

**Warrant Committee Meeting Minutes  
March 11, 2019**

<b>Warrant Committee Members</b>	Present: <b>Michael Pastore (chairperson), Joanna Hilvert, Sharon Tatro, Robert Sliney, Jeremy Marsette, Kristine Barton, Newton Thompson, Amanda Hall (Arrived at 7:06pm)</b> Absent:
<b>Guests</b>	George Lester (Planning Board), Teresa James (Planning Board)
<b>Meeting Location</b>	Public Safety Conference Room, 2 <sup>nd</sup> Floor
<b>Meeting Times</b>	Meeting convened: 7:03pm      Meeting adjourned: 9:12 pm
<b>Approval of Previous Meeting Minutes</b>	<ul style="list-style-type: none"> <li>Meeting minutes of 2/25/19 approved as amended 8-0</li> </ul>
<b>Operational Budgets (including votes taken)</b>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
<b>Warrant Articles (including votes taken)</b>	<ul style="list-style-type: none"> <li><i>Article 23 Proposed Upper Spring Street Overlay District (USSOD)</i> Introduction and overview by Newton Thompson and George Lester. The RU District was approved last year, this proposed zoning change builds on that by adding an overlay district. Planning Board held public meetings, no opposition was heard. This would be the first overlay district within Town (the overlay district would provide flexibility and certain development under the overlay would require Special Permitting through Planning Board). In the future there may be an overlay district proposed for the former state hospital. <i>Voted 8-0 in favor</i></li> <li><i>Article 24 Zoning Bylaw Updates Zoning Board of Appeals Special Permit Requirements</i> Kristine Barton gave overview of this proposed update to the Zoning Bylaws. The intent is to update the Zoning Board of Appeals process to be similar to that currently used by the Planning Board, such that the process and requirements are consistent. <i>Voted 8-0 in favor</i></li> <li><i>Article 25 Zoning Bylaw Updates to Table of Use</i> Kristine Barton gave overview of the proposed amendments to the Table of Use within the Zoning Bylaw. These amendments are mostly 'house keeping' and cleanup of the table to be more consistent and clear. <i>Voted 8-0 in favor</i></li> <li><i>Article 5 Public, Educational and Government (PEG) Access and Cable Related Fund</i> Kristine Barton gave overview of warrant article. The Department of Revenue has new requirement that require the creation of either an</li> </ul>

Enterprise Fund or a PEG Access and Cable Related Fund. Funds must now be appropriated by Town Meeting.  
Voted 7-0-1 in favor. Michael Pastore abstained

- *Article 6 FY18 Unpaid Bills*  
Sharon Tatro gave an overview and background of this annually recurring warrant article. The article allows the Town to pay bills from the previous fiscal year.  
*Voted 8-0 in favor*
- *Article 7 Affix Salary of Elected Officials, Article 8 Personnel Administration Pay Plan*  
Jeremy Marsette noted that the Personnel Board is meeting on Monday March 11<sup>th</sup> to discuss recommendations on these items. No action was taken, pending recommendations by the Personnel Board.
- *Article 9 Operating Budget*  
No action. Additional information needed. Michael Pastore noted that the School Department was currently requesting a 4.2% budget increase over FY18 (this is down from their prior requested increase). He noted it was the School Department's recent goal to get down to a 4.0% increase.
- *Article 10 Capital Budget*  
Sharon Tatro noted that there have been no changes made to the previously discussed Capital Expenditures proposed for FY20. Jeremy Marsette noted that the source of funding (borrowing, cash-tax levy, etc) was not yet provided for several capital items. The need for a detailed and inclusive Five-year Capital Plan provided early in the FY21 budget cycle was noted.  
*Voted 7-1 in favor*
- *Article 11 Municipal Building Stabilization Fund*  
No action
- *Article 13 Disposal of Surplus Property*  
Joanna Hilvert gave an overview and provided detail for the proposed amendment to the Town's General Bylaws. The change would allow the Town to dispose of surplus property with values below \$10,000 without needed Town Meeting approval. However, all applicable requirements under Massachusetts General Law for disposal of surplus property would still need to be followed by the Town.  
*Voted 8-0 in favor*
- *Article 14 Ride Share Funds*  
Overview provided by Michael Pastore. This article appropriates the fees charged for ride shares (Uber, Lyft, etc) for use by the Director of

Public Works for transportation related expenses (roads, sidewalks, etc).

*Voted 8-0 in favor*

- *Article 15 Lease of Space for Cell Tower Antennae Mount Nebo Water Storage Tank*

Overview provided by Joanna Hilvert. This article authorizes the Selectmen to enter into a lease for with private communications companies for the installation antennae on the Mount Nebo Water Storage Tank. The lease would generate income for the Town.

*Voted 8-0 in favor*

- *Article 16 Donation of Land off of Mohawk Street*

Overview provided by Kristine Barton. This article would authorize the Selectmen to accept by gift a parcel of land located off of Mohawk Street. The parcel contains 1.04 acres in Medfield. The parcel must still be subdivided as it also contains land in Norfolk (3 acres). The Norfolk County Engineering Office has been requested to help with the subdivision. All town taxes and fees are paid and current. The land in Medfield currently generates a couple hundred dollars annually in property taxes.

*Voted 8-0 in favor*

- *Article 17 Danielson Mill/Richie Pond Dam*

Overview provided by Jeremy Marsette. This Dam is one of two owned by the Town. Dams are regulated and permitted by the Department of Conservation and Recreation Office of Dam Safety. Compliance with regulations are the responsibility of the owner of the dam, noncompliance may lead to fines. The Danielson Mill/Richie Pond Dam is located off of Route 27 south of Homestead Drive. The dam is classified as having significant hazard potential and is in poor condition with deficiencies noted by past inspections. A Certificate of Non-compliance and Dam Safety Order was issued to the town on February 12, 2018. The Order set for additional requirements, set deadlines for compliance, and specifies fines of \$5,000 per day for noncompliance. The warrant article would provide funding of \$72,120 for engineering services related to the Order. Additional funding for construction would be sought at a future Town Meeting. The costs of construction were not known.

It was noted that several of the dates set by DCR in the Order have passed and the requirements not meet. It was requested that the Town provide assurance that DCR has agreed to new dates of compliance and that the Town was not current liable for fines.

*No action, pending confirmation of compliance dates*

- *Article 18 Funds for Economic Vitality of the Town*

Bob Sliney gave overview. These funds are generally used at the

discretion of the Selectmen to support various small projects. The Selectmen have not yet provided a requested amount of funds nor have they provided detail for what purpose the funds may be used.  
*No action*

- *Article 20 Contribution to OPEB Trust Fund*  
Amanda Hall gave overview. The article would appropriate funds to the OPEB Trust Fund (Other Post-employment Benefits Trust Fund). Recent changes to accounting standards requires noting the amount of OPEB liabilities on the Town's balance sheet. The Town has approximately \$2-3 million in OPEB liability in total. The Selectmen's current financial policy requires an annual contribution of \$425,000 to the OPEB Trust fund.  
*Voted 8-0 in favor*
- *Article 21 Plastic Checkout Bag Prohibition*  
Amanda Hall provided overview of the proposal to prohibit thin-film, single-use plastic checkout bags at merchants within Town. Approximately 90 other Massachusetts communities have established similar prohibitions and regulations. The older established regulations tend to be less restrictive and the newer more restrictive. The champions of this warrant article have performed outreach to local retailers and businesses. The Selectmen recently discussed at one of their meetings and supported the prohibition. There is a bill before the state legislature considering a statewide ban.  
*Voted 8-0 in favor*
- *Article 22 Fire Hydrant Access*  
Mike Pastore provided overview and background of the Article which would provide additional requirements and enforcement regarding access to fire hydrants. The Fire Chief supports the article.  
*Voted 8-0 in favor*
- *Article 26 Disposal of Parcel A (Hinkley South)*  
Bob Sliney gave brief overview of article that would authorize the Selectmen to dispose of Parcel A as shown on the plans entitled "Approval Not Required (ANR) Survey Medfield Senior Center Medfield Massachusetts" prepared by DiPrete Engineering. It was noted that Sarah Reposa, Town Planner, would be attending the next Warrant Committee meeting to discuss.  
*No action*
- *Article 27 Composition of Affordable Housing Trust Fund Membership*  
Mike Pastore gave overview of this warrant article that would amend the member composition of the Affordable Housing Trust Fund by removing membership by the Affordable Housing Committee. The Affordable Housing Committee has completed their work and has

	since been disbanded. <i>Voted 8-0 in favor</i>
<b>List of all documents and exhibits used</b>	n/a
<b>Other Business</b>	<ul style="list-style-type: none"> <li>• Joanna Hilvert noted that there were discussions regarding adding a warrant article to Town Meeting to clarify the definitions included in the Demolition Delay Bylaw. No article has yet been provided, more information will be provided for consideration at future meetings.</li> <li>• Warrant Committee Meeting of March 18<sup>th</sup> will discuss Revolving Funds, Articles 7, 8, 11, 17, 18, and 26</li> <li>• Kristine Trierweiler, Town Administrator, will attend March 18<sup>th</sup> meeting to discuss Operating Budgets</li> <li>• It is anticipated that April Warrant Committee meetings will continue to discuss Operating Budgets and vetting of Warrant Committee write-ups for Warrant Articles.</li> </ul>
<b>Follow-ups</b>	
<b>Dates for Meetings Other than WC</b>	<ul style="list-style-type: none"> <li>• Joint Warrant Hearing with Board of Selectmen to be held March 19, 2019</li> <li>• Town Meeting April 29, 2019</li> </ul>
<b>Names of people participating remotely and why</b>	n/a
<b>Other</b>	•

Respectfully Submitted: Jeremy Marsette

Approved minutes to be sent to: [ktrierweiler@medfield.net](mailto:ktrierweiler@medfield.net)