



TOWN OF WESTBOROUGH
Report and Recommendations
of the
Advisory Finance Committee
to the
SPECIAL (FALL) TOWN MEETING
NOVEMBER 7, 2020 (FY21)

Sean Keogh, Chair

Beth Blumberg

Andrew Bradley

Paul Huegel

Hank Rauch

Michael Barretti, Vice Chair

Melanie Board

Jody Hensley

Walter Leslie

Town Meeting at a Glance

Prepared by Town Moderator, John E. Arnold

Welcome to Westborough's Town Meeting - Westborough's legislative body! Here, every voter can act as a citizen/legislator for our town. As Moderator, my responsibilities include presiding over and regulating debate at the Town Meetings and acting as chief parliamentarian. This is guided by the Town's Charter, Bylaws, local tradition, and Town Meeting Time (a handbook published the Massachusetts Moderator's Association).

Though the final determination of any action at Town Meeting depends on these rules and the situation at hand, the following is a brief summary of our Town Meeting guidelines with which every participant should be familiar:

- Registered voters who have checked in with the Town Clerk's staff at the meeting can vote. Each voter must be present at the meeting to vote and can only vote once on each motion put to a vote. Nonvoters are asked to sit in a designated non-voting section of the meeting.
- Voters and those non-voters who have been granted permission may address the meeting. Town employees who have been requested to attend the meeting are allowed to address the meeting.
- One person can address the meeting at a time and the Moderator chooses who can address the meeting. Those wishing to address the meeting can raise their voting slip or voting device or stand at one of the designated microphones.
- Speakers can address the meeting up to twice on any question before the meeting unless they receive permission of the meeting. Answering a question or providing information requested does not count as addressing the meeting. Each "speech" by someone addressing the meeting is limited to 2 minutes.
- The proponent of an article is allowed to make a presentation up to 5 minutes explaining the topic under consideration and advocating for the motion that has been made. If subsequent questioning and deliberation shows sustained interest in a particular aspect of the discussion, the Moderator may grant more time for a presentation on that aspect.
 - With advance notice to the Moderator, one or more voters who are opponents of an article may be given permission to make a presentation using the same rules.
 - Both proponents and opponents are encouraged to work with the Moderator in advance to prepare an organized and logical (non-repetitive) presentation to optimize effectiveness.
- A voter who has a question about procedure or process may call out "point of order" at any time and the Moderator will address the question.
- After there has been adequate debate, a voter can "move the question" (a motion to terminate debate and move to a vote) as long as the motion is not part of a speech advocating for or against the motion. That motion, if accepted, is not debatable and requires a $\frac{2}{3}$ vote.

Advisory Finance Committee Message to Town Voters

Special (Fall) Town Meeting, Nov 9, 2020

Thank you for attending this year's Special (Fall) Town Meeting.

To fulfill our role as your Advisory Finance Committee, we have reviewed the entire Warrant and have extensively discussed each Article to prepare this Report and Recommendations for the Citizens of Westborough. We have met with the Board of Selectmen, the Town Manager and Finance Director, department heads, community members, and committees to understand budget requirements and the impact of these proposed Warrant Articles on the Town. In this document we report our findings and recommendations to you, the legislative body, for your consideration as you decide the direction of the Town in the midst of a trying FY2021, and the difficult circumstances we all currently face.

At this Special (Fall) Town Meeting you will hear about the financial status of Westborough, as reflected in the Financial Summary on the following pages, including:

- Estimated Revenues and Expenditures for the current fiscal year (FY2021);
- The Tax Rate and Average Single-Family Home Tax Bill;
- The Levy Limit Calculation done in accordance with State guidelines;
- Free Cash and Enterprise Fund Retained Earnings, Transfers and Summary Report, including detail on funding related to all Warrant Articles;
- Financial Reserves (Free Cash and Stabilization Funds) as forecasted for the end of the current fiscal year (FY2021), including potential impacts of current Town Meeting actions.

As we said in our last report for the Annual Town Meeting, which was held in June, we urge Westborough to be diligent about spending. That message remains the same, especially now, as Westborough continues to experience the uncertain economic effects of the pandemic and works to maintain town services at current levels. Originally, the budget proposed to the ATM called for a tax increase of \$457 (4.67%) over FY 20. Prior to the meeting, when information was pointing to a substantial reduction in state and local revenue, town leadership and town and school departments took budget actions to hold that number. Fortunately, in the interim between the ATM and today's meeting, and underscoring the ever-present uncertainty, *revenues have exceeded earlier expectations*. This has allowed for a reduction in that anticipated tax bill. Therefore, if the raise and appropriate articles put forth on this Special Fall Town Meeting Warrant are approved, the estimated increase to the average single-family home tax bill would be \$225.60 (2.31%.) over FY20, which aligns with prior year's average tax bills.

General Fund Operating Budget Reserves continue to be maintained according to the Board of Selectmen's Fiscal Policy targeted goal. That policy was updated in September 2017. It specifies maintaining between 5%-7% of the General Fund Budget in free cash and, in addition, between 5%-7.5% in the town's Stabilization Fund. If the combined reserve funds exceed 10%, additional guidelines apply with respect to their use.

Among the Articles on this Special (Fall) Town Meeting Warrant you will see spending proposals put forth by the Board of Health, the Department of Public Works, the Board of Selectmen and Town Manager, the Country Club Operating Committee, the Police Department, the Fire Department, and the School Department. It is proposed that \$1,198,937.15 of Free Cash (which includes \$642,857.15 for funding the Affordable Housing Trust, as explained in Article 11) plus \$555,709 in Water, Sewer, and Country Club Enterprise Fund Retained Earnings, be used to fund the Warrant Articles. If the proposed expenditures are approved by you, reserves will then stand at 15.41% of the General Fund Operating Budget, still above the 10-15% target of the Board of Selectmen. In the current state of uncertainty capital preservation is highlighted, so Free Cash will continue to be closely monitored.

Your Advisory Finance Committee meets regularly to review plans and financial information, as well as maintaining liaison relationships with certain town departments, and appointed and voluntary committees. Doing so allows us to explore and anticipate the fiscal needs of Westborough, and report with confidence to the Town Meeting. You are invited to visit our web page on the Westborough Town Website, and/or attend our meetings.

Respectfully submitted,
Advisory Finance Committee
Westborough, MA

Financial Revenue & Expenditure Estimated for FY2021
Special Town Meeting, November 7th, 2020

Estimated Revenue and Expenses				
Expenditures		<u>Voted ATM</u>	<u>Adjustments</u>	<u>Estimated FSTM</u>
Schools - Salary & Expenses	\$	54,374,549	\$ 59,195	\$ 54,433,744
Town - Salary & Expenses	\$	19,288,219	\$ 188,982	\$ 19,477,201
Insurance - Schools & Town	\$	13,250,874	\$	\$ 13,250,874
Debt - Schools & Town	\$	11,807,825	\$	\$ 11,807,825
Assabet Valley Vocational	\$	778,313	\$	\$ 778,313
Water Enterprise	\$	4,045,303	\$	\$ 4,045,303
Sewer Enterprise	\$	1,865,442	\$	\$ 1,865,442
Waste Water Treatment Plant	\$	5,161,832	\$	\$ 5,161,832
Country Club Enterprise	\$	490,459	\$ 90,709	\$ 581,168
Cable TV Enterprise	\$	300,000	\$	\$ 300,000
Articles (non-borrow)	\$	2,202,630	\$ 4,083,363	\$ 6,285,993
Worc County Retirement & Cherry Sheet Assessment	\$	5,246,073	\$ (33,310)	\$ 5,212,763
Capital Improvement Fund Offset	\$	-	\$ 563,724	\$ 563,724
Overlay Reserve	\$	650,000	\$	\$ 650,000
Total AFC Recommended Expenditures	\$	119,461,519	\$ 4,952,663	\$ 124,414,182
Estimated Non-Tax Levy Revenues				
State Aid (Schools - Chap 70)	\$	7,226,376	\$ 1,091,974	\$ 8,318,350
State Aid (School Buildings)	\$	2,535,987	\$	\$ 2,535,987
State Aid (unrestricted)	\$	1,300,609	\$ 158,783	\$ 1,459,392
Local Receipts (estimated)	\$	8,512,636	\$	\$ 8,512,636
Water Enterprise Receipts	\$	4,224,834	\$	\$ 4,224,834
Sewer & Waste Water Treatment Plant Receipts	\$	10,072,883	\$	\$ 10,072,883
Country Club Enterprise Receipts & Transfer	\$	450,896	\$	\$ 450,896
Cable TV Enterprise	\$	300,000	\$	\$ 300,000
Free Cash for Operating Budgets to Lower the Tax Rate	\$	770,000	\$	\$ 770,000
Free Cash Used - ATM Articles	\$	403,700	\$ 1,257,920	\$ 1,661,620
Retained Earnings & Transfers, ATM Articles, Trust Funds	\$	2,203,585	\$ 2,916,152	\$ 5,119,737
Total Estimated Non-Tax Levy Revenues	\$	38,001,506	\$ 5,424,829	\$ 43,426,335
Tax Levy (Amount to be raised through property taxes)	\$	81,460,013	\$ (472,166)	\$ 80,987,847

Tax Rate & Average Single Family Tax Bill Calculation				
		<u>FY-20</u>	<u>Change</u>	<u>FY-21 (Estimated)</u>
Estimated Total Town Valuation	\$	4,247,776,117	\$ 121,210,194	\$ 4,368,986,311
Estimated Tax Rate = (Tax Levy / Total Valuation) x 1,000	\$	18.32	\$ 0.22	\$ 18.54
Estimated Average House Value FY2021	\$	533,595	\$ 5,924	\$ 539,519.00
Estimated Avg House Tax Bill FY2021				\$ 10,001.06
Average House Tax Bill for FY2020	\$	9,775.46		\$ 9,775.46
Increase on Average House Tax Bill	2.91%	\$277.15	2.31%	\$225.60

Levy Limit Calculation		
Fiscal Year 2020 Levy Limit		\$ 87,808,219
Plus 2.5%		\$ 2,195,205
Plus New Growth (Estimated)		\$ 2,286,463
FY2021 Levy Limit (before Debt Exclusion)		\$ 92,289,887
School Debt Exclusion Amount		\$ 912,738
Fiscal Year 2021 Levy Limit		\$ 93,202,625
Excess Levy Capacity (Levy Limit - Tax Levy) (% Excess Levy)		\$ 12,214,779

FREE CASH & RETAINED EARNINGS TRANSFERS & SUMMARY REPORT

Special Town Meeting for FY2021
Saturday, November 7, 2020

Source	Transfer Amount	Article	Description
General Fund	\$ 1,080	1	Prior Year Bills
Certified Free Cash	\$ 70,000	6A	DPW Utility Truck
Certified Free Cash	\$ 10,000	6B	DPW Infrastructure Data Collection
Certified Free Cash	\$ 80,000	6C	DPW 10-Wheel Sander
Certified Free Cash	\$ 45,000	6D	DPW Backhoe
Certified Free Cash	\$ 79,000	6H	Fire Command Vehicle
Certified Free Cash	\$ 155,000	6I	Police Cruisers
Certified Free Cash	\$ 70,000	6J	School Park Lot
Certified Free Cash	\$ 46,000	7	Country Club Greens Mower
Certified Free Cash	\$ 642,857.15	11	Affordable Housing Trust
Total General Fund	\$ 1,198,937.15		

Enterprise Retained Earnings Transfers

Country Club Retained Earnings	\$ 90,709	3	FY2021 Budget Increase
Water Retained Earnings	\$ 10,000	6B	DPW Infrastructure Data Collection
Sewer Retained Earnings	\$ 10,000	6B	DPW Infrastructure Data Collection
Water Retained Earnings	\$ 80,000	6C	DPW 10-Wheel Sander
Sewer Retained Earnings	\$ 80,000	6C	DPW 10-Wheel Sander
Water Retained Earnings	\$ 55,000	6D	DPW Backhoe
Sewer Retained Earnings	\$ 55,000	6D	DPW Backhoe
Sewer Retained Earnings	\$ 35,000	6E	Generator – Piccadilly Pump Station
Sewer Retained Earnings	\$ 60,000	6F	Sewer Grinder
Water Retained Earnings	\$ 40,000	6G	F350 Utility Truck with Plow
Sewer Retained Earnings	\$ 40,000	6G	F350 Utility Truck with Plow
Sub Total	\$ 555,709		

Other Transfers

Water Enterprise Salary & Wages	\$ 51,320	2	Water Enterprise Expenses
Comm of MA Transportation Fund	\$ 9,122.70	5	DPW Road Maintenance
Sub Total	\$ 60,442.70		

FREE CASH & STABILIZATION FUND RESERVE SUMMARY

Free Cash certified as of July 1st, 2019:	Certified Available	Transfers 2020 STM	Transfers 2021 ATM	Est Ending Balance
General Fund (GF) Free Cash	\$ 13,160,890	\$ (1,257,920)	\$ -	\$ 11,902,970
Water Enterprise Retained Earnings	\$ 2,019,976	\$ (185,000)	\$ -	\$ 1,834,976
Sewer Enterprise Retained Earnings	\$ 3,118,410	\$ (280,000)	\$ -	\$ 2,838,410
Country Club Enterprise R/Earnings	\$ 123,564	\$ (90,709)	\$ -	\$ 32,855
Capital Equip Stabilization Fund	\$ 391,952	\$ -	\$ -	\$ 391,952
Stabilization Fund	\$ 3,331,918	\$ -	\$ -	\$ 3,331,918
Totals	\$ 22,146,710	\$ (1,813,629)	\$ -	\$ 20,333,081
AFC Reserve Fund				\$ 250,000
			Total All Reserves:	\$ 20,583,081
			* General Fund Free Cash, Stabilization & AFC Reserve:	\$ 15,876,840

GF Operating Budget % in Reserves	Total * All Reserves	GF Free Cash & Stabilization	Selectmen's Targeted Goal
General Fund Operating Budget	\$101,384,078 15.66%	15.41%	10 - 15 %
Enterprise Rserve Funds	Total Reserves		
Total Enterprise Budgets	\$14,426,981 32.62%		
OPEB - GASB Assessed Liability	\$114,259,616 % Funded	Annual Contribution	Balance
OPEB - Trust	\$7,363,659 6.44%	\$0	\$7,363,659
Auditor's bi-annual review of the unfunded liability for Other Post Employment Benefits, last review was issued 8-2019			

INDEX OF ARTICLES AND SUMMARY RECOMMENDATIONS

AFC = Advisory Finance Committee; BOS= Board of Selectmen

ARTICLE 1: Prior Years Bills

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 2: Fiscal Year 2021 Operating Budgets Adjustments

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 3: FY2021 Country Club Operating Committee Budget Adjustment

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 4: Rescind Borrowing

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 5: Appropriation of Commonwealth Transportation Infrastructure Fund

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 6: Capital Improvement Plan

A. Utility Truck Replacement

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

B. Infrastructure Data Collection

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

C. 10-Wheel Sander Replacement

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

D. Backhoe Replacement

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

E. Generator Replacement at Sewer Pump Station

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

- F. Sewer Grinder
AFC recommends the Town vote to approve this Article (9-0-0)
BOS recommends the Town vote to approve this Article (4-0-0)
- G. F350 Utility Truck with Plow
AFC recommends the Town vote to approve this Article (9-0-0)
BOS recommends the Town vote to approve this Article (4-0-0)
- H. Command Vehicle Replacement
AFC recommends the Town vote to approve this Article (9-0-0)
BOS recommends the Town vote to approve this Article (4-0-0)
- I. Purchase of Three Cruisers
AFC recommends the Town vote to approve this Article (9-0-0)
BOS recommends the Town vote to approve this Article (4-0-0)
- J. Parking Lot and Curbing Repairs and Maintenance
AFC recommends the Town vote to approve this Article (6-1-2)
BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 7: Greens Mower
AFC recommends the Town vote to approve this Article (7-2-0)
BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 8: Golf Cart Lease Term
AFC recommends the Town vote to approve this Article (9-0-0)
BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 9: Town Water System Improvements
AFC recommends the Town vote to approve this Article (9-0-0)
BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 10: Affordable Housing Trust
AFC recommends the Town vote to approve this Article (8-0-1)
BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 11: Funding for Westborough Affordable Housing Trust from Del Webb Chauncy Lake Variance
AFC recommends the Town vote to approve this Article (9-0-0)
BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 12: 50 Eli Whitney Street Utility Easement
AFC recommends the Town vote to approve this Article (9-0-0)
BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 13: Amend General Bylaws – Community Development Department
AFC recommends the Town vote to approve this Article (9-0-0)
BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 14: Community Development Director Salary
AFC recommends the Town vote to approve this Article (9-0-0)
BOS recommends the Town vote to approve this Article (4-0-0)

Editorial Note: *The Town Manager’s Statements are not part of the formal Articles in the Warrant. They constitute additional information offered for the benefit of the voters, true and correct as of the time of the posting of the Warrant, but subject to change as appropriate. They are not to be construed so as to broaden or limit the scope of the formal Articles.*

In the Report, votes are shown in the format (x-y-z) where “x” is the number of votes in support; “y” is the number of votes in opposition and “z” is the number of abstentions. The vote reflects the number of members present at the time the vote was taken.

COMMONWEALTH OF MASSACHUSETTS WORCESTER, SS SPECIAL TOWN MEETING WARRANT

TO ANY CONSTABLE IN THE TOWN OF WESTBOROUGH, IN THE COUNTY OF
WORCESTER, GREETINGS:

In the name of the Commonwealth of Massachusetts, you are directed to notify and warn the inhabitants of the Town of Westborough, qualified to vote in elections and town affairs, to act on the following Articles on Saturday, November 7, 2020, at 10:00 A.M. in the Westborough High School located at 90 West Main Street, Westborough.

The Article Information statements printed in italics are not part of the formal Articles of the Warrant. They constitute additional information offered for the benefit of the voters, true and correct as of the time of posting of the Warrant, but subject to change as called for. They are not to be construed so as to broaden or limit the scope of the formal Articles.

ARTICLE 1: Prior Years Bills

To see if the Town will vote to transfer from Free Cash the sum of One Thousand Eighty Dollars (\$1,080) for the purpose of paying an outstanding balance in the Board of Health Department in FY 2020, or take any other action thereon.

Article Information Statement – The Board of Health has outstanding bills from May and June 2020 for electronic recycling. Payment of this bill requires a Town Meeting vote because it was billed in FY 2020.

The motion for this Article requires a nine-tenths vote.

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 2: Fiscal Year 2021 Operating Budgets Adjustments (Board of Selectmen)

To see what sums the Town will vote to raise and appropriate and/or transfer from available funds for the support of the several offices, departments, boards and commissions of the Town of Westborough for Fiscal Year 2021 beginning July 1, 2020, and ending June 30, 2021, or take any other action thereon.

Article Information – The Town budgets, including all expenses are estimated to increase/decrease.

The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 3: FY2021 Country Club Operating Committee Budget Adjustment

To see if the Town will vote to transfer the sum of Ninety Thousand Seven Hundred and Nine Dollars (\$90,709) from Country Club Retained Earnings to the FY2021 Country Club Operating Committee Budget, or take any other action thereon:

Article Information – The current golf management contract expires on December 31, 2020. The Board of Selectmen and the Country Club Operating Committee are recommending that golf course management responsibilities be managed by through a Golf Manager employed by the Recreation Department rather than a contractual service. This change requires the budget to be updated to include all expenses and Salary/Wages previously paid through the contractor. This model also directs course revenues to the Town that were previously collected by the Contractor. The motion for this Article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 4: Rescind Borrowing

To see if the Town will vote to rescind prior years' unused borrowing authorization for the following projects:

Town Meeting Date	Article & T M	Project	Amount to Rescind
10/22/2007	11 of the 2007 STM	Plan/Design 50 Milk St	\$100,000
5/16/2009	21B of the 2009 ATM	Sewer Treatment Plant Upgrade	\$932,695
5/15/2010	11D of the 2010 ATM	Sewer Weld/Folly	\$22,214
5/15/2010	10F of the 2010 ATM	Water Weld/Folly	\$56,000
3/14/2015	10 of the 2015 ATM	Gibbons School	\$11,147,994
3/14/2015	19 of the 2015 ATM	Water Treatment Plant Otis St Well Site	\$369,459
3/17/2018	14 of the 2018 ATM	VFP Land Purchase (Mill Road)	\$450,000
3/17/2018	18 of the 2018 ATM	Regal Cinema	\$6,000,000

or take any other action thereon

Article Information – The purpose of this Article is to rescind borrowing authorizations previously approved by Town Meeting for various projects that have either been completed or are no longer necessary. The total amount of borrowing authorization that this Article seeks to rescind is \$19,078,362.

The only way to remove borrowing authorizations from the Town's financial records is by vote

of Town Meeting.

The motion for this Article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 5: Appropriation of Commonwealth Transportation Infrastructure Fund

To see if the Town will vote to transfer from the Receipts Reserve Account the sum of Nine Thousand One Hundred Twenty Two and 70/100 Dollars (\$9,122.70), or such other amount as Town Meeting may approve, for the purpose of road maintenance, or take any other action thereon.

Town Manager Statement – The Town received \$9,122.70 from the Commonwealth Transportation Infrastructure Fund (derived from a tax on Lyft, Uber, etc.). The funds must be used “to address the impact of transportation network services on municipal roads, bridges and other transportation network services in the city or town” and must be appropriated by Town Meeting.

The motion for this Article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 6: Capital Improvement Plan

To see what action the Town may take on the following items, **A** through **J**, which may be voted as a block, or singly, or in any combination, but however voted, will be treated for accounting purposes as if each item were voted as a separate Article:

6A. Utility Truck Replacement

To see if the Town will vote to transfer from Free Cash the sum of Seventy Thousand Dollars (\$70,000), or appropriate such other amount as Town Meeting may approve, for the purpose of replacing a utility truck and other equipment, including all costs incidental and related thereto, or take any other action thereon.

Article Information - This request seeks to replace a 2007 Ford Utility Truck w/plow (#5) in FY2021. The Governmental Accounting Standards Board recommended useful life for this piece of equipment is 10 years. At 13 years old, the vehicle that will be replaced will be beyond its recommended useful life. The 1-Ton fleet is the most heavily used within the DPW. This vehicle is used to support maintenance of all Town fields and parks, conduct snow plowing operations, and respond to emergencies. The equipment requires investment of manpower and repair parts to maintain.

The motion for this Article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

6B. Infrastructure Data Collection

To see if the Town will vote to transfer from Free Cash the sum of Ten Thousand Dollars (\$10,000), transfer from Sewer Retained Earnings the sum of Ten Thousand Dollars (\$10,000), and further transfer from Water Retained Earnings the sum of Ten Thousand Dollars (\$10,000), or appropriate such other amount as Town Meeting may approve, for the purpose of purchasing, installing and supporting an infrastructure data collection system and associated equipment, including all costs incidental and related thereto, or take any other action thereon.

Article Information - The Town has committed to a geographic information system (GIS) that enables the gathering, managing, and analyzing of data. The system assists the DPW with monitoring roadway, water, and sewer infrastructure by supporting the identification of patterns and assessing situations via a map. For the GIS to be an effective tool for the Town, collection and continual maintenance of data is required. This request would fund tablets and antennas to allow DPW to efficiently collect and geo-locate critical infrastructure and immediately upload the information to the GIS. The department's current method of data collection is inefficient, requiring a GPS device with a trained operator and a lengthy data transfer process to make the data compatible with the GIS.

The motion for this Article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

6C. 10-Wheel Sander Replacement

To see if the Town will vote to transfer from Free Cash the sum of Eighty Thousand Dollars (\$80,000), transfer from Sewer Retained Earnings the sum of Eighty Thousand Dollars (\$80,000), and further transfer from Water Retained Earnings the sum of Eighty Thousand Dollars (\$80,000), or appropriate such other amount as Town Meeting may approve, for the purpose of replacing a 10-Wheel Sander and other equipment, including all costs incidental and related thereto, or take any other action thereon.

Article Information - This request seeks to replace a 1988 10-Wheel Sander (#287) in FY2021. The Governmental Accounting Standards Board recommended useful life for this piece of equipment is 10 years. At 32 years old, the current vehicle is no longer part of the fleet as it is unsafe to operate. The proposed replacement vehicle is a 6-Wheel combination dump truck/spreader, which is more versatile and allows the vehicle to be used for multiple purposes. The purchased vehicle will be used to support roadway and water and sewer line repairs, conduct snow plowing operations, and respond to emergencies.

The motion for this Article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

6D. Backhoe Replacement

To see if the Town will vote to transfer from Free Cash the sum of Forty Five Thousand Dollars (\$45,000), transfer from Sewer Retained Earnings the sum of Fifty Five Thousand Dollars (\$55,000), and further transfer from Water Retained Earnings the sum of Fifty Five Thousand Dollars (\$55,000), or appropriate such other amount as Town Meeting may approve, for the purpose of replacing a backhoe and other equipment, including all costs incidental and related thereto, or take any other action thereon.

Article Information - This request seeks to replace a 2005 Backhoe (#231) in FY2021. The Governmental Accounting Standards Board recommended useful life for this piece of equipment is 10 years, and at 15 years old, the 2005 model is beyond its recommended useful life. The equipment requires a substantial investment of manpower and repair parts to maintain. Used on a daily basis, the backhoe provides support to emergency response (lifting/digging) situations, snowplowing operations, and routine roadway, water, and sewer maintenance. This piece of equipment is one of the most heavily used vehicles in the fleet.

The motion for this Article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

6E. Generator Replacement at Sewer Pump Station

To see if the Town will vote to transfer from Sewer Retained Earnings the sum of Thirty Five Thousand Dollars (\$35,000), or appropriate such other amount as Town Meeting may approve, for the purpose of replacing a generator, including all costs incidental and related thereto, or take any other action thereon.

Article Information - This request seeks to replace a backup power generator for the Fisher Sewer Pump Station in FY2021. All 33 of the Town's sewer pump stations are electrically powered. Each station has an alternate source of power should a power outage occur. The backup generator at the Fisher Pump Station is over 25 years old and requires replacement. Parts necessary to repair and maintain the existing generator are difficult to obtain. If the generator fails during a power outage, it is likely there will be sewer spillage into the environment and sewer backups in residential homes or commercial properties.

The motion for this Article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

6F. Sewer Grinder

To see if the Town will vote to transfer from Sewer Retained Earnings the sum of Sixty Thousand Dollars (\$60,000), or appropriate such other amount as Town Meeting may approve, for the purpose of purchasing and installing sewer grinders, including all costs incidental and related thereto, or take any other action thereon.

Article Information - This request seeks to fund grinder installation at the Old Flanders Pump Station in FY2021. Modern wastewater grinding systems installed directly at the pump station can effectively precondition solids into smaller pieces so the wastewater and debris can pass through the pumps without clogging and/or causing pump failure. The motion for this Article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

6G. F350 Utility Truck with Plow

To see if the Town will vote to transfer from Sewer Retained Earnings the sum of Forty Thousand Dollars (\$40,000) and transfer from Water Retained Earnings the sum of Forty Thousand Dollars (\$40,000), or appropriate such other amount as Town Meeting may approve, for the purpose of purchasing a 1-ton truck with plow and other equipment, including all costs incidental and related thereto, or take any other action thereon.

Article Information - This request seeks to replace a 2008 Ford Utility Truck w/plow (#142) in FY2021. The Governmental Accounting Standards Board recommended useful life for this piece of equipment is 10 years. At 13 years old, the vehicle that will be replaced will be beyond its recommended useful life. The 1-Ton fleet is the most heavily used within the DPW. This vehicle is used to support water and sewer infrastructure repairs, water service calls to residents, and snow clearing operations. The equipment requires investment of manpower and repair parts to maintain. The motion for this Article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

6H. Command Vehicle Replacement

To see if the Town will vote to transfer from Free Cash the sum of Seventy Nine Thousand Dollars (\$79,000), or appropriate such other amount as Town Meeting may approve, for the purpose of replacing a command vehicle and other equipment, including all costs incidental and related thereto, or take any other action thereon.

Article Information - The current Command Vehicle is a 2007 Chevy Suburban and is set up to deliver an incident commander to a call, utilize communications equipment, and facilitate accountability and firefighter safety. This vehicle has seen excessive wear and tear and increasing maintenance costs and now has corrosion coming through the body. This vehicle is the heart of the Department's operations and supports every major incident that occurs. Included with the cost of the vehicle are three mobile radios and a command center for the rear gate. The Fire / EMS study highlighted that the operational use of this vehicle is paramount to successful outcomes of critical incidents. The motion for this Article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

6I. Purchase of Three Police Cruisers

To see if the Town will vote to transfer from Free Cash the sum of One Hundred Fifty-Five Thousand Dollars (\$155,000), or appropriate such other amount as Town Meeting may approve, for the purpose of purchasing three vehicles and associated equipment, including all costs incidental and related thereto, or take any other action thereon.

Article Information - Police vehicles are often used 24 hours a day and 7 days a week. In order to properly manage the fleet a regular replacement schedule is needed to ensure the fleet does not become unreliable. A regular replacement schedule also improves officer safety and cuts down on maintenance costs. Having just one cruiser out of service puts a strain on the Department's operations. The intention of this proposal is to; (1) replace one of the oldest cruisers including related equipment; (2) add two vehicles to the fleet. We also anticipate increasing the fleet moving forward as we continue to move forward with the approved staffing plan. The prices are based on the Greater Boston Police Council bid contract.

The motion for this Article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

6J. Parking Lot and Curbing Repairs and Maintenance

To see if the Town will vote to transfer from Free Cash the sum of Seventy Thousand Dollars (\$70,000), or appropriate such other amount as Town Meeting may approve, for the purpose of funding parking lot and curbing repairs and maintenance, including all costs incidental and related thereto, or take any other action thereon.

Article Information - The School Department seeks \$70,000 in FY2021 to support additional maintenance and repair efforts of the High School parking lot and curbing.

The motion for this Article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (6-1-2)

BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 7: Greens Mower

To see if the Town will vote to transfer from Free Cash the sum of Forty Six Thousand Dollars (\$46,000), or appropriate such other amount as Town Meeting may approve, for the purpose of replacing a greens mower, including all costs incidental and related thereto, or take any other action thereon.

Article Information - The Country Club Operating Committee is seeking \$46,000 in FY2021 in order to replace their Greens Mower for use on the golf course. It is a specialized mower and provides proper maintenance for the golf course operation.

The motion for this Article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (7-2-0)
BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 8: Golf Cart Lease Term

To see if the Town will vote to authorize the Board of Selectmen to enter into a lease agreement for a term of up to 5 years, or such other duration as Town Meeting may approve, for the purpose of leasing golf carts for the municipal golf course, or take any other action thereon.

Article Information – Since the golf course will now be managed by a Town Employee, the Town will be responsible for leasing the golf carts used at the golf course. The Country Club Operating Committee and the Recreation Department have received quotes for this lease and have found that they would recognize substantial savings by entering into a five year lease agreement.

A contract term longer than three years must be approved by a majority Town Meeting vote.

AFC recommends the Town vote to approve this Article (9-0-0)
BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 9: Town Water System Improvements

To see if the Town will vote to borrow the sum of One Million Nine Hundred Eighty Thousand Dollars (\$1,980,000) or such other amount as the Town Meeting may approve, for the design, construction, installation, upgrading, and/or replacement of water mains and all associated work for various roads, and costs incidental or related thereto, and to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum under M.G.L. Chapter 44, Section 7, 8 or any other enabling authority and to issue bonds or notes of the Town therefor, and any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. Chapter 44, Section 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount, and further to authorize the Board of Selectmen and appropriate Town officers to enter into all agreements and execute any and all instruments and to take all related actions necessary or appropriate to effect the foregoing, or take any other action thereon.

Article Information – This Article allows the continuation of work to maintain and improve the Town's water infrastructure. It addresses removal of aged pipes, pipe-looping, redundancy, reliability, and improved fire flow. Flanders Road and Sampson Drive are the intended area for the next major project however, funds may be used to address any areas that become problematic. The design of the project and preparation of the bidding documents was funded during the October 2019 Special Town Meeting. Determination of the infrastructure to be replaced is informed by the Town's Water System Study Update, which was completed in January 2020 by an engineering consultant.

The motion for this Article requires a 2/3 majority vote to borrow.

AFC recommends the Town vote to approve this Article (9-0-0)
BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 10 – Affordable Housing Trust

To see if the Town will vote to accept the provisions of M.G.L. Chapter 44, Section 55C, and to establish a trust to be known as the Westborough Affordable Housing Trust Fund, the purpose of which shall be to provide for the creation and preservation of affordable housing in the Town of Westborough for the benefit of low- and moderate-income households, to support efforts to improve housing affordability for the Town of Westborough in general, and to fund community housing, as defined in General Laws Chapter 44B, and, in implementation thereof, to vote to amend the General Bylaws by adding a new Article 17 – Westborough Affordable Housing Trust Fund, or take any other action thereon.

ARTICLE 17 – AFFORDABLE HOUSING TRUST

Affordable Housing Trust Fund

Pursuant to the authority of General Laws Chapter 44, Section 55C, there is hereby created a local municipal affordable housing trust fund to be known as the "Westborough Affordable Housing Trust Fund" (the "Trust").

SECTION 1 PURPOSE

The purpose of the Trust shall be to provide for the creation and preservation of affordable housing in Westborough for the benefit of low- and moderate-income households, to support efforts to improve housing affordability for Westborough in general, and to fund community housing as defined in General Laws, Chapter 44B. The Trust shall be governed by a Board of Trustees in accordance with General Laws Chapter 44, Section 55C, as revised from time to time, and the authority granted by Town Meeting.

SECTION 2 APPOINTMENT AND TENURE OF TRUSTEES

- (A) There shall be a Board of Trustees (the "Board") consisting of no fewer than five (5) and no more than seven (7) Trustees appointed by the Board of Selectmen. One of the Trustees shall be a member of the Board of Selectmen, who shall serve as the representative of the Board of Selectmen.

The Trustees shall be appointed for a term not to exceed two (2) years, such term to end on June 30 of the expiration year, except that at least two of the initial Trustees shall serve for one (1) year, to provide for staggered terms, and Trustees may be re-appointed at the discretion of the Board of Selectmen for succeeding terms, with no limits on the number of terms that a Trustee can serve. In the event of a vacancy in the position of Trustee, the appointment shall be made in accordance with the provisions hereof.

Trustee appointments must comply with Article 13 of Westborough Town By-laws. Any Trustee who ceases to comply with said Article 13 shall promptly provide a written notification of the change to the Town Clerk.

Any Trustee may resign by written instrument signed and acknowledged by such Trustee and duly filed with the Town Clerk. If a Trustee shall die, resign, or for any other reason cease to be a Trustee hereunder before his/her term of office expires, any successor Trustee shall be appointed by the Board of Selectmen to fill such vacancy, provided that in each case, the said appointment and acceptance in writing by the Trustee so appointed is filed with the Town Clerk. No such appointment shall be required so long as there are at least five (5) Trustees in office. Upon the appointment of any succeeding Trustee and the filing of such appointment, the title to the Trust

estate shall thereupon and without the necessity of any conveyance be vested in such succeeding Trustee jointly with the remaining Trustees. If any Trustee is absent from five (5) consecutive regularly scheduled meetings of the Trust, except in the case of illness, the Chair may notify the Board of Selectmen, who may terminate said Trustee of the Trust position.

SECTION 3 MEETINGS OF THE TRUSTEES

The Trust shall meet at least quarterly at such time and such place as the Board shall determine. Special meetings may be called by the Chair or by a quorum of the Board of Trustees. Notice of any meeting of the Trust shall be filed with the Town Clerk and posted in accordance with the Open Meeting Law, Chapter 39, Sections 18-25.

A quorum of the Board of Trustees shall be the majority of the number of Trustees then serving under this Trust.

The Chair may establish sub-committees and/or ad hoc task related committees to carry out the purposes of the Trust. Chairpersons of the sub-committees may be selected by the members of the sub-committees.

SECTION 4 ACTS OF THE TRUSTEES

Provided that a quorum of the Board is present, a majority of Trustees present and voting may exercise any or all of the powers of the Trustees hereunder and may execute on behalf of the Board any and all instruments with the same effect as though executed by all the Trustees. No Trustee shall be required to give bond. No license of court shall be required to confirm the validity of any transaction entered into by the Board with respect to the Trust estate.

SECTION 5 POWERS OF THE TRUSTEES

- (A) The powers of the Board of Trustees shall include the following powers, which shall be carried out in accordance with and in furtherance of the provisions of General Laws Chapter 44, Section 55C as outlined below:
- (1) to accept and receive real property, personal property or money, by gift, grant, contributions, devise, or transfer from any person, firm, corporation or other public or private entity or organization or tendered to the Trust in connection with provisions of any by-law or any general or special laws or any other source, including money from General Laws Chapter 44B, the Community Preservation Act ("Chapter 44B), provided, however, that any such money received from Chapter 44B shall be used exclusively for community housing and shall remain subject to all the rules, regulations and limitations of that chapter when expended by the trust, and such funds shall be accounted for separately by the Trust; and provided further, that at the end of each fiscal year, the Trust shall ensure that all expenditures of funds received from said Chapter 44B are reported to the Community Preservation Committee for inclusion in the community preservation initiatives report, form CP-3, to the Department of revenue;
 - (2) to sell, lease, exchange, transfer or convey any personal, mixed, or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertaking relative to Trust property as the Board deems advisable notwithstanding the length of any such lease or contract;

- (3) to execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases and other instruments sealed or unsealed, necessary, proper or incident to any transaction in which the Board engages for the accomplishment of the purposes of the Trust;
- (4) to borrow money on such terms and conditions and from such sources as the Board deem advisable, to mortgage and pledge Trust assets as collateral, to the extent of the Trust's assets;
- (5) to construct, manage or improve real property; and to abandon any property which the Board determines not to be worth retaining;
- (6) to purchase and retain real or personal property, including without restriction investments that yield a high rate of income or no income;
- (7) to hold all or part of the Trust property uninvested for such purposes and for such time as the Board may deem appropriate;
- (8) to become the lottery and monitoring agent for affordable housing and accept compensation for those services into the Fund;
- (9) to monitor the expiring use of any affordable housing in Westborough;
- (10) to compensate Town employees for services provided as authorized by the Town Manager and in accordance with applicable laws, including, but not limited to, dedicated staff to Trustees, engineering support for project specific activities, and other Town services, as requested by the Board to the Town Manager;
- (11) to employ advisors and agents, including but not limited to accountants, appraisers and lawyers as the Board deems necessary;
- (12) to pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the Board deems advisable;
- (13) to participate or join or form a partnership, corporation or any other legally organized entity to accomplish the purposes of this Trust and to participate in any reorganization, recapitalization, merger or similar transactions; and to give proxies or powers of attorney with or without power of substitution to vote any securities or certificates of interest; and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation, and any other corporation, person or entity;
- (14) to apportion receipts and charges between income and principal as the Board deems advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation depletion or otherwise;
- (15) to deposit any security with any protective reorganization committee, and to delegate to such committee such powers and authority with relation thereto as the Board may deem proper and to pay, out of Trust property, such portion of expenses and compensation of such committee as the Trustees may deem necessary and

appropriate;

- (16) to carry property for accounting purposes other than acquisition date values;
- (17) to make distributions or divisions of principal in kind;
- (18) to extend the time for payment of any obligation to the Trust,
- (19) to establish criteria and/or qualifications for recipients and expenditures in accordance with Trust's stated purposes; and
- (20) to compromise, defend, enforce, release, settle or otherwise adjust claims in favor or against the Trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of this act, to continue to hold the same for such period of time as the Trustees may deem appropriate.

(B) Notwithstanding anything to the contrary herein, Board of Selectmen approval shall be required for any of the following actions:

- (1) Any single action that expends or commits 50% or more of the Trust assets, including any action to purchase real or personal property, to borrow money, or to mortgage or pledge Trust assets as collateral;
- (2) If the Trust has cumulatively expended or committed 80% of Trust assets, any action, including any action to purchase real or personal property, to borrow money, or to mortgage or pledge, that expends or commits additional Trust assets as collateral; or
- (3) Any sale or other disposition of real or personal property in excess of 50% of the Trust's assets.

(C) If authorized under Subsection (B), the Trustees shall have full power and authority, at any time and from time to time and without the necessity of applying to any court for leave to do so, to expend the 100% of the Trust funds, both principal and interest, to the extent that all funds hereunder may be expended, if the Trustees deem such expenditure appropriate. All expenditures shall be made in conformance with the terms of this Trust and General Laws Chapter 44, Section 55C.

SECTION 6 TREASURER/COLLECTOR AS CUSTODIAN

The Town of Westborough Treasurer/Collector shall be the custodian of the Trust funds and shall maintain separate accounts and records for said funds. Any income or proceeds received from the investment of funds shall be credited to and become part of the Trust.

Expenditures by the Trust shall be processed through the warrant but shall be controlled by the provisions of General Laws Chapter 44, Section 55C. The yearly approved budget, and any approved budget revisions will be recorded by the Town Treasurer/Collector. The Finance Director shall issue checks as directed by the Board.

In accordance with General Laws Chapter 44, Section 55C, the books and records of the Trust shall be audited annually by an independent auditor in accordance with accepted accounting practices. The Trust shall be audited as part of the Town audit. Cost associated with the independent audit shall be borne by the Trust. Upon receipt of the audit by the Board, a copy shall be provided forthwith to the Board of Selectmen.

SECTION 7 DURATION OF THE TRUST

The Trust shall continue so long as authorized under the Laws of the Commonwealth of Massachusetts. Notwithstanding the foregoing, the Trust may be terminated by a majority vote of Town Meeting, provided that an instrument of termination together with a certified copy of the Town Meeting vote are duly recorded with the Worcester South District Registry of Deeds and the Worcester South Registry District of the Land Court. Upon termination of the Trust, subject to the payment of or making provisions for the payment of all obligations and liabilities of the Trust and the Trustees, the net assets of the Trust shall be transferred to the Town and held by the Board of Selectmen for affordable housing purposes. In making any such distribution, the Trustees may, subject to the approval of the Board of Selectmen, sell all or any portion of the Trust property and distribute the net proceeds thereof or they may distribute any of the assets in kind. The powers of the Trustees shall continue until the affairs of the Trust are concluded.

Article Information – This Article will create an Affordable Housing Trust for the Town of Westborough. Last spring, the Board of Selectmen formed an Affordable Housing Trust Working Group to explore the creation of an affordable housing trust. This group recommended the creation of the trust and a draft of proposed trust documents to the Board of Selectmen in October.

The motion for this Article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (8-0-1)

BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 11: Funding for Westborough Affordable Housing Trust from Del Webb Chauncy Lake Variance (Board of Selectmen)

To see if the Town will vote to transfer from Free Cash the sum of Six Hundred Forty Two Thousand Eight hundred Fifty Seven and 15/100 (\$642,857.15), or appropriate such other amount as Town Meeting may approve, to the Westborough Affordable Housing Trust, representing the first payment received by the Town under the Variance granted to Pulte Homes of New England, LLC by the Board of Appeals as filed on January 7, 2020.

Article Information –Del Webb Chauncy Lake was approved with the requirement to build 70 age restricted affordable housing units. The Department of Housing and Community Development would not recognize the affordable units as counting toward the Town’s subsidized housing inventory due to age restrictions required by local zoning. The Zoning Board of Appeals approved a variance that granted relief from the affordable housing requirement entirely but required \$9 Million in mitigation money be paid to the Town on a payment schedule. At the June 2020 Annual Town Meeting the Town created a Stabilization Fund into which future payments would be deposited. Massachusetts General Law does not allow payments to be directed into a stabilization account in the same fiscal year it is created. Therefore, the first payment, received in FY2020, went into the Town General Fund and closed out to Free Cash. This Article seeks to

transfer the first payment from Free Cash to the newly created Westborough Affordable Housing Trust to enable the Trust to begin its work. Future Pulte payments will go directly into the Del Webb Chauncy Lake Stabilization Fund and can only be appropriated by Town Meeting vote. The motion for this Article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 12: 50 Eli Whitney Street Utility Easement (School Building Committee)

To see if the Town will vote to grant the Board of Selectmen joint custody of the property located at 50 Eli Whitney Street, identified on Assessors Map 9 as Lot 88, which property is in the care, custody and control of the School Committee for school purposes, for the sole purpose of granting permanent utility and other easements in a portion or portions of said property, and to authorize the Board of Selectman to grant permanent easements on said property for the foregoing purposes, or take any action relative thereto.

Article Information – This Article would authorize the Board of Selectmen to grant easements to National Grid at 50 Eli Whitney for utility purposes associated with the Fales Elementary School.

The motion for this Article requires a two-thirds vote.

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 13: Amend General Bylaws – Community Development Department (Board of Selectmen)

To see if the Town will vote, pursuant to Article 5-1 of the Town Charter, to amend its General Bylaws by adding a new Article 18 – Community Development Department, or take any other action thereon:

Section 1 Community Development Department and Community Development Director

There shall be a Community Development Department, to include the functions and departments of the Building, Economic Development, and Conservation, to be headed by and under the supervision of a Community Development Director. The office of Community Development Director shall be filled by appointment of the Town Manager.

The Community Development Director is responsible for overseeing and coordinating the Town's development activities in cooperation with the Town Planner and the Planning Board. The Community Development Director supervises the Building Commissioner, Conservation Director, and Economic Development Coordinator, or other such title as may be given to the heads of these departments, and may also perform the functions of a Building Commissioner, as set forth and pursuant to their respective job descriptions.

Article Information – This Article seeks to create a Community Development Department made up of Building, Conservation and Economic Development. This was a recommendation of the Non-Public Safety Staffing Study.

The motion for this Article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)

ARTICLE 14: Community Development Director Salary (Board of Selectmen)

To see if the Town will vote to raise and appropriate Five Thousand Five Hundred Dollars (\$5,500), or appropriate such other amount as Town Meeting may approve, for the purpose of paying the salary for the new Community Development Director position, or take any other action thereon.

Article Information – This Article seeks to fund the new Community Development Director’s position effective January 1, 2021 as described in the Article above and is contingent upon the previous Article being adopted.

The motion for this Article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

BOS recommends the Town vote to approve this Article (4-0-0)
