



**REPORT ON THE WARRANT
FOR THE
ANNUAL TOWN MEETING**

**AMOS CLARK KINGSBURY HIGH SCHOOL
CALVIN FISHER FIELD**

Saturday, June 27, 2020

11:00 AM

**Prepared by
BOARD OF SELECTMEN
June 2020**

PLEASE BRING THIS REPORT TO TOWN MEETING

PLEASE NOTE

Annual Town Meeting will be held **outside** at the
Medfield High School
Calvin Fisher Field

SATURDAY, JUNE 27, 2020
11:00AM

WEATHER

**If the meeting must be called due to the weather it will be posted in
the following locations by 9:00 AM on 6/27/20**

Website	town.medfield.net
Twitter	@TownofMedfield
Facebook	@TownofMedfield

If you would like to be notified via text please sign up for CivicReady notifications:
<https://www.town.medfield.net/1841/Alerts-Notifications>

RAIN DATE
Monday, June 29, 2020
5:00PM

TABLE OF CONTENTS

Guidelines for the Conduct of the 2020 Annual Town Meeting	1
Message from the Moderator	3
Prefatory Remarks by Chairman of the Warrant Committee	5
Review of Town Finances	8
Reserve Fund Transfers	15
Debt Schedule	16
Warrant for Annual Town Meeting 2020	17
Index of Town Meeting Articles	42

Guidelines for the Conduct of the 2020 Annual Town Meeting

The Medfield Town Charter (Sec. 2-1) provides: “**Legislative authority of the town shall be vested in the town meeting open to all registered voters.**”

Under special provisions of the laws of the Commonwealth, the 2020 Annual Town Meeting will require a **quorum** of twenty-five (25) voters to commence. The Town Meeting shall begin when the Town Clerk acknowledges the quorum requirement is met and reads the return of service on the Warrant.

The **subject matter** of the meeting is limited to the Articles set forth in the Report on the Warrant for the Annual Town Meeting. The Warrant serves as Notice of the subject matter of the Town Meeting.

All non-voting **visitors** invited to the Town Meeting shall be seated in an area designated by the Moderator for visitors. At the start of the meeting a Motion shall be made by the Moderator to permit non-voting participants ‘to sit within’ the Town Meeting.

The Moderator will ask the Chairperson of the Warrant Committee to offer **introductory remarks** about the Warrant, the town’s budget, and current financial considerations. The Moderator will then ask our Town Administrator to make similar introductory remarks about the town’s fiscal condition and other considerations relevant to the meeting.

The **order of consideration of the Articles** will be described and declared by the Moderator in his welcome and introduction.

The Moderator will recognize the Warrant Committee for the purpose of making the **Main Motion** on each Article, except in instances where the Warrant Committee is recommending dismissal and the sponsor of the Article does not agree. In such a case, the Moderator will recognize the sponsor of the article for the purpose of making a positive Main Motion. Immediately after the Main Motion, the Moderator will recognize a member of the Warrant Committee for the purpose of providing their report -- positive or negative, majority or minority -- as appropriate. The Moderator will then ask for any report required by law from a Medfield Town board or agency. The proponents of the Main Motion will then be recognized. There will be no requirement of a ‘second’ from the floor on Main Motions.

As each article of the Warrant is presented, the **discussion and the vote** are not on the Article as printed in the Warrant, but rather on the Motion that is on the floor for consideration. There will be several Motions at the meeting that will not precisely track the Articles as printed in the Warrant Report.

To avoid confusion, the Moderator will allow only **one Motion to Amend** be pending on the floor at any one time.

Any voter wishing to speak to the Town Meeting should go to a designated microphone, and upon being recognized by the Moderator, should identify her or himself by name, street address and town office (if any). On certain Articles the Moderator may exercise the discretion of asking proponents of an Article and opponents of an Article to go to separate microphones. All **speakers** shall be recognized by the Moderator before providing their comments or views. It is requested that all participants speak to the community by generally addressing their comments and views ‘through’ the Moderator. The Moderator will enforce a discretionary time limit on speakers. The Moderator asks that speakers not be offended if asked to complete remarks within a limited and defined timeframe.

It will be the practice of the Moderator to initially take voice **votes**. In this meeting the Moderator will likely ask for a show of hands. If the Moderator remains in doubt, a count by standing vote will be taken. Such count shall be administered by the Deputy Moderator. Once the voting procedures commence, no further discussion will be allowed on the Motion until the Moderator declares the outcome of the vote.

If members of the Town Meeting **doubt the ruling** of the Moderator on a voice or hand vote, by state statute, any seven voters may demand that a standing vote be taken.

State statutes and Town Bylaws require that Motions of a certain subject matter be enacted by more than a majority vote. Certain Articles will require a **supermajority** and the Moderator will inform the Town Meeting of the need for a supermajority when the Article is introduced.

The Town Charter (Sec. 2-12) provides: "A vote of the town meeting shall be subject to only one **motion for reconsideration** and such motion shall require a two-thirds (2/3) vote. Action on any motion for reconsideration shall be postponed until the next session unless the current session has been declared to be the last. No motion for rescission shall be in order. The Moderator shall maintain discretion regarding motions for reconsideration.

The Moderator has broad discretion in the **administration of the Town Meeting**. As such, the Town Charter (Sec. 2-4) requires that the Moderator shall stand for election each year. State statutes provide: "The moderator shall preside and regulate the proceedings, decide all questions of order, and make public declaration of all votes."

The Moderator shall rely on the following **foundations for the exercise of his discretion**: principles of fairness, prudence, and expedience; consideration of the best interests of the community; past precedent in the administration of the Medfield Town Meeting; and guidance from published authorities.

All cell phones, portable devices, and pagers should be **turned to 'off'** or 'silent' throughout the Town Meeting.

Thank you for being a member of Medfield's legislative body and for participating in the delicate art of self-government.

MESSAGE FROM THE MODERATOR

A special hello to my neighbors:

I'm thinking back to last November 18th when we came together for a Special Town Meeting to address articles related to zoning at the former Medfield State Hospital. We anticipated gathering again for our 2020 Annual Town Meeting on the first Monday of May.

Instead, our world and our community have been challenged in an unprecedented manner by uncertainty and change. And change will be a theme for the 2020 Annual Town Meeting. We will meet outside at the high school's turf field. We will meet on a Saturday morning at the very end of June. We will have a quorum requirement reduced from 250 voters down to 25 voters. We will limit our purpose and agenda to the essential legislative business of the town including, most specifically, the budgets for the upcoming fiscal year and articles of financial consequence. We will have a historically brief Town Meeting. We will be following guidance from our Board of Health.

Generally, I enjoy urging all of Medfield's voters to come to our Annual Town Meeting. We have established a very proud heritage, over three and a half centuries, of direct and open self-government. We have embraced our role as the legislative branch and we always appreciate the opportunity to gather as a community. However, this year will be different. I envision a tightly orchestrated, limited agenda, and reduced quorum version of our Annual Town Meeting conducted in an expeditious fashion, in a safe and positive outdoor environment, to be held on **Saturday, June 27 commencing at 11:00am on the Calvin Fisher Field at Medfield High School**. The rain date will be Monday, June 29 at 6:00pm.

Please consider your attendance as "always welcome" but, perhaps, not as necessary as I would normally declare as your Moderator. We have a limited scope of town legislation, principally budgetary, on the warrant. Our Selectmen, Warrant Committee, School Committee, town boards, and our town administrative officials have worked exceptionally hard under very difficult circumstance to prepare and recommend a budget for the town's consideration and approval. At the next appropriate time for a Special Town Meeting, we look forward to gathering again to address the more customary range of legislative articles and initiatives.

In the near future, we have much to talk about as a town. Recent events, and the resulting reductions in state aid and local receipts, have put more pressure on an already delicate financial situation. We have worked very hard and we have stayed dedicated to advancing and balancing the values of this great community: quality education, excellent municipal services, unparalleled open space, safe streets and homes, the well-being of the young and the old, neighborhood engagement, recreation, a library, and the advancement of local commerce. Continuing to advance and balance our shared values will require the full attention and an all-out effort by the town.

As for procedures for the meeting, the law of the Commonwealth provides: "The Moderator shall preside and regulate the proceedings, decide all questions of order, and make public declaration of all votes." At the beginning of our meeting on the 27th, I will describe the guidelines for our dialogue and deliberations. My guidance will come from the traditional blend

of fairness, prudence, expedience, respectful communication, and consideration of the best interests of the community.

Please carefully review the *Report of the Warrant* and, if you attend, bring it with you to the meeting. The *Report* provides an excellent overview of town finances and the full text of articles under consideration.

Respectfully submitted,

Scott F. McDermott
Town Moderator

Prefatory Remarks of the Warrant Committee Chairman

Medfield is a small town blessed with an active and informed citizen-government. While this frequently yields constructive debate and other positive results, there are times when this makeup lends itself to misunderstanding and rumor. I would like to cut through the latter with a simple message – we face significant budgetary challenges in the foreseeable future, but those challenges are being met by diligent and committed people working together in the best interests of the Town.

In that spirit, and for your consideration of the Warrant Committee’s budget recommendation, please review the following summary that provides the basis of that recommendation. These facts are best understood in two timelines, as follows.

PRE-COVID

- Deficit projected to be \$1,316,091.
- Plan to establish a Capital Stabilization Fund modeled on Medfield’s successful Municipal Stabilization Fund.
 - The goal was to provide funding for necessary Town and School capital projects that were previously neglected due to the year-to-year pressures of operating budget considerations.
- Meet the Town’s financial policies, specifically:
 - “reserves of 9-12% but no less than 7.5% of its total annual expenditures in free cash or other reserve accounts or stabilization funds not limited to specific purposes.”
 - “free cash balance in the proposed budget for the upcoming fiscal year equal to at least 2.5% of its total annual budget approval at Town Meeting for the current fiscal year.”
- School department was ultimately asked to reduce its budget request by \$915,000 (of a total proposed \$37,936,699 budget).
 - Roughly 70% of the deficit.
- Non-school Town departments were ultimately asked to reduce their total budget request by \$401,339 (of a total proposed \$12,469,399 budget).
 - Roughly 30% of the deficit.
- Together, these changes would have balanced the budget and made minimal investments in capital (\$362,750).

POST-COVID

- After reaching a balanced “pre-COVID” budget, additional cuts were necessary due to the expected loss of revenue from the impacts of the economic shutdown.
- The Town reduced its revenue estimates by a total of \$1,466,515, based on anticipated reductions in new growth, state aid, and local receipts.
 - -\$806,983 State Aid.

- -\$569,533 Local receipts.
 - -\$90,000 New Growth.
- The proposal of a new capital stabilization fund to invest in Town and School capital was postponed indefinitely.
- To prevent Town and School departments from making all of the \$1,466,515 in cuts to balance the budget, the Town took one-time measures to reduce this deficit, including:
 - Increased use of Free Cash.
 - Cut health insurance budget.
 - Cut contribution to OPEB.
 - Cut annual contribution to the Town’s stabilization (“rainy day”) fund.
- The result of those one-time measures is that the Town’s financial policies will not be met for this fiscal year, which could negatively impact the Town’s bond rating.
- \$1,466,515 deficit, with post-COVID revenue reductions.
- \$892,500 one-time changes to reduce deficit, thereby eliminating approximately 60% of the deficit.
- \$574,015 remaining deficit.
 - 60% to be cut by schools.
 - 40% to be cut by Town.
- Final School budget breakdown:
 - School FY21 proposed budget: \$37,936,699.
 - School FY21 proposed budget reductions: \$1,259,409.
 - School FY21 final budget: \$36,877,290.
 - Represents a 1.1% increase from the FY20 School budget.
- Final Town budget breakdown:
 - Town FY21 proposed budget: \$12,469,339.
 - Town FY21 proposed budget cuts: \$764,218.
 - Town FY21 final budget: \$11,705,121.
 - Represents a 3.9% decrease from the FY20 Town budget.

From the very beginning of the budget season, the Warrant Committee informed all departments that this would be a difficult year, and that it would be reviewing each budget line-item by line-item. Nothing would be off limits. And each and every department met that challenge with full transparency and cooperation. Every question was answered – sometimes multiple times in a row. It was clear at every stop along the way that the gravity of the situation was appreciated by all, and that everyone was working with the Town’s best interests at heart. This was always going to be a difficult year from a budget perspective, as evidenced by the pre-Covid numbers, above. We did not know it would also be an unprecedented year.

None of this is fun, but all of this is necessary. Fortunately, we have an active and informed citizenry, dedicated and energetic Town employees, and elected officials that look to the future without neglecting the present. Particularly notable has been the tireless efforts of the Town Administrator, Kristine Trierweiler, and her team in steering the budget process to a consensus, and in navigating all the complex issues that have arisen in these unprecedented times. I would also like to thank the Board of Selectmen for their steady leadership and the School Committee for their partnership in working together in the best interests of the Town. And finally, our Town

Moderator, Scott McDermott, whose experience and perspective have been invaluable to the Warrant Committee throughout this process. We will only get through this together.

Michael Pastore
Warrant Committee Chair

Review of Town Finances

Looking back at the 2019 Annual Town Meeting the message from the Board of Selectmen was clear. The Town would continue its conservative approach to planning and managing the town's finances, demonstrated by: increased budget transparency, identification of new revenue sources, resolving the future of the Medfield State Hospital site, and the creation of a five-year capital improvement plan including a funding mechanism. Most importantly, our commitment to the 2018 Financial Policy would enable the Town to build up its reserves in anticipation of the Dale Street School project and help the Town to be better prepared to weather a future economic downturn. When the Board of Selectmen made those commitments to the Town Meeting last April we could not have predicted that in less than a year our Town would be facing the worldwide COVID-19 pandemic which would require a tremendous shift in how we live our lives and how we operate our government.

The Board of Selectmen would like to take this opportunity to thank all of our residents for their cooperation and understanding as we have faced this public health crisis together. Within days, we as a Town pivoted in how we provided school and basic town services. The cooperation between departments was unparalleled and once again we saw that the strength of the Medfield community lies in its ability to work together.

Thank you to all of our dedicated employees who kept the Town moving forward and provided essential services during these unprecedented times.

FY2021 Budget

It is helpful to consider the FY2021 budget process in two distinct phases. The pre-COVID-19 budget deficit was due to an ongoing structural deficit problem while the post-COVID-19 budget deficit is entirely attributable to the revenue problem caused by COVID-19.

A Note on Terminology and Process

Before the discussion on this year's budget, here is a short refresher on how our budget estimates are established and the terminology we have traditionally used. In a normal year, because our Town budget is approved before the State budget, state revenues are estimates beginning with the Governor's budget proposal in January. Similarly, forms of revenue other than property taxes are generally estimates as well (e.g. motor vehicles excise taxes, meal tax). Because property taxes are based off of a firm amount the town is allowed to tax (known as the tax levy), plus 2.5%, property tax numbers are generally closer to the actual final numbers. We estimate the amount by which so-called "new growth" will increase the tax base. New growth occurs when new houses are built, additions are put on existing homes that increase their value et cetera. Changing home prices or valuations generally do not increase the amount town can tax, unless they are caused by physical changes to the house.

As a result, the budget we adopt at Town Meeting depends on the revenue estimates we make. (Spending numbers are fixed; the town cannot spend any money that was not appropriated at Town Meeting). If those estimates are correct, as they have almost always been in recent memory, the amount of actual revenue collected from all sources is equal to or greater than the spending appropriated at Town Meeting and the budget works fine. This year has introduced an unprecedented degree of uncertainty in those estimates.

In making the revenue estimates after the onset of the COVID-19 pandemic, we tried to be conservative in both directions. We have tried to avoid overestimating revenue, which could require us to return to Town Meeting later this year to make cuts, and to avoid underestimating revenue which could cause us to reduce services more than may be necessary.

Finally, you will read in what follows the term “deficit.” As that term has traditionally been used in assembling the town budget, it means that difference between the budget requests (from Town Departments and the School Committee), and projected revenues. The Town is not permitted to run a true deficit (i.e., one financed by borrowing). So as used here, “deficit” is shorthand for the gap between budget requests (which can include both the increased cost of providing the same services as well as requests for new services or programs) and projected revenue. And that is the term town officials use when working to reduce budget requests so they match projected revenues. So reducing the deficit means reducing proposed budgets or refining estimates of costs that are outside of our control (like health insurance or pension fund contributions).

Pre-COVID-19 Budget Scenario

The Board of Selectmen, the Warrant Committee and the School Committee agreed at the onset of the budget planning process in January that an operating override was not something we wanted to pursue and we began work on developing a balanced budget. As we have discussed for many years, the Town is faced with declining state aid and an increase in expenditures (often to provide the same level of service) which has created a structural deficit in the town’s budget. Simply put, we are spending more than our revenue, and we are increasingly reliant on property taxes as the major source of revenue to support our municipal services. In FY2000, approximately 18.2% of the budget was funded by state aid. In FY2021, state aid is anticipated to make up only 10.74% of the Town's FY21 total budget.

The Town’s initial FY2021 budget request of \$12,469,339 and the School’s initial FY2021 budget request of \$37,936,699 represented an overall increase of 3.6% over FY2020 approved budgets. As the Town worked through the budget process and refined both revenue and expenditure estimates, these requests resulted in a \$1,316,091 deficit as of March. The Warrant Committee asked both the Town and School departments to reduce their budget requests in order to provide a balanced budget, with no operating override.

Post COVID-19 Budget Scenario

As the Town and Schools worked towards the balanced budget, COVID-19 significantly impacted our operations and ultimately delayed both our Town Election and the Town Meeting. The most significant impact to our budget due to the COVID-19 pandemic is the anticipated loss of revenue from the State, as well as lower excise tax receipts, meals tax revenue, and new growth due to home renovations. The State is reporting that its revenues have declined 6-8 billion dollars. The State, which normally has set its budget in June, has delayed that until the summer months. Our local legislative delegation has cautioned the Town that we cannot continue with the revenue estimates we received from the Governor in January and on which our pre-COVID-19 budget was developed. The state has not provided any guidance to municipalities about what we should expect for state aid in Fiscal Year 2021.

Recognizing that we don't have clarity on what this new post COVID-19 revenue amount will be from the State, the Town was left to develop its own estimate of state aid. After careful consideration and discussion with our legislative delegation, review of the 2008 Great Recession impact on Medfield, and conversations with leaders in other municipalities, we developed revised revenue estimates that reflected the COVID-19 impact without forcing too many irreversible decisions.

The post COVID-19 budget estimates a 10% reduction in state aid from the Commonwealth. This reduction of state aid combined with anticipated reductions to local receipts and new growth resulted in an additional \$1,466,515 deficit in the FY2021 budget.

The Town now faced a total budget deficit of \$2,782,606 and the Board of Selectmen looked at ways in which to reduce this amount:

Health Insurance: This year the budget shows health insurance as level-funded. The Health Insurance Advisory Committee (HIAC) introduced health insurance plan design changes that resulted in cost savings for the employees and the Town. We extend our thanks to the HIAC for all of their hard work.

In addition, our insurance provider, MIAA Health Trust, is providing a one-time credit related to COVID-19 which will be used to reduce the deficit.

Reserve Accounts: The Board of Selectmen has also recommended several items that deviate from the agreed-upon financial policy. A \$200,000 contribution to the general stabilization budget will not be made in FY2021, the recommended OPEB funding increase of 10% was also eliminated, and we have approved the use of \$350,000 in free cash to offset the deficit. Utilizing these additional revenue sources reduced the total deficit down to \$1,890,106, however these are one-

time sources of revenue or deviations from the financial policy that cannot be counted on in the future.

Operating Budgets: At this time the School Committee has voted to decrease its funding request by \$1,259,409 million and the Town has decreased their funding request by \$631,000. The Board of Selectmen recognize the difficult choices that need to be made when faced with a budget deficit this large. Since salaries and benefits are the largest drivers of the budget this results in changes to staffing and level of service to the Town.

Comparison of FY20 Budgets vs FY21 Recommended Budgets

	FY20 Approved Budget	FY21 Recommended Budget	% Difference
Town Budget	\$12,181,688	11,705,121	-3.9%
Medfield Public Schools Budget*	36,471,454	36,877,290	1.1%
Total Operating Budget	67,923,991	67,624,332	-0.44%

*Does not include Vocational School

A balanced budget, now what?

The FY2021 Budget that is presented to you this year includes a decrease of -0.44% over the FY2020 budget. It is important to remember that the revenue projections included in this budget are based on estimates made by town officials. We still face the possibility of needing to cut our budgets further in the fall if updated revenue projections go down, but we also face the possibility of seeing actual revenue to the town go up. The current financial situation is vastly different from what occurred in the 2008 recession and in particular the speed with which COVID-19 brought our economy to a standstill presents a unique challenge.

We believe we have developed the most accurate estimate possible for this year’s budget, based on historical comparisons, the limited information we have received from the state, and Town officials’ experience. We anticipate that the state will provide us with further guidance in the coming months and we may need to revisit these revenue estimates. As the state and local economies reopen we will continue to evaluate how the reopening impacts Medfield. Although some communities are choosing not to enact an FY2021 Budget as this time or to defer holding their Town Meetings, we felt it was important to provide a level of financial certainty to our Town and School departments as well as our citizens. We anticipate holding a Special Town in the fall, recognizing that there is no guarantee, that we will be able to hold a typical Town Meeting even in the fall.

Capital Budget

Once again in Fiscal Year 2021, the budget includes a limited capital budget due to the financial constraints that the Town faces. Last year, no Town or Schools capital was funded, other than projects that could be paid for by the Enterprise Funds or the Parks and Recreation Revolving Fund. Two consecutive years of limited investment into our capital assets and a historical underfunding of our capital assets will only increase the Town and School capital needs in future years.

In August, the Capital Budget Committee (“CBC”) began developing a five-year capital plan. The committee solicited input from all departments to capture a full picture of the Town’s short and long term capital needs. After evaluating project requests, the Committee developed a five-year plan of projects the Committee agreed were necessary for the Town to maintain its current level of services. The plan also identified various funding sources, including the Town budget, grants, and fundraising.

The CBC recommended to the Board of Selectmen that the Town seek to implement a dedicated, long-term funding source for the capital plan. The Town has under-funded its capital needs for a number of years, as the amount of the capital budget has largely been driven by the desire to preserve operating budgets without resorting to overrides. As a result, as was true with our buildings before we addressed that issue two years ago, the town has a number of unfunded capital liabilities. The bills cannot be deferred forever and it is unfair to the citizens of the town to continue deferring capital expenditures until they create an emergency which will result both in higher costs and an unnecessary spike in taxes (or reduction in services) owing only to our failure to plan appropriately. In addition, departments continued to include needed capital spending in their operating budgets which distorts (and increases) operating budgets by creating a new baseline level of spending driven by one-time expenses. To ensure that necessary capital projects are funded on a regular basis with no unnecessary spikes, and that all capital spending is included in a single capital budget, and to prevent the capital spending being continually delayed in favor of operational spending, the committee recommended the creation of a Capital and Debt Stabilization fund modeled off the successful Municipal Buildings Stabilization Fund that was created by voters in 2018.

Once the COVID-19 pandemic began and brought the economy to a standstill, the CBC, Warrant Committee, and the Board of Selectmen chose not to move forward with the Capital Stabilization Fund this fiscal year because it would require an override vote. The CBC adjusted its request to a minimal list of emergency items, including the leasing of a new fire truck and three police vehicles, purchasing life safety equipment for police and fire, and two emergency plans to address state mandates regarding Town dams. Unfortunately, the Town’s capital needs are not alleviated by this year’s capital budget and its long-term deferred needs will grow. Leasing the vehicles reduces the

Town's upfront costs, but creates a new annual payment for 10 years for the fire engine and 3 years for the police vehicles. While other capital requests were not emergency in nature, deferring them will increase the Town's maintenance costs and increase the risk of more equipment failing at the same time.

During the planning for the Fiscal Year 2022 budget and as we evaluate revenues for the duration of Fiscal Year 2021, the Capital Budget Committee will continue to work towards a long-term solution for the Town's capital needs.

Warrant Articles

The Town Meeting Warrant you are taking up on June 27th has been reduced from forty-two articles to sixteen. The Board of Selectmen has limited the warrant articles to those that are budgetary in nature and essential to the continuity of government operations. The Board thanks those Boards, Committees, and Citizen Petitioners that have voluntarily withdrawn their articles for the Annual Town Meeting. Those additional articles will be taken up at a future special town meeting currently anticipated to occur in Fall 2020.

Conclusion

While this operating and capital budget presented to you does deviate from our plans originally laid out for FY2021, we commit to providing high quality Town services, despite the budget cuts to Town departments. The Medfield Board of Selectmen remains committed to investing in our community and our school system. In a year that we anticipate a significant decrease in both locally generated revenue and state aid, we are putting forth a spending plan that still increases the Medfield Public Schools budget.

Again, we would like to thank the Warrant Committee, School Committee, the Superintendent of Schools, and all of the town department heads for working together at countless Zoom meetings to provide our residents a level of certainty in these very uncertain times.

Board of Selectmen

Osler P. Peterson, Chair

Michael T. Marcucci, Clerk

Gustave H. Murby, Third Member

Table 1. FY2019 to FY2021 Revenues and Expenditures Summary

Revenues	Fiscal Year 2019 per Recap	Fiscal Year 2020 per Recap	Fiscal Year 2021 Estimated
Property Tax Levy	39,559,733.00	\$42,835,123	\$44,458,802
2 1/2 Levy Increase	988,993.00	\$1,070,878	1,111,470.00
New Growth	373,294.00	\$552,801	325,000.00
Debt Exclusions	4,311,328.00	\$4,140,274	3,813,063.00
Total Property Tax Levy	45,233,348.00	\$48,599,076	\$49,708,335
Operational Overrides	1,913,103.00	-	-
Capital Overrides	300,000.00	-	-
Building Stabilization Fund Override	1,000,000.00	1,025,000.00	\$1,050,625
State Aid	7,822,174.00	7,952,648.00	\$7,262,845
Local Receipts	4,237,566.00	4,372,096.00	\$3,720,733
Other Available General Funds	3,835,224.00	2,353,383.00	\$2,181,616
Stabilization Fund Override (As an Available fund)	-	782,125.00	\$779,500
Revolving Funds	430,000.00	500,000.00	600,000.00
Other Free Cash	225,000.00	300,000.00	300,000.00
Enterprise Fund Allocated Expenses	1,618,269.00	1,565,149.00	1,528,081.00
Total Revenue	66,614,684.00	67,449,477.00	67,131,735.00
Expenses			
Appropriations	Fiscal Year 2019 Approved	Fiscal Year 2020 Approved	Fiscal Year 2021 Recommendation
School/Town Employee Benefits	8,442,629.00	8,835,847.00	9,159,013.00
Town Debt	6,460,516.00	6,233,525.00	5,604,822.00
Town Budgets	11,930,161.00	12,181,688.00	11,705,121.00
School Budget (Vocational)	181,279.00	170,296.00	245,678.00
School Budget (Town)	35,070,769.00	36,471,454.00	36,877,290.00
Town Meeting Articles/Capital Budget	4,240,120.00	2,909,106.00	2,971,705.00
Enterprise Fund	-	-	-
Total Town Meeting Appropriations	66,325,474.00	66,801,916.00	66,563,629.00
Expenditures Not Requiring Appropriation			
	Fiscal Year 2019 Approved	Fiscal Year 2020 Approved	Fiscal Year 2021 Recommendation
Snow Deficit/Land Damages/Tax Title	122,665.00	65,894.00	-
Cherry Sheet Offsets	16,901.00	17,504.00	17,504.00
Cherry Sheet Charges	858,574.00	850,098.00	843,199.00
Overlay	223,481.00	188,579.00	200,000.00
Total	1,221,621.00	1,122,075.00	1,060,703.00
Total Operating Budget	67,547,095.00	67,923,991.00	67,624,332.00
Total Revenues All Sources	66,614,684.00	67,449,477.00	67,131,735.00
General Fund Surplus/Deficit	(932,411.00)	(474,514.00)	(492,597.00)
Deficit Financed From Free Cash	1,450,000.00	500,000.00	492,597.00
Unexpended Tax Levy	517,589.00	25,486.00	-

TOWN OF MEDFIELD OUTSTANDING PRINCIPAL BY CATEGORY

Historical Debt Figures

Principal Outstanding	as of:	School	Sewer Non-Ent	Sewer Enterprise	Water Enterprise	Solid Waste	Town Buildings	Town Other	State Hospital Purchase
\$ 7,450,000	06/30/94								
\$ 11,810,000	06/30/95								
\$ 10,800,000	06/30/96								
\$ 19,725,000	06/30/97								
\$ 18,315,000	06/30/98								
\$ 19,430,000	06/30/99								
\$ 27,329,811	06/30/00								
\$ 34,852,935	06/30/01	10,545,000	13,204,257	-	1,585,000	660,000	3,475,000	5,383,678	
\$ 46,737,981	06/30/02	19,760,000	13,913,443	2,300,000	2,280,000	625,000	3,255,000	4,604,538	
\$ 67,052,736	06/30/03	42,394,160	12,877,344	2,185,000	2,135,000	590,000	3,035,000	3,836,232	
\$ 62,612,309	06/30/04	40,204,490	11,851,063	2,070,000	1,990,000	555,000	2,815,000	3,126,756	
\$ 58,360,171	06/30/05	37,634,830	10,839,847	1,955,000	1,845,000	520,000	2,595,000	2,970,494	
\$ 54,775,223	06/30/06	35,089,200	10,295,309	1,840,000	1,926,460	511,400	2,501,300	2,611,554	
\$ 54,814,975	06/30/07	32,621,200	9,477,471	1,725,000	1,758,896	472,400	5,314,500	3,445,508	
\$ 50,354,905	06/30/08	30,072,500	8,656,261	1,610,000	1,438,100	427,500	4,870,400	3,280,144	
\$ 46,928,929	06/30/09	27,533,700	7,839,915	2,504,030	1,286,600	377,900	4,434,300	2,952,484	
\$ 44,639,111	06/30/10	25,100,000	7,140,755	2,344,232	1,664,004	323,700	4,002,000	4,064,420	
\$ 40,295,711	06/30/11	22,681,700	6,453,029	2,187,096	1,469,640	270,200	3,568,100	3,665,946	
\$ 35,726,508	06/30/12	20,020,300	5,510,467	2,334,609	1,238,560	207,300	3,147,600	3,267,672	
\$ 32,396,579	06/30/13	16,761,600	4,846,027	2,580,254	2,445,600	155,500	2,720,100	2,887,498	
\$ 37,822,534	06/30/14	14,704,600	4,182,677	2,359,333	2,160,300	104,500	11,801,400	2,509,724	
\$ 43,596,019	06/30/15	12,682,900	3,521,513	2,142,156	7,713,900	54,300	11,011,400	3,524,850	2,945,000
\$ 56,457,403	06/30/16	12,421,500	2,867,805	2,468,698	7,143,100	-	25,775,000	3,146,300	2,635,000
\$ 51,301,570	06/30/17	10,685,500	2,166,300	1,981,131	6,682,300	-	24,410,000	3,051,339	2,325,000
\$ 46,089,218	06/30/18	8,869,900	1,555,600	1,756,629	6,221,500	-	23,035,000	2,635,589	2,015,000
\$ 40,914,465	06/30/19	7,079,700	961,000	1,530,765	5,760,700	-	21,655,000	2,222,300	1,705,000
\$ 35,801,511	06/30/20	5,320,000	366,000	1,308,511	5,299,900	-	20,265,000	1,847,100	1,395,000

**TOWN OF MEDFIELD
WARRANT FOR THE ANNUAL TOWN MEETING
2020**

On **Saturday, the twenty-seventh day of June, 2020** commencing at 11:00 AM the following Articles will be acted on **outside** on the Calvin Fisher Field at the Amos Clark Kingsbury High School, located at 88R South Street in said Medfield, viz.

Article 1. To see if the Town will vote to accept the following named sums as Perpetual Trust Funds for the care of lots in the Vine Lake Cemetery, the interest thereof as may be necessary for said care, viz.

PERPETUAL CARE 2019	
Maureen O'Driscoll	\$3,000.00
Harold M Gibbons	600.00
Stephen & Donna Dragotakes	3,000.00
Brad Weafer	1,500.00
Jennifer W Reiling	750.00
Amin F Sabra	3,000.00
Molloy, Linda J	3,000.00
Peter Michael Stanton	3,000.00
Margaret Warren	3,000.00
Mary E Viens & Richard Catenacci	750.00
Maria & David Seaver	750.00
Lisa M Priest	3,000.00
Sandra & Ray Dalbec	3,000.00
Philip & Mary Brandolo	600.00
Fritz Fleischmann & Katrin Fischer	750.00
Cathleen Dugan	3,000.00
Cathleen Dugan	3,000.00
Christopher & Cory Pray	1,500.00
Joseph A & Julie M Wallace	3,000.00
Stephen M Hayes	3,000.00
TOTAL	\$43,200

Or do or act anything in relation thereto.

(Cemetery Commissioners)

Each year, fifty percent of the purchase price of a cemetery plot is transferred to the Cemetery Perpetual Care Fund, a trust fund, the interest of which is appropriated to offset the operating costs of the Vine Lake Cemetery. The other fifty percent goes to the sale of lots fund, which can be used for capital improvements and/or expansion of the Cemetery. The balance in the Cemetery Perpetual Care Fund as of December 31, 2019 was \$1,182,839.

**Board of Selectmen Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 2. To see if the Town will vote to set Expenditure Limits for 53E ½ Revolving Funds established under the Code of the Town of Medfield, Chapter 117 Departmental Revolving Funds for Fiscal Year 2021, as follows:

<u>Section</u>		<u>Amount</u>
5.1	Fire Alarm Revolving Fund	\$32,000
5.2	Ambulance Revolving Fund	70,000
5.3	Advance Life Support Revolving Fund	225,000
5.4	Community Gardens Revolving Fund	3,000
5.5	CENTER at Medfield Building Maintenance Revolving Fund	30,000
5.6	Library Revolving Fund	5,000
5.7	Respite Care Revolving Fund	125,000
5.8	Transfer Station Recycling Revolving Fund	10,000
5.9	Former State Hospital Revolving Fund	100,000
	Total	\$600,000

Or do or act anything in relation thereto.

(Board of Selectmen)

The 2017 Annual Town Meeting created revolving funds as part of the Code of the Town of Medfield. Each year Town Meeting must authorize the amount of the expenditure that can be made from each of these Chapter 44, Section 53E ½ revolving funds as set out above. The revenue in these revolving funds is generated from fees, charges or other receipts from departmental programs and activities.

**Board of Selectmen Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 3. To see if the Town will vote to appropriate \$162,713.02 of money from the Public, Educational, and Governmental (PEG) Access and Cable Related Fund to Medfield TV for the purpose of providing local cable access services, equipment, and programming for the Town of Medfield, or to take any other action related thereto.

(Board of Selectmen)

The Annual Town Meeting in 2019 passed Article 5 which created a Public, Educational, and Governmental (PEG) Access and Cable Related Fund to handle the distribution of funds received in connection with the franchise agreement between the Town and cable operators. This article transfers those funds collected to date to Medfield TV.

**Board of Selectmen Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 4. To see if the Town will vote to fix the salary and compensation of the following elected officers: Moderator, Town Clerk, Selectmen, Assessors, School Committee, Trustees of the Public Library, Park and Recreation Commissioners, Planning Board, Housing Authority, and Trust Fund Commissioners, or do or act anything in relation thereto.

Officer	Present Salary	Warrant Committee Recommends
Town Clerk	\$73,144	\$73,144
Selectmen, Chairman	\$900	\$900
Selectmen, Clerk	\$900	\$900
Selectmen, Third Member	\$900	\$900
Assessors, Chairman	\$900	\$900
Assessors, Clerk	\$900	\$900
Assessors, Third Member	\$900	\$900
Moderator	0	0
Housing Authority	0	0
School Committee	0	0
Library Trustees	0	0
Planning Board	0	0
Park and Recreation Commissioner	0	0
Trust Fund Commissioners	0	0

(Board of Selectmen)

Each year the Town Meeting must vote the salaries and compensation of Medfield's elected officers. The only elected officers receiving a salary are the Town Clerk, the Board of Assessors, and the Board of Selectmen. There are no increases proposed to any elected officers.

**Board of Selectmen Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 5. To see if the Town will vote to amend the Personnel Administration Plan and Classification of Positions and Pay Schedule, effective July 1, 2020, as set out in the warrant, or do or act anything in relation thereto.

**PERSONNEL ADMINISTRATION PLAN
CLASSIFICATION OF POSITIONS AND PAY SCHEDULE**

Police Department as per Contract

Sergeant	Step 1	Step 2	Step 3
7/1/2019	\$1,386.57	\$1,429.45	\$1,480.74
<i>bi weekly</i>	\$2,773.14	\$2,858.90	\$2,961.49

Police Officer	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
7/1/2019	\$1068.57	\$1,103.63	\$1,135.69	\$1,170.81	\$1,207.01	\$1,244.35
<i>bi weekly</i>	\$2,137.14	\$2,203.26	\$2,271.38	\$2,341.61	\$2,414.01	\$2,488.70

Dispatcher	Step 1	Step 2	Step 3	Step 4	Step 5
7/1/2019	\$735.07	\$775.99	\$815.13	\$856.59	\$904.92
<i>bi weekly</i>	\$1,470.15	\$1,551.97	\$1,630.27	\$1,713.17	\$1,809.85

Specialist Range

7/1/2019	\$663.59	to	\$3,794.60	Annual Stipend
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Fire Department as per Contract

FIREFIGHTER/EMT

FF/EMT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
7/1/2017	23.91	24.64	25.35	26.13	26.91	27.74	28.54	29.39
7/1/2018	24.39	25.14	25.85	26.66	27.45	28.30	29.11	29.97
7/1/2019	24.87	25.64	26.37	27.19	27.99	28.86	29.69	30.57

LIEUTENANT/FF/EMT

LT/FF/EMT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
7/1/2017	27.74	28.57	29.28	30.02	30.92	31.84
7/1/2018	28.29	29.14	29.87	30.62	31.53	32.48
7/1/2019	28.86	29.72	30.47	31.23	32.17	33.13

Public Safety Positions

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Call FF/EMT	\$25.11	\$25.88	\$26.64	\$27.44	\$28.26	\$29.13	\$29.98	\$30.89
		Step 1	Step 2	Step 3	Step 4	Step 5		
		Step 6	Step 7	Step 8	Step 9			
Animal Control Officer/Inspector		\$22.80	\$23.46	\$24.09	\$24.80	\$25.50		
<i>* Based on a 40-hour workweek</i>		\$26.23	\$26.97	\$27.73	\$28.51			
Assistant Animal Control Officer		\$2,271	\$2,482	\$2,692	\$2,901	\$3,116		
<i>*Annual Stipend</i>		\$3,326	\$3,536	\$3,787				

Managerial Positions

	Minimum	Midpoint	Maximum
Grade 1	53,925	60,666	67,407
Children's Librarian Technical Services Librarian Young Adult Librarian Outreach Social Worker Conservation Agent Circulation Supervisor			
Grade 2	59,317	66,732	74,147
Administrative Asst. to the Selectmen/ Town Administrator Adult Services/Technology Senior Librarian			
Grade 3	65,249	73,405	81,561
Assistant Town Accountant/Budget Analyst IT Coordinator			
Grade 4	71,775	80,746	89,718
Council on Aging Director Park and Recreation Director Town Planner Director of Youth Outreach Building Commissioner			
Grade 5	80,387	90,435	100,484
Library Director			
Grade 6	90,034	101,288	112,542
Town Accountant Principal Assessor Treasurer/Collector Deputy Police Chief			
Grade 7	100,838	113,443	126,048
Asst. Town Administrator			
Grade 8	106,486	127,783	149,080
Fire Chief Police Chief Director of Public Works			

Hourly Paid Positions

20	\$17.15	\$17.63	\$18.14	\$18.66	\$19.19	\$19.74	\$20.30	\$20.88	\$21.48
30	\$18.86	\$19.39	\$19.96	\$20.53	\$21.11	\$21.71	\$22.33	\$22.96	\$23.60
40	\$20.75	\$21.32	\$21.94	\$22.56	\$23.21	\$23.87	\$24.55	\$25.25	\$25.97
50	\$22.82	\$23.47	\$24.14	\$24.82	\$25.53	\$26.25	\$27.00	\$27.77	\$28.57
60	\$25.09	\$25.81	\$26.55	\$27.31	\$28.09	\$28.89	\$29.71	\$30.56	\$31.43
70	\$27.35	\$28.17	\$29.02	\$29.89	\$30.78	\$31.71	\$32.66	\$33.64	\$34.64
80	\$29.54	\$30.41	\$31.33	\$32.27	\$33.24	\$34.23	\$35.27	\$36.33	\$37.42
90	\$31.89	\$32.85	\$33.84	\$34.86	\$35.91	\$36.99	\$38.11	\$39.25	\$40.43

Grade 20		
Police Matron	Traffic Supervisor	DPW Part Time Laborers
Grade 30		
Office Assistant Mini Bus Driver	Library Technician Truck Driver	Laborer
Grade 40		
Senior Library Technician Administrative Assistant I Asst Adult Services /Tech Librarian	Groundskeeper I Maintenance Technician	Mechanic Transportation/Facilities Coordinator
Grade 50		
Payroll Coordinator Elder Outreach Worker Field Appraiser	Administrative Assistant II Equipment Operator	Volunteer Coordinator Water Technician
Grade 60		
Administrative Assistant III	Park and Recreation Program Coordinator	
Grade 70		
Heavy Equipment Operator Tree Warden	Groundskeeper II Lead Mechanic	Water/WWTP Operator Facilities Coordinator
Grade 80		
Crew Chief		
Grade 90		
Highway Supervisor	Water Supervisor	WWTP Supervisor

SPECIAL RATE/FEE POSITIONS- PART TIME/TEMPORARY

Veterans Agent	\$28,985	Annual
Sealer of Weights and Measures	\$2,804	Annual
Registrar	\$208	Annual
Library Page	\$11-\$14	Hourly
Police- Private Special Detail	\$35.08	Hourly
Tree Climber	\$22.96	Hourly
Snowplow Driver	\$25.00	Hourly

FIRE

Deputy Chief	\$4,228	Annual
Captain	\$2,537	Annual
Lieutenant	\$2,030	Annual
EMS Coordinator	\$1,973	Annual
Fire Alarm Superintendent	\$880	Annual

INSPECTORS

Inspector of Buildings	\$32.86	Hourly
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PARK AND RECREATION

		Annual
Program Director	\$16,073 to \$19,775	
Swim Pond Director	\$6,695 to \$9,489	
Swim Pond Assistant Director	\$4,468 to \$6,329	
Swim Team Coach/Guard	\$3,721 to \$5,218	
Assistant Coach/Guard	\$2,385 to \$4,273	
Water Safety Instructor	\$2,831 to \$4,273	
Lifeguard	\$2,693 to \$3,957	
Swim Pond Badge Checker	\$896 to \$1,425	
Swim Pond Maintenance	\$1,046 to \$1,425	
Swim Pond Set-up Workers	\$746 to \$3,163	
Camp Director	\$2,977 to \$6,055	
Camp Specialists	\$1,492 to \$5,993	
Counselors	\$1,194 to \$3,164	
Jr. Counselor	\$301 to \$950	
Tennis Director	\$4,468 to \$6,329	
Tennis Instructor	\$896 to \$1,585	
Trainee		\$11.44

(Personnel Board)

The Town employees salaries are set by the schedules included in the Warrant Report. School Department employees by state statute are excluded from the Town's salary schedule. Most Police, Fire, and School Department employees are covered by collective bargaining agreements (CBA). Police and Fire personnel salaries are included in this schedule according

to the rates set out in the CBA. The FY2021 Cost of living increase recommendation for all non union employees is zero percent.

**Board of Selectmen Recommends Passage
WARRANT COMMITTEE WILL BE HEARD**

Article 6. To see if the Town will vote to raise and appropriate and/or transfer from available funds, sums of money requested by the Selectmen or any other Town Officer, Board, Commission, or Committee to defray operating expenses of the Town for the fiscal year commencing July 1, 2020, or such other sums as the Town may determine, as required by Massachusetts General Laws, Chapter 41, Section 108, or do or act anything in relation thereto.

(Board of Selectmen)

This Article requests the appropriations for the operating budgets for the various Town Departments for FY2021 which runs July 1, 2020 to June 30, 2021.

TWO THIRDS VOTE REQUIRED

**Board of Selectmen Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

SEE OPERATING BUDGET NEXT PAGE

ARTICLE 6 OPERATING BUDGETS

(Post Covid)
**FY21 WARR COMM
RECOMMENDS**

ORGANIZATION CODE	DEPARTMENT	Appropriated 2019/2020	DEPT REQUEST 2020/20201	FY21 WARR COMM RECOMMENDS
01-912-2	WORKERS COMPENSATION INSURANCE	\$ 281,418	\$ 300,000	\$ 261,677
01-914-2	HEALTH & LIFE INSURANCE	\$ 4,509,719	\$ 4,825,149	\$ 4,510,344
01-945-2	LIABILITY INSURANCE	\$ 222,627	\$ 231,000	\$ 277,098
	TOTAL	\$ 5,013,764	\$ 5,356,149	\$ 5,049,119
01-913-2	UNEMPLOYMENT COMPENSATION	\$ 45,300	\$ 40,000	\$ 105,894
01-916-2	MEDICARE INSURANCE	\$ 525,735	\$ 552,022	\$ 552,022
01-911-2	COUNTY RETIREMENT CONTRIBUTION	\$ 2,826,048	\$ 3,026,978	\$ 3,026,978
01-915-2	OPEB CONTRIBUTION	\$ -	\$ 467,500	\$ 425,000
*****	TOTAL TOWN & SCHOOL EMPLOYEE BENEFITS	\$ 8,410,847	\$ 9,442,649	\$ 9,159,013
01-122-1	SELECTMEN-SALARIES	\$ 2,700	\$ 2,700	\$ 2,700
01-122-2	SELECTMEN-OPERATIONS	\$ 13,000	\$ 13,000	\$ 12,820
	TOTAL	\$ 15,700	\$ 15,700	\$ 15,520
01-123-1	TOWN ADMINISTRATOR-SALARIES	\$ 881,479	\$ 394,298	\$ 371,977
01-123-2	TOWN ADMINISTRATOR-OPERATIONS	\$ 53,936	\$ 20,940	\$ 20,020
	TOTAL	\$ 935,415	\$ 415,238	\$ 391,997
01-131-2	WARRANT COMMITTEE-OPERATIONS	\$ -	\$ -	\$ -
01-134-1	TOWN ACCOUNTANT-SALARIES	\$ 193,844	\$ 206,870	\$ 181,604
01-134-2	TOWN ACCOUNTANT-OPERATIONS	\$ 44,375	\$ 54,935	\$ 54,535
	TOTAL	\$ 238,219	\$ 261,805	\$ 236,139
01-141-1	ASSESSORS-SALARIES	\$ 109,446	\$ 195,920	\$ 195,920
01-141-2	ASSESSORS-OPERATIONS	\$ 29,330	\$ 24,950	\$ 24,750
	TOTAL	\$ 138,776	\$ 220,870	\$ 220,670
01-145-1	TREASURER/COLLECTOR-SALARIES	\$ 115,336	\$ 233,237	\$ 207,238
01-145-2	TREASURER/COLLECTOR-OPERATIONS	\$ 73,460	\$ 75,760	\$ 78,735
	TOTAL	\$ 188,796	\$ 308,997	\$ 285,973

ORGANIZATION CODE	ARTICLE 6 OPERATING BUDGETS DEPARTMENT	Appropriated 2019/2020	DEPT REQUEST 2020/20201	(Post Covid) FY21 WARR COMM RECOMMENDS	
01-151-2	TOWN COUNSEL-OPERATIONS	\$ 114,793	\$ 116,150	\$	114,794
01-152-1	HUMAN RESOURCE-SALARIES	\$ 30,027	\$ 175,182	\$	30,000
01-152-2	HUMAN RESOURCE-OPERATIONS	\$ 2,500	\$ 3,100	\$	3,060
	TOTAL	\$ 32,527	\$ 178,282	\$	33,060
01-155-1	INFORMATION TECHNOLOGY-SALARIES	\$ 89,330	\$ 90,830	\$	75,829
01-155-2	INFORMATION TECHNOLOGY-OPERATIONS	\$ 126,560	\$ 148,165	\$	138,165
	TOTAL	\$ 215,890	\$ 238,995	\$	213,994
01-161-1	TOWN CLERK & ELECTION REGISTR-SALARIES	\$ 79,274	\$ 97,599	\$	97,598
01-161-2	TOWN CLERK & ELECTION REGISTR-OPERATIONS	\$ 18,700	\$ 23,100	\$	22,940
	TOTAL	\$ 97,974	\$ 120,699	\$	120,538
01-171-1	CONSERVATION COMM.-SALARIES	\$ 36,681	\$ 36,681	\$	36,681
01-171-2	CONSERVATION COMM.-OPERATIONS	\$ 8,100	\$ 8,100	\$	7,940
	TOTAL	\$ 44,781	\$ 44,781	\$	44,621
01-175-1	PLANNING-SALARIES	\$ 91,722	\$ 113,263	\$	113,263
01-175-2	PLANNING + ZONING & APPEALS-OPERATIONS	\$ 12,255	\$ 17,105	\$	16,885
	TOTAL	\$ 103,977	\$ 130,368	\$	130,148
01-176-2	ZONING & APPEALS-OPERATIONS- IN PLANNING	\$ 4,850	\$ -	\$	-
01-192-1	TN PUBLIC BUILDINGS & PROPERTY MAINT-SALARIES	\$ 141,536	\$ 142,384	\$	107,384
01-192-2	TN PUBLIC BUILDINGS & PROPERTY MAINT-OPERATIONS	\$ 233,110	\$ 498,074	\$	497,714
	TOTAL	\$ 374,646	\$ 640,458	\$	605,098
01-195-1	TOWN REPORT/MEETING-SALARIES	\$ 1,000	\$ 1,000	\$	1,000
01-195-2	TOWN REPORT/MEETING-OPERATIONS	\$ 14,000	\$ 14,000	\$	14,000
	TOTAL	\$ 15,000	\$ 15,000	\$	15,000

ARTICLE 6 OPERATING BUDGETS (Post Covid)
ORGANIZATION CODE **FY21 WARR COMM RECOMMENDS**
DEPARTMENT **DEPT REQUEST 2020/20201**

ORGANIZATION CODE	DEPARTMENT	Appropriated 2019/2020	DEPT REQUEST 2020/20201	FY21 WARR COMM RECOMMENDS
01-210-1-2	POLICE ADMIN PUBLIC SAFETY BLDG-OPERATIONS	\$ 134,150	\$ -	\$ -
01-210-2-1	POLICE OPERATIONS-SALARIES	\$ 2,442,699	\$ 2,353,262	\$ 2,298,786
01-210-2-2	POLICE OPERATIONS-OPERATIONS	\$ 231,994	\$ 349,332	\$ 348,532
	TOTAL	\$ 2,674,693	\$ 2,702,594	\$ 2,647,318
01-210-4-2	TRAFFIC MARKINGS/SIGN-OPERATIONS	\$ 65,024	\$ 65,024	\$ 65,024
01-220-6-1	FIRE & RESCUE ADMIN-SALARIES-TO FIRE OP	\$ 157,058		
01-220-6-2	FIRE & RESCUE ADMIN-OPERATIONS-TO FIRE OP	\$ 7,620		
	TOTAL	\$ 164,678	\$ -	\$ -
01-220-7-1	FIRE & RESCUE OPERATIONS-SALARIES	\$ 1,116,280	\$ 1,236,847	\$ 1,236,847
01-220-7-2	FIRE & RESCUE OPERATIONS-OPERATIONS	\$ 171,626	\$ 173,150	\$ 173,150
	TOTAL	\$ 1,287,906	\$ 1,409,997	\$ 1,409,997
01-241-1	INSPECTIONS-SALARIES	\$ 149,592	\$ 221,941	\$ 220,885
01-241-2	INSPECTIONS-OPERATIONS	\$ 13,192	\$ 13,455	\$ 13,258
	TOTAL	\$ 162,784	\$ 235,396	\$ 234,143
01-244-1	SEALER-SALARIES	\$ 2,804	\$ 2,804	\$ 2,804
01-244-2	SEALER-OPERATIONS	\$ 200	\$ 200	\$ 194
	TOTAL	\$ 3,004	\$ 3,004	\$ 2,998
01-291-1	EMERGENCY MGMT-SALARIES	\$ 4,000	\$ 4,000	\$ 4,000
01-291-2	EMERGENCY MGMT-OPERATIONS	\$ 7,500	\$ 7,500	\$ 7,500
	TOTAL	\$ -	\$ 11,500	\$ 11,500
01-292-1	ANIMAL CONTROL-SALARIES	\$ 95,909	\$ 95,909	\$ 95,909
01-292-2	ANIMAL CONTROL-OPERATIONS	\$ 14,978	\$ 14,978	\$ 14,978
	TOTAL	\$ 110,887	\$ 110,887	\$ 110,887
01-294-1	TREE CARE-SALARIES	\$ 23,540	\$ 23,540	\$ 23,540
01-294-2	TREE CARE-OPERATIONS	\$ 45,097	\$ 43,600	\$ 43,600
	TOTAL	\$ 68,637	\$ 67,140	\$ 67,140

ARTICLE 6 OPERATING BUDGETS

(Post Covid)

ORGANIZATION CODE	DEPARTMENT	Appropriated 2019/2020	DEPT REQUEST 2020/20201	FY21 WARR COMM RECOMMENDS
01-422-1	HIGHWAY-SALARIES	\$ 955,656	\$ 1,096,649	\$ 973,160
01-422-2	HIGHWAY-OPERATIONS	\$ 350,410	\$ 391,740	\$ 366,440
	TOTAL	\$ 1,306,066	\$ 1,488,389	\$ 1,339,600
01-423-1	SNOW & ICE-SALARIES	\$ 110,460	\$ 110,461	\$ 110,461
01-423-2	SNOW & ICE-OPERATIONS	\$ 182,973	\$ 182,973	\$ 182,973
	TOTAL	\$ 293,433	\$ 293,434	\$ 293,434
01-424-2	STREET LIGHTING-OPERATIONS	\$ 50,000	\$ 50,000	\$ 50,000
01-426-1	EQUIP REPAIR/MAINT-SALARIES	\$ 143,923	\$ 147,500	\$ 147,500
01-426-2	EQUIP REPAIR/MAINT-OPERATIONS	\$ 199,450	\$ 308,513	\$ 308,513
	TOTAL	\$ 343,373	\$ 456,013	\$ 456,013
01-429-2	SIDEWALKS-OPERATIONS	\$ 35,000	\$ 35,000	\$ 35,000
01-430-2	PUBLIC WORKS UTILITIES-OPERATIONS	\$ 98,714	\$ -	\$ -
01-433-1	SOLID WASTE DISPOSAL-SALARIES	\$ 196,288	\$ 212,940	\$ 198,440
01-433-2	SOLID WASTE DISPOSAL-OPERATIONS	\$ 446,382	\$ 362,232	\$ 376,732
	TOTAL	\$ 642,670	\$ 575,172	\$ 575,172
01-491-1	CEMETERY-SALARIES	\$ 153,828	\$ 157,739	\$ 157,739
01-491-2	CEMETERY-OPERATIONS	\$ 45,446	\$ 30,700	\$ 30,640
	TOTAL - SEE PERP CARE CREDIT BELOW	\$ 199,274	\$ 188,439	\$ 188,379
01-512-1	HEALTH-SALARIES	\$ -	\$ 41,598	\$ 41,598
01-512-2	HEALTH-OPERATIONS	\$ 55,321	\$ 74,230	\$ 74,078
	TOTAL	\$ 55,321	\$ 115,828	\$ 115,676
01-522-2	PUBLIC HEALTH NURSE-OPERATIONS-in Health	\$ 10,921	\$ -	\$ -
01-523-2	MENTAL HEALTH NURSE-OPERATIONS-in Health	\$ 7,988	\$ -	\$ -
01-541-1	COUNCIL ON AGING-PERSONNEL	\$ 201,700	\$ 204,689	\$ 204,689
01-541-2	COUNCIL ON AGING-OPERATIONS	\$ 52,912	\$ 33,900	\$ 33,580
	TOTAL	\$ 254,612	\$ 238,589	\$ 238,269

ARTICLE 6 OPERATING BUDGETS

(Post Covid)

ORGANIZATION CODE	DEPARTMENT	Appropriated 2019/2020	DEPT REQUEST 2020/20201	FY21 WARR COMM RECOMMENDS
01-543-1	VETERANS'-SALARIES			
01-543-2	VETERANS'-OPERATIONS	\$ 60,024	\$ 56,650	\$ 56,048
	TOTAL	\$ 60,024	\$ 56,650	\$ 56,048
01-599-1	OUTREACH-SALARIES	\$ 117,386	\$ 151,778	\$ 151,250
01-599-2	OUTREACH-OPERATIONS	\$ 17,766	\$ 24,480	\$ 24,020
	TOTAL	\$ 135,152	\$ 176,258	\$ 175,270
01-610-1	LIBRARY-SALARIES	\$ 552,381	\$ 547,993	\$ 531,980
01-610-2	LIBRARY-OPERATIONS	\$ 214,239	\$ 221,811	\$ 219,551
	TOTAL	\$ 766,620	\$ 769,804	\$ 751,531
01-630-1	PARK & RECREATION-SALARIES	\$ 297,793	\$ 301,878	\$ 243,170
01-630-2	PARK & RECREATION-OPERATIONS	\$ 51,900	\$ 51,900	\$ 51,900
	TOTAL	\$ 349,693	\$ 353,778	\$ 295,070
01-650-2	HISTORICAL COMMISSION-OPERATIONS	\$ 1,500	\$ 1,500	\$ 1,500
01-693-2	MEMORIAL DAY/VETERANS DAY -OPERATIONS	\$ 1,800	\$ 1,800	\$ 1,800
01-699-2	ARTS/CULTURAL COUNCIL	\$ 5,000	\$ 5,800	\$ 5,800
01-996-2	STABILIZATION	\$ 221,419	\$ 200,000	\$ -
01-997-2	RESERVE FUND	\$ 150,000	\$ 150,000	\$ 150,000
*****	TOTAL TOWN DEPARTMENTS	\$ 12,181,688	\$ 12,469,339	\$ 11,705,121
01-710-2	TOWN DEBT-PRINCIPAL	\$ 4,802,954	\$ 4,340,273	\$ 4,340,273
01-751-2	TOWN DEBT-INTEREST	\$ 1,430,571	\$ 1,281,549	\$ 1,264,549
	TOTAL DEBT PAYMENTS	\$ 6,233,525	\$ 5,621,822	\$ 5,604,822

ARTICLE 6 OPERATING BUDGETS

(Post Covid)

ORGANIZATION CODE	DEPARTMENT	Appropriated 2019/2020	DEPT REQUEST 2020/20201	FY21 WARR COMM RECOMMENDS
01-301-2	REGIONAL VOC SCHOOL-OPERATIONS	\$ 170,296	\$ 170,296	\$ 245,678
01-300-1	SCHOOL-PERSONNEL	29,892,600	31,196,343	
01-300-2	SCHOOL ADMINISTRATION-OPERATIONS	6,578,854	6,740,356	
*****	TOTAL TOWN SCHOOLS	\$ 36,471,454	\$ 37,936,699	\$ 36,877,290

ARTICLE 6 OPERATING BUDGETS

(Post Covid)

ORGANIZATION CODE	DEPARTMENT	Appropriated 2019/2020	DEPT REQUEST 2020/20201	FY21 WARR COMM RECOMMENDS
	S U M M A R Y			
	TOTAL TOWN & SCHOOL EMPLOYEE BENEFITS	\$ 8,410,847	\$ 9,442,649	\$ 9,159,013
	TOTAL TOWN DEPARTMENTS	\$ 12,181,688	\$ 12,469,339	\$ 11,705,121
	TOTAL DEBT PAYMENTS	\$ 6,233,525	\$ 5,621,822	\$ 5,604,822
	TOTAL REGIONAL VOC SCHOOL	\$ 170,296	\$ 170,296	\$ 245,678
	TOTAL SCHOOLS	\$ 36,471,454	\$ 37,936,699	\$ 36,877,290
	TOTAL OPERATING BUDGET	\$ 63,467,810	\$ 65,640,805	\$ 63,591,924
	LESS: CEMETERY- PERP CARE CREDIT	\$ 15,000	\$ 15,000	\$ 15,000
	LESS: FROM WAT ENT FD INDIR COSTS EFF FY21	\$ 2,016,931	\$ 979,465	\$ 979,465
	LESS: FROM SEW ENT FD INDIR COSTS EFF FY21	\$ 1,735,676	\$ 548,616	\$ 548,616
	LESS: FROM PENSION RESERVE FUND	\$ 75,000	\$ 75,000	\$ 75,000
	LESS: FROM UNEXPENDED COUNTY RETIREMENT APPROPRIATION	\$	\$ 51,765	\$ 51,765
	LESS: FROM OVERLAY SURPLUS	\$ 200,000	\$ 50,000	\$ 50,000
	LESS: FROM SEW BETT STABILIZATION FUND	\$ 400,000	\$ 309,904	\$ 309,904
	LESS: FROM BOND PREMIUM SAWMILL BROOK	\$ 804	\$ 680	\$ 680
	LESS: FROM BOND PREMIUM JUNE '07	\$ 2,543	\$ 2,147	\$ 2,147
	LESS: FROM BOND PREMIUM RED GATE FARM	\$ 2,183	\$ 2,083	\$ 2,083
	LESS: FROM BOND PREMIUM HS FIELD RENOVATION	\$ 3,000	\$ 3,000	\$ 3,000
	LESS: FROM BOND PREMIUM TOWN GARAGE SOLAR ARRAY	\$ 3,683	\$ 3,683	\$ 3,683
	LESS: USE OF SCHOOL PROPERTY REVOLVING-850	\$ 30,000	\$ 30,000	\$ 30,000
	LESS: USE OF ALS REVOLVING FUND	\$ -	\$ 150,000	\$ 150,000
	LESS: USE OF RESPITE CARE REVOLVING FUND	\$ -	\$ 10,135	\$ 10,135
	LESS: FROM MW PAT TIT V SEPTIC LOAN RECPTS	\$ 4,100	\$ -	\$ -
	LESS: FROM MSBA BAN INT REIMB	\$ 28,891	\$ 20,853	\$ 20,853
	LESS: FROM MSBA GR TO OFFSET SCH DEBT	\$ 1,148,535	\$ 1,143,535	\$ 1,143,535
	TOTAL OTHER REVENUE SOURCE	\$ 5,666,346	\$ 3,395,866	\$ 3,395,866
	NET OPERATING APPROPRIATION	\$ 57,801,464	\$ 62,244,939	\$ 60,196,058

Article 7. To see if the town will vote to raise and appropriate from the FY2021 Tax Levy and/or transfer from available funds and/or borrow for capital expenditures, including the following:

FY21 CAPITAL BUDGET RECOMMENDATIONS						
DEPARTMENT	PROJECT	Dept Request	Funding Source Recommended			
			Revolving Funds	Enterprise Funds	Tax Levy	
Fire	Replacement of Fire Engine	450,000			55,000	
	SCBA Bottle Replacement	20,700			20,700	
	Portable Radio Equip	12,500			12,500	
Police	Cruiser Replacement (3)	156,000			55,000	
	Weapon Replacement	7,550			7,550	
ConCom/DPW	Emergency Action Plan for Dams	12,000			12,000	
Water	Ford F550			106,000		
	Vactor Trailer			80,000		
Sewer	Emergency Generator			275,000		
	Infiltration and Inflow Prevention			142,500		
			Total to be funded by Tax Levy			162,750
			Total to be funded by Enterprise Funds			603,500

(Capital Budget Committee)

A new Capital Budget policy was put into place with the adoption of the Financial Policy in 2018. The new policy includes the adoption of a new five year Capital Improvement Plan (CIP) and identification of a funding mechanism for those projects. Last year the Capital Budget Committee (CBC) had recommended a “freeze” to the Capital Budget due to the budget shortfall and the lack of an overall comprehensive plan. The CBC met throughout the fall and developed a five year plan after meeting with all town and school departments. The CBC was in the process of developing a long term funding mechanism for addressing these capital needs. Due to the COVID-19 impact on the budget the CBC determined that only emergency capital requests would be put through in the FY21 tax levy recommendation. This year’s request includes the leasing of a fire truck and three

police vehicles within the tax levy, additional public safety requests as well as an emergency action plan for our dams, and funding requests through Water and Sewer Enterprise Funds.

**Board of Selectmen Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 8. To see if the Town will vote to appropriate \$779,500 and transfer said sum from the Municipal Buildings Capital Stabilization Fund created under Article 43 of the 2018 Annual Town Meeting for the purpose(s) and amount(s) below:

Project	Request
Dale Street School – Replace tempering valve	\$12,000
High School – Replace grease trap	\$20,000
High School – Replace lighting controls	\$15,000
High School – new A/C units for IDF/MDF Rooms	\$36,000
Memorial School – Exterior lighting control system	\$15,000
Middle School – RTU’s	\$10,000
Middle School – Replace shut off valves	\$20,000
Middle School – Boiler and HVAC Repairs	\$28,500
Middle School – Replace gym bleachers	\$150,000
Wheelock School – Exhaust fan replacement	\$5,000
Wheelock School – Replace valves	\$10,000
Wheelock School – Fan coil upgrades at 45 units	\$14,000
Wheelock School – Replace tempering valve and hot water heater	\$110,000
Parks and Recreation Pfaff Center – Replace existing bathroom stall partitions	\$8,000
Town Hall – Brick walkway repair	\$7,000
Town Hall – Hot Water Heater replacement	\$8,000
Town Hall – Roof repairs	\$20,000

Town Hall – Exterior façade repairs	\$20,000
Town Hall – Badge system and cameras	\$31,000
Library – Window well repairs	\$8,000
Library – Window repairs	\$20,000
Library – Carpet replacement	\$27,000
The CENTER at Medfield – Repair side door	\$10,000
Emergency Facilities Repairs, with approval of the Board of Selectmen	\$175,000
Total	\$779,500

(Board of Selectmen/Capital Budget Committee)

At the 2018 Annual Town Meeting and through a subsequent override in June of 2018, the voters of Medfield approved the creation and funding for a special purpose stabilization fund entitled the “Municipal Buildings Capital Stabilization Fund.” The purpose of this fund is to fund new construction, capital repairs and improvements to municipal buildings and structural and systemic components thereof. The projects listed above have been identified and recommended by the Capital Budget Committee to be completed utilizing funding available in the dedicated Municipal Buildings Capital Stabilization Fund.

TWO THIRDS VOTE REQUIRED

**Board of Selectmen Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 9. To see if the town will authorize, under General Laws Chapter 44, Section 21C, upon the recommendation of the Board of Selectmen, the following lease purchase financing agreements for the acquisition of equipment that may be acquired through the issuance of debt under G.L. c. 44 or improvement of a capital asset the improvement of which may be financed by the issuance of debt under G.L. c. 44, the term of such agreement not to exceed the useful life of the equipment or improvement as determined by the Board of Selectmen, and to authorize the departments specified below to enter into such agreements on behalf of the town, and to approve appropriation for the first year payments of the agreements as stated below, or to take any other action relative thereto.

Equipment	Maximum Term	Authorized Department	Source of Appropriation	First Year Amount
<i>(1) Fire Engine</i>	<i>10 years</i>	<i>Fire Department</i>	<i>FY21 Capital Budget</i>	<i>\$55,000</i>
<i>(3) Police Cruisers</i>	<i>3 years</i>	<i>Police Department</i>	<i>FY21 Capital Budget</i>	<i>\$55,000</i>

(Board of Selectmen)

The FY2021 Capital Budget Request includes a request to lease a fire truck for ten (10) years and lease three (3) police vehicles for three years. At the conclusion of the lease term, the Town will own the vehicles. The 2016 Municipal Modernization Act allows for Towns to conduct lease to purchase agreements with the approval of the Town Meeting.

TWO THIRDS VOTE REQUIRED

**Board of Selectmen Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 10. To see if the Town will vote to raise, appropriate, or transfer from available funds the sum of \$4,498,492 for the Water Enterprise Fund and the Sewer Enterprise Fund as follows, or act in any manner relating thereto.

Water Enterprise Fund Direct Costs:

Expense	FY2021 Amount
Salaries	\$458,019
Operations	\$551,020
Emergency Reserve Fund	\$50,000
Capital Outlay	\$186,000
Total	\$1,245,039

Water Enterprise Fund Indirect Costs:

Expense	FY2021 Amount
OPEB Trust	\$17,655
Debt Service	\$619,922
Salaries, Benefits, Facilities, and other indirect costs	\$341,888
Total	\$979,465

Water Enterprise Fund Total: \$2,224,504

Sewer Enterprise Fund Direct Costs:

Expense	FY2021 Amount
Salaries	\$313,842
Operations	\$894,030
Emergency Reserve Fund	\$50,000
Infiltration and Inflow	\$50,000
Capital Outlay	\$417,500
Total	\$1,725,372

Sewer Enterprise Fund Indirect Costs:

Expense	FY2021 Amount
OPEB Trust	\$28,476
Debt Service	\$261,520
Salaries, Benefits, Facilities, and other indirect costs	\$258,620
Total	\$548,616

Sewer Enterprise Fund total: \$2,273,988

And further that the above listed appropriations be funded as follows:

Water Fees for Service (User Charges)	\$2,011,963
Water Available Funds	\$8,886
Water Free Cash	\$203,655
Water Total	\$2,224,504

Sewer Fees for Service (User Fees)	\$1,823,331
Sewer Available Funds	\$4,681
Sewer Free Cash	\$445,976
Sewer Total	\$2,273,988

Enterprise Funds Total	\$4,498,492
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(Water and Sewer Board/DPW Director)

This is the first year that the Water and Sewer Enterprise Fund Budget has been voted as a separate article and not as part of the overall operating budget. The creation of the water and sewer enterprise fund in 1990 allows the Enterprise Fund to account separately for all financial activities associated with the delivery of water and sewer services to the Town. The Enterprise enabling

statute provides that enterprise revenues may only be used for enterprise related expenses. The Town Administrator in consultation with the Department of Revenue has recommended that the Water and Sewer Enterprise Fund Budgets should be voted as a separate article as is the practice in other cities and towns. A full copy of the full water and sewer budget breakdown is included at the end of the warrant for your review.

**Board of Selectmen Recommends Passage
WARRANT COMMITTEE WILL BE HEARD**

Article 11. To see if the Town will vote to transfer \$1,022 in funds received from the Massachusetts Department of Transportation for the Town’s share of the fee charged for Uber, Lyft, or other ride sharing services originating in the Town, said funds to be used for road and or sidewalk improvements, or do or act anything in relation thereto.

(Board of Selectmen)

Governor Baker signed a law in 2016 regulating smartphone based transportation companies and included a twenty cent per ride fee, 10 cents of which is distributed annual to cities and towns based on the number of rides that originate in that Town. The funds will be used for road and sidewalk improvements in Medfield.

**Board of Selectmen Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 12. To see if the Town will vote to appropriate \$15,000 and determine in what manner said sum shall be raised for the purpose of making improvements to the economic vitality of the Town, or do or act anything in relation thereto.

(Board of Selectmen)

The Annual Town Meeting has appropriated \$15,000 of the local meals tax revenue for a fund managed by the Board of Selectmen to be used in town wide projects that improve the town’s economic vitality. In the past the funding has helped with the Holiday Stroll, Dwight Derby House repairs, Straw Hat Park Maintenance and Garden Club Assistance. In FY2020 the Annual Town Meeting appropriated only \$1,000 as the fund level was deemed adequate for potential projects. This spring the Town expended the remaining funds in this account to purchase picnic tables to create additional outdoor dining areas in downtown Medfield to assist restaurants impacted by COVID-19. The Board of Selectmen is seeking the full appropriation of \$15,000 for economic vitality projects to continue this important work.

**Board of Selectmen Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 13. To see if the Town will vote to transfer \$106,895 from sewer betterments-paid-in-advance, to the Sewer Stabilization Fund, or do or act anything in relation thereto.

(Town Administrator)

Sewer betterments are assessed to property owners when sewers are extended to their properties. That betterment can be paid off all at once or apportioned over five, ten, or twenty years and the annual assessments plus interest are added to the real estate tax bill for the third and fourth payments (actual tax bills). Property owners may choose an early payoff of this assessment, usually done when a property is sold or financed. The money from these early payoffs are set aside and appropriated to a Sewer Betterment Stabilization Fund, which is used to spread out the use of these funds over the remaining life of the bonds issued to pay for the work. This year, \$309,904 is recommended to be transferred from this stabilization Fund to offset the annual sewer debt payments. The sewer extension debt will be paid off in FY2022 at which time the Sewer Stabilization Fund will close.

TWO THIRDS VOTE REQUIRED

**Board of Selectmen Recommends Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 14. To see what sum of money the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide, to implement any Collective Bargaining Agreements between the Town of Medfield and Medfield Police Union from July 1, 2019 to June 30, 2020; or otherwise act thereon.

(Collective Bargaining Committee)

The current Police Union contract expired on June 30, 2019. The Collective Bargaining Committee (CBC) has been negotiating with the Police Union since June of 2019 for a successor bargaining agreement beginning in FY2020. The CBC and the Police Union have agreed to a one year contract for FY2020 covering July 1, 2019 to June 30, 2020. The retroactive amount reflects a 2% cost of living increase and is the amount that the police officers and dispatchers would have received during the current fiscal year that ends June 30th. For comparison purposes the FY2020 Non Union Increase was 2% and the Fire Department Union increase was 2% as well. Funding for this will be from available funds in the FY2020 budget.

**Board of Selectmen Recommends Passage
WARRANT COMMITTEE WILL BE HEARD**

Article 15. To see if the Town will vote to appropriate \$50,000 and determine in what manner said sum shall be raised for the purpose of hiring consultants, engineers, and/or attorneys to assist the Town with the development and review of the Request for Qualifications/Request for Proposals for the Medfield State Hospital and surrounding areas, to advise the Town on matters concerning the site's disposition, reuse, or environmental remediation, said funds to be expended under the direction of the Board of Selectmen, with the understanding that the Board of Selectmen may authorize any other Town, board, commission, committee or department to expend a portion of said fund for such purposes, or do or act anything in relation thereto.

(Board of Selectmen)

The Board of Selectmen is requesting \$50,000 for the Medfield State Hospital Development Committee to seek consultants and/or legal assistance to help prepare an Request for Qualifications (RFQ) and Request for Proposals (RFP) for the property as well as assist in the technical review of potential reuse options, regulatory processes, funding mechanisms, and other implementation steps to move this project towards completion.

**Board of Selectmen Recommend Passage
WARRANT COMMITTEE RECOMMENDS PASSAGE**

Article 16. To see if the Town will vote to authorize the Board of Assessors to use a sum of money from free cash in the Treasury for the reduction of the tax rate for the fiscal year 2021, or do or act anything in relation thereto.

(Board of Assessors)

At the close of each fiscal year the Town Accountant submits financial statements to the Massachusetts Department of Revenue, which then certifies the amount of free cash available to the Town at the close of the fiscal year. The Warrant Committee will recommend an amount to be taken from free cash to reduce the tax rate at the end of the Annual Town Meeting.

WARRANT COMMITTEE WILL BE HEARD

WATER ENTERPRISE FUND
FISCAL YEAR 2021
ESTIMATED REVENUES AND EXPENDITURES

WATER ENTERPRISE REVENUES & AVAILABLE FUNDS:			
USER CHARGES		\$ 2,011,963	
WATER AVAILABLE FUNDS		\$ 8,886	
WATER FREE CASH		\$ 203,655	
TOTAL WATER REVENUES		\$ 2,224,504	

TOTAL COSTS APPROPRIATED IN THE WATER DEPARTMENT ORGANIZATION CODE 60-410-1 AND 60-410-2:			
PERSONNEL		\$ 458,019	
OPERATIONS		\$ 551,020	
EMERGENCY RESERVE FUND		\$ 50,000	
		\$ 1,059,039	

INDIR/ALLOCATED EXPENSES APPROPRIATED

DEPARTMENTAL BUDGETS:

DEBT SERVICE:			
PRINCIPAL 01-710-2		\$ 459,900	
INTEREST 01-751-2		\$ 160,022	
TOTAL DEBT SERVICE		\$ 619,922	

INSURANCE		\$ 69,403	
CNTY RETIREMENT CONTRIBUTION		\$ 104,088	
SHARED EMPLOYEES		\$ 143,981	
SHARED FACILITIES		\$ 24,416	
SUB-TOTAL ALLOCATED EXPENSES		\$ 341,888	

OPEB		\$ 17,655	
APPROPRIATED FROM WATER FREE CASH		\$ 17,655	
TOTAL-ALLOCATED EXPENSES		\$ 979,465	

TOTAL COSTS OF WATER OPERATING BUDGET \$ 2,038,504

APPROPRIATED IN CAPITAL BUDGET FROM WATER FREE CASH

CB21-Ford F550		\$ 106,000	
CB21-Vactor Trailer		\$ 80,000	
		\$ 186,000	

APPROPRIATED-CAPITAL OUTLAY-FROM WATER FREE CASH

\$ -

TOTAL APPROP FR WATER FREE CASH FOR CAP PROJ \$ 186,000

ESTIMATED EXPENSES 2,224,504

ESTIMATED WATER FUND SURPLUS (DEFICIT) \$ -

CALCULATION OF GENERAL FUND SUBSIDY:

ENTERPRISE FUND REVENUES AND AVAILABLE FUNDS		\$ (2,224,504)	
LESS: TOTAL COSTS		\$ 2,224,504	
LESS: PRIOR YEAR DEFICIT		\$ -	

GENERAL FUND SUBSIDY \$ -

SOURCES OF FUNDING FOR COSTS APPROPRIATED IN ENTERPRISE FUND:

ENTERPRISE FUND REVENUES		\$ 2,011,963	
WATER ENTERPRISE RESERVE FOR REDUCTION OF FUTURE DEBT		\$ 8,886	
WATER ENTERPRISE FREE CASH		\$ 17,655	
WATER ENTERPRISE FREE CASH		\$ 186,000	

TOTAL SOURCES OF FUNDING FOR COSTS \$ 2,224,504

APPROPRIATED IN THE WATER ENTERPRISE FUND

FY20 WATER ENTERPRISE RATE STRUCTURE:

1 - 10,000	\$57.05 BASE CHARGE EVERY 6 MONTHS
10,001 - 35,000	\$5.04 PER 1,000 GALLONS
35,001 - 70,000	\$8.02 PER 1,000 GALLONS
OVER 70,000 GALLONS	\$11.36 PER 1,000 GALLONS

NOTE: FY21 WATER RATES HAVE NOT BEEN SET

**INDEX OF 2020 ANNUAL TOWN MEETING
WARRANT ARTICLES**

<u>Article</u>		<u>Page Number</u>	<u>Pass</u>	<u>Fail</u>
1	Accept Cemetery Perpetual Care Funds	17		
2	Vote Revolving Fund Expenditure Limits	18		
3	Appropriate PEG Funds to Medfield TV	18		
4	Fix Salaries and Compensation of Elected Officials	19		
5	Amend Personnel Administration Plan	19		
6	Operating Budget	24		
7	Capital Budget	32		
8	Municipal Building Stabilization Fund Appropriation	33		
9	Authorization to lease vehicles	34		
10	Water and Sewer Enterprise Fund Budget	35		
11	Transfer of Uber/Lyft Funds	37		
12	Appropriate funds from Local Meals Tax to Economic Vitality Fund	37		
13	Transfer funds from sewer betterments paid in advance to Sewer Stabilization Fund	38		
14	Retroactive Collective Bargaining Agreement for Police Union	38		
15	Appropriate funds for Medfield State Hospital Consultant	39		
16	Authorize the Board of Assessors to use free cash to reduce the tax rate	39		

TOWN OF MEDFIELD
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