley Regional Middle School at 1 Hospital Road in Shirley on Monday, the twenty third day of April, 2016 at 9:00 a.m., to consider the following:

ARTICLE 1: Accept Annual Town Report

To see if the Town will vote to accept the Reports of the Selectmen and other Town Officers for the Fiscal Year July 1, 2014 through June 30, 2015, as published and promulgated, a copy having been filed in the Office of the Town Clerk; or take any other action relative thereto.

Summary:

MGL c. 40, s. 49 requires the Selectmen to publish an Annual Report. It must include reports of the Selectmen, the Ayer Shirley Regional School District, Nashoba Valley Technical High School, the Accountant, and the Treasurer, while participation by other boards, committees, commissions, officials, and departments is voluntary. This article provides for formal acceptance of the compiled Annual Report, copies having been made available in advance of Town Meeting.

A majority vote is required for the passage of this article.

Sponsored by:

BOARD OF SELECTMEN

Board of Selectmen:

Finance Committee:

Article 2: Prior Year Bills

To see if the Town will vote to transfer a sum of money to pay bills incurred in a prior fiscal year by a transfer from available funds; or take any other action relative thereto.

Summary: *The fiscal year ends on June 30th of each year. However, the General Laws provide further that the Town has until July 15th for departments to submit all charges against their budgets to the Town Accountant. This process allows the Town to close its books on a fiscal year and submit financial reports to the Commonwealth on a timely basis. However, on a few occasions, there are invoices that are received well past the July 15th deadline.*

3/14/2016

This article seeks funding for the following prior year bill(s):

A 4/5 vote is required for the passage of this article.

Sponsored by:
BOARD OF SELECTMEN

Board of Selectmen:
Finance Committee:

**ARTICLE 3: Accept Salary Classification Plan, FY 2017 Wage Scale
(See Appendices A & B)**

To see if the Town will vote to:

- a) Accept the Salary Classification Plan, as set forth in Appendix A;
- b) Amend the FY17 Wage Scale by ___% effective July 1, 2016, as set forth is Appendix B;

Or take other action relative thereto.

Summary: *The Town adopted a salary classification plan and wage scale at the 1998 Annual Town Meeting; the plan and scale have been revised regularly since then. This article also allows for all union and employee contracts to be funded.*

A majority vote is required for the passage of this article.

Sponsored by:
BOARD OF SELECTMEN
PERSONNEL BOARD

Board of Selectmen:
Finance Committee:

ARTICLE 4: ELECTED OFFICIALS' COMPENSATION

To see if the Town will vote to allow the following compensation for the following elected Officials and further, to see if the Town will raise and appropriate or transfer from available funds a sum of \$99,976.13 for the purpose of funding these salaries for elected officials effective July 1, 2015, or take any other action relative thereto:

Selectman (three)	\$ 300.00	Town Clerk	\$ 63,782.49
Board of Assessors (three)	\$ 300.00		

for the ensuing year, or to take any other action relative thereto.

Sponsored by:
BOARD OF SELECTMEN

Board of Selectmen:
Finance Committee:

Summary: *To provide compensation for elected officials as proposed with an increase for the Town Clerk. The amount proposed is the amount requested by the Department.*

A majority vote is required for the passage of this article.

Article 5: Appropriate Omnibus Operating Budget for FY 2017 (See Appendix C)

To see if the Town will vote to raise and appropriate, or transfer from available funds such sums of money as may be required to defray Town charges for the fiscal period July 1, 2016 to June 30, 2017; or take any other action relative thereto.

Summary: *This article presents the proposed omnibus operating budget of the Town for FY2017, together with prior year approvals for spending comparisons (see Appendix C for the detailed line item budget).*

A majority vote is required for the passage of this article, unless transferring funds from the Stabilization Fund, in which case a 2/3 vote is required.

Sponsored by:
BOARD OF SELECTMEN

Board of Selectmen:
Finance Committee:

Article 6: Approve Five-Year Capital Improvement Plan (See Appendix D)

To see if the Town will vote to approve the FY2017 Capital Budget, together with the ensuing four years, said five-year plan known as the Capital Improvement Plan, as set forth in Appendix D; or take any other action relative thereto.

Summary: *This article presents the proposed five (5) year Capital Plan.*

A majority vote is required for the passage of this article.

Sponsored by:
BOARD OF SELECTMEN

Board of Selectmen:
Finance Committee:

Article 7: Appropriate Capital Item(s) for FY 2017

3/14/2016

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum or sums of money for the purpose of funding the FY 2017 Capital Budget item as follows:

Item A	International Plow Sander	DPW	\$117,860
Item B	John Deer 710 Backhoe	DPW	\$132,500
Item C	Car #25 Chief Cruiser	Police	\$38,000
Item D	Engine 4	Fire	\$273,750
Item E	Protective Gear 20S.C.B.A.	Fire	\$176,780

Summary: The total Capital Request is \$00.00 will be borrowed and the remainder will be funded as a one-time expense through the Capital Stabilization Fund.

A 2/3 majority vote is required for the passage of this article for those items funded through the Capital Stabilization Fund as well as borrowing.

Sponsored by:
BOARD OF SELECTMEN

Board of Selectmen:
Finance Committee:

Article 8: Appropriate Sewer Commissioner's Budget for FY 2017

To see if the Town will vote to raise and appropriate, or transfer from available funds, including Sewer Enterprise receipts, a certain sum of money for the FY16 budget to operate the Sewer Enterprise; or take any other action relative thereto.

LINE 442: FY2017 SEWER DEPARTMENT BUDGET

<u>Description</u>	<u>Appropriated FY16</u>
Wages, Hourly	\$16,450.65
Health Insurance	\$00.00
Medicare	\$239.00
Contracted Services/Operations & Maintenance	\$377,220.91
General Operations/User Expenses	\$102,200.00
Capital Item	\$136,500.00
Reserve Fund	\$00.00
Capital Assessments & Debt Service/Betterment Expenses	\$885,843.82
Total Sewer Department	\$1,518,454.38
Indirect Cost Expenses	\$40,429.00
Total Sewer Department Spending	\$1,558,883.38

Summary: *This article presents the proposed Sewer operating budget of the Town for FY2017. The Capital being requested is for a pump upgrade, generator, spare pump, replacement cab and a new transducer.*

A majority vote is required for the passage of this article.

Sponsored by:
SEWER COMMISSION

Board of Selectmen:
Finance Committee:

Article 9: Appropriate Ambulance Department Budget for FY 2017

To see if the Town will vote to raise and appropriate, or transfer from available funds, including Ambulance receipts, a certain sum of money for the FY17 budget to operate the Ambulance Enterprise; or take any other action relative thereto.

LINE 231: FY2017 AMBULANCE DEPARTMENT BUDGET

<u>Description</u>	<u>Appropriated FY16</u>
Salary, Ambulance Director	\$13,990.50
Wages, Hourly – On-call EMT's, Billing Clerk	<u>\$32,151.91</u>
EMT Stipends	\$00.00
Health Insurance	\$20,371.97
Medicare	\$806.00
Expenses	\$24,707.00
Reserve Fund	\$5,000.00
Per Diem	<u>\$100,084.00</u>
Total Ambulance Department	<u>\$197,111.38</u>
Indirect Cost Expenses	<u>\$9,702.73</u>
<u>Total Ambulance Department Spending</u>	<u>\$206,814.11</u>

Summary: This article presents the proposed Ambulance operating budget of the Town for FY 2017.

A majority vote is required for the passage of this article.

Sponsored by:
AMBULANCE DEPARTMENT

Board of Selectmen:
Finance Committee:

Article 10: Appropriate Curbside Solid Waste/Recycling Budget for FY 2017

To see if the Town will vote to raise and appropriate, or transfer from available funds, including Solid Waste/Recycling receipts, a certain sum of money for the FY17 budget to operate the Solid Waste Enterprise; or take any other action relative thereto.

LINE 433: FY2017 SOLID WASTE/RECYCLING CURBSIDE COLLECTION BUDGETS

<u>Description</u>	<u>Appropriated FY16</u>
Expenses	<u>\$135,000.00</u>
Total Solid Waste/Recycling Curbside Collection	<u>\$135,000.00</u>

Summary: This article presents the proposed Solid Waste operating budget of the Town for FY2017.

A majority vote is required for the passage of this article.

Sponsored by:
BOARD OF HEALTH

**Board of Selectmen:
Finance Committee:**

Article 11: Re-establish Departmental Revolving Funds

To see if the Town will vote to authorize revolving funds under Massachusetts General Law, Chapter 44, Section 53E ½ for the following departments in Fiscal Year 2017 with expenditures from said funds shall be limited to a certain sum as specified during Fiscal Year 2017:

a) Council on Aging Van Service (Re-establish)

Fiscal Year Expenditure Limit: \$52,000
Authorized Department: Council on Aging
Program or Purpose: Van service for transporting the elderly and disabled
Revenue Source: Fees, fares or reimbursement from Montachusett Regional Transportation Authority

b) Advertising & Postage Costs Advanced by Applicants (Re-establish)

Fiscal Year Expenditure Limit: \$5,000
Authorized Department: Relevant departments
Program or Purpose: Pass-through account for legal advertisements and postage funded by applicants for licenses, permits, etc.
Revenue Source: Charges, costs, and fees advanced or reimbursed by applicants in connection with applications for licenses, permits, variances, or other matters

c) Boarding & Caring for Impounded Dogs (Re-establish)

Fiscal Year Expenditure Limit: \$5,000
Authorized Department: Police Department
Program or Purpose: Boarding and caring for impounded dogs
Revenue Source: Fines and payments by owners for boarding dogs

d) Wetlands By-law Expenses (Re-establish)

Fiscal Year Expenditure Limit: \$25,000
Authorized Department: Conservation Commission
Program or Purpose: Pass-through account for expert engineering and consulting services retained by the Conservation Commission for review of applications under the Wetlands Bylaw
Revenue Source: Costs and fees advanced by applicants

e) Fees & Expenses of Animal Inspector (Re-establish)

Fiscal Year Expenditure Limit: \$3,000
Authorized Department: Board of Health
Program or Purpose: Pass-through account for paying the Animal Inspector's stipend, fees, and other expenses
Revenue Source: Fees and charges assessed to owners for the inspection of domestic animals in accordance with Massachusetts General Laws Chapter 129, Section 19

f) Fees for Deputy Collector (Re-establish)

Fiscal Year Expenditure Limit: \$15,000

Authorized Department: Town Collector
Program or Purpose: Pass-through account to pay statutory fees earned by the Town's Deputy Collector (independent contractor)
Revenue Source: Fees added to, and paid with, overdue bills

g) Fees & Expenses of Field Driver (Re-establish)

Fiscal Year Expenditure Limit: \$2,000
Authorized Department: Police Department
Program or Purpose: Pass-through account for paying the fees and expenses of the Town's Field Driver
Revenue Source: Charges assessed to owners for collecting, transporting, and impounding their strayed animals

h) Fees & Expenses of Police Lock-up (Re-establish).

Fiscal Year Expenditure Limit: \$5,000
Authorized Department: Police Department
Program or Purpose: Pass-through account for providing lock-up facilities to other governmental entities
Revenue Source: Fees paid for use of cells

i) Expenses of Planning Board (Re-establish)

Fiscal Year Expenditure Limit: \$40,000
Authorized Department: Planning Board
Program or Purpose: Pass-through account for expert engineering and other consulting services, and for required legal advertising, and for expenses incurred by the Planning Board for review of applications under its Subdivision Control Regulations
Revenue Source: Costs and fees advanced by applicants

j) Expenses of Recycling (Re-establish)

Fiscal Year Expenditure Limit: \$3,000
Authorized Department: Board of Health
Program or Purpose: Pass-through account for expenses of recycling cardboard, glass, metals, paper, plastics, etc.
Revenue Source: Payments for recycled materials

k) Expenses of Recreational Fields (Re-establish)

Fiscal Year Expenditure Limit: \$25,000
Authorized Department: Recreation Fields Committee
Program or Purpose: For the costs of maintenance, equipment, and supplies, renovations and/or improvements to any and all Town-owned Recreation fields, including related design services
Revenue Source: Fees, donations, gifts

l) Council on Aging Medical Transport Expenses (Re-establish)

Fiscal Year Expenditure Limit: \$3500
Authorized Department: Council on Aging
Program or Purpose: For the costs of transportation to medical events for the elderly that supplements services already provided by the MART van
Revenue Source: Grants, donations, fares

m) Council on Aging Newsletter Printing Expenses (Re-establish)

Fiscal Year Expenditure Limit: \$4,000
Authorized Department: Council on Aging
Program or Purpose: For the costs of advertising and printing the monthly COA newsletter

Revenue Source: Revenue from advertisements; grants, donations

n) Conservation Commission (Re-establish)

Fiscal Year Expenditure Limit: \$25,000
Authorized Department: Conservation Commission
Program or Purpose: For the costs of oversight and management of conservation land, including forestry.
Revenue Source: Revenue from Forestry undertaken on Town Conservation land.

Description: The purpose of utilizing receipts and fees received in connection with the sale and harvest of timber, and other forestry products, conducted on Town-owned conservation land under the care and custody of the Shirley Conservation Commission, said receipts and fees to be credited to said account and expended by the Conservation Commission for oversight and management of conservation lands owned by the Town, with the maximum amount in said account not to exceed \$25,000.

o) Library Donations (Establish)

Fiscal Year Expenditure Limit: \$25,000
Authorized Department: Library
Program or Purpose: For the costs of
Revenue Source: Revenue from Donations made to Library

Description: The purpose of utilizing receipts and fees received in connection with donations made to the library, with the maximum amount in said account not to exceed \$25,000.

Sponsored by:
BOARD OF SELECTMEN

**Board of Selectmen:
Finance Committee:**

Summary:

Some of the Town's governmental functions are able to produce enough revenue, through fees, grants, and the like, to support particular expenses. Formerly the Town had to raise the expense money at Town Meeting and then offset the appropriation with estimated receipts to keep the tax rate at a minimum. More recently state law has provided for the use of revolving funds, and now this article has become a standard article in Shirley.

The result is essentially the same, but the balancing is demystified. The voter can clearly see what is happening, rather than worry whether a particular revenue stream is truly being used to fund the service for which it is received versus some other unrelated function. The law requires that revolving funds generally be voted at an Annual Town Meeting and renewed annually.

A majority vote is required for the passage of this article.

Article 12: Additional Property Tax Exemption

To see if the Town will vote to accept the provisions of M.G.L. Chapter 59, §5C1/2, inserted by Section 14 of Chapter 62 of the Acts of 2014, which provides for an additional real estate exemption for taxpayers who qualify for property tax exemptions under M.G.L. Chapter 59, §5, including certain blind persons, veterans, surviving spouses and seniors, and to provide that the additional exemption shall be up to 100 percent of the personal exemption, to be effective for

exemptions granted for any fiscal year beginning on or after July 1, 2016, ; or take any other action relative thereto.

Summary:

The Commonwealth of Massachusetts allows exemptions to qualified persons that help to defray the amount of property taxes to be paid. Each exemption has requirements that the applicant must meet in order to be eligible. Exemption must be approved by the Assessors. This article provides that the Town grant an additional exemption, above the statutory amount, not to exceed 100%, provided that an applicant cannot pay less than what was paid in the preceding year on the property.

A majority vote is required for the passage of this article

**Sponsored by:
ASSESSORS**

**Board of Selectmen:
Finance Committee:**

Article 13: Authorize Borrowing to Appropriate for Performance Contracting

To see if the Town will vote to authorize the Board of Selectmen to enter into an energy services performance contract for a term not to exceed 13 years, and to appropriate the sum of \$192,000.00, or any other sum, in order to enter Phase II of an energy savings program (Performance Contracting) in Town -owned buildings, and to meet such appropriation to authorize the Treasurer, with approval of the Board of Selectmen, to borrow said sum in accordance with Section 7 of Chapter 44 of the General Laws, or any other enabling authority, and issue bonds and notes therefore; or take any other action relative thereto.

Summary: *The Air Handling system on the Police Station is past the end of life. The Town Hall air handling system has had three failures since July 2015, and is nearing end of life. This article seeks to replace both units before complete failure.*

A majority vote is required for passage of this article.

**Sponsored by:
BOARD OF SELECTMEN
ENERGY COMMITTEE**

**Board of Selectmen:
Finance Committee:**

Article 14: Transfer to the General Stabilization Fund

To see if the Town will vote to transfer a sum of money to the General Stabilization Fund by a transfer from available funds; or take any other action relative thereto.

Summary:

This article transfers to the General Stabilization Fund surplus funds realized as a result of any other actions taken in the previous articles of this warrant. Additionally, should additional revenues be recognized or state aid increase after the signing of this warrant, the Town has the means to "capture" those revenues with this article, and deposit those receipts into the General Stabilization Fund.

A two-thirds vote is required for passage of this article.

**Sponsored by:
BOARD OF SELECTMEN**

**Board of Selectmen:
Finance Committee:**

Article 15: Transfer to the Capital Stabilization Fund

To see if the Town will vote to transfer a sum of money to the Capital Stabilization Fund by a transfer from available funds; or take any other action relative thereto.

Summary:

This article transfers to the Capital Stabilization Fund surplus funds realized as a result of any other actions taken in the previous articles of this warrant. Additionally, should additional revenues be recognized or state aid increase after the signing of this warrant, the Town has the means to "capture" those revenues with this article, and deposit those receipts into the Capital Stabilization Fund.

A two-thirds vote is required for passage of this article.

**Sponsored by:
BOARD OF SELECTMEN**

**Board of Selectmen:
Finance Committee:**

Article 16: Amend Capital Improvement Plan Article XXV

To see if the Town will amend Article XXV "Capital Improvement Plan" Bylaw as set forth below with text to be inserted shown by underlining and text to be deleted shown by strikethrough, or take any other action relative thereto;

**ARTICLE XXV
CAPITAL IMPROVEMENT PROGRAM**

- Section 1 The Finance Committee, in conjunction with the Board of Selectmen, shall be responsible for developing an Annual Capital Improvement Program for the Town. An Article setting forth the Capital Improvement Program shall be included each year in the Annual Town Meeting Warrant for adoption by the Town. [Amended June 3, 2002 ATM and June 8, 2009 ATM]
- Section 2 Capital Projects and Purchases, to be included in the capital Improvement Program, must meet all the following criteria:

- 1) Purchased or undertaken at intervals of not less than 3 years;
- 2) Have a useful life of at least three years; and
- 3) Cost over \$10,000.

All Officers, Boards, Commissions, and Committees shall, by January 30, of each year, submit to the Finance Committee information concerning all anticipated Capital Projects and Purchases requiring Town Meeting action. Such information submitted to the Finance Committee shall include information about all Capital Projects and Purchases anticipated for the next five-year period. The Finance Committee shall consider the relative need, timing, cost, and other impacts of the requested expenditures, including the effect each will have on the financial position of the Town. ~~No appropriation for a Capital Project or Purchase shall be considered by the Finance Committee for action unless the proposed Project or Purchase is included in the Capital Improvement Program.~~

Section 3 Adoption at Annual Town Meeting of the Capital Improvement Program shall authorize the expenditure of sums from departmental budgets for surveys, architectural or engineering advice, and options or appraisals toward Capital Projects and Purchases included in the Program. Except as otherwise authorized by vote of a Special Town Meeting, no such expenditure shall be made for Capital Projects or Purchases which are not included in the program, nor for preliminary planning for Capital Projects or Purchases to be undertaken more than five years in the future.

Section 4 The Finance Committee shall publish a report of its recommendations about the Capital Improvement Program each year and place the same on file with the Town Clerk.

Summary: The intent of the proposed changes is to allow for funding of capital expenditures that are unforeseen, and therefore not on the Annual Capital Plan, to be considered at Special Town Meeting. Text to be inserted is shown by underlining and text to be deleted shown by strikethrough.

A majority vote is required for passage of this article.

Sponsored by:
BOARD OF SELECTMEN

Board of Selectmen:
Finance Committee:

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