

WARRANT FOR THE ANNUAL TOWN MEETING
COMMONWEALTH OF MASSACHUSETTS
JUNE 16, 2020
6:15 p.m.

Annual Town Election, Tuesday, June 9, 2020, at 7:00 a.m. to 8:00 p.m. at the Southwick Town Hall, 454 College Highway for Precincts I, II, and III.

Annual Town Meeting Tuesday, June 16, 2020 at 6:15 p.m. at the Southwick Regional High School, 93 Feeding Hills Road, in the **Parking Lot**.

HAMPDEN SS. To either of the Constables of the Town of Southwick in the County of Hampden GREETINGS:

ARTICLE 1. BALLOTS

In the name of the Commonwealth of Massachusetts the Town Clerk is hereby directed to notify and warn the inhabitants of said town qualified to vote in elections and town affairs to meet and assemble at the TOWN HALL, 454 COLLEGE HIGHWAY, PRECINCTS I, II, & III, in said Southwick on Tuesday, June 9, 2020 between the hours of 7:00 A.M. and 8:00 P.M. to elect on one ballot the following officers:

One Selectman for a three-year term, Two District School Committee member for a three-year term. One Assessor for a three-year term. One Cemetery Commissioner for a three-year term. Two Community Preservation Committee members for a two-year term. One Community Preservation Committee member for a one-year term. One Community Preservation Committee member for a three-year. One Dickinson School Trustee for a three-year term. One Board of Health member for a three-year. One Southwick Housing Authority for a five year term. Two Library Trustees for a three-year term. One Moderator for a three-year term. Two Park and Recreation Commission members for a three-year term. One Planning Board member for a five-year term. One Water Commissioner for a three-year term.

Also, in the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said town qualified to vote in elections and town affairs to meet and assemble at the SOUTHWICK REGIONAL SCHOOL PARKING LOT ON TUESDAY, June 16, 2020, at 6:15 P.M. then and there for the Annual Town Meeting and to act on the following articles:

Given under our hand at said Southwick this 28th day of May in the year of the Lord Two Thousand and Twenty.

ARTICLE 1 EXPLANATION: Town Election acted on June 9, 2020. For the above individuals: See the ballot posted on the Town of Southwick's web page at www.southwickma.org.

ARTICLE 2. TOWN REPORTS - OMNIBUS

To see if the Town will vote to accept the reports as published in the Annual Town Report of the Selectmen, Assessors, Town Accountant, Town Clerk, Water Commissioners and all others to be acted thereon, or take any other action thereon.

Requested by the Select Board

ARTICLE 2 EXPLANATION: This is a General Housekeeping Article to authorize the Select Board to operate Town Government.

ARTICLE 3. APPOINTMENT OF MINOR OFFICERS - OMNIBUS

To see if the Town will vote to instruct the Select Board to appoint minor officers or to take any other action relative thereon.

Requested by the Select Board

ARTICLE 3 EXPLANATION: This is a General Housekeeping Article to authorize the Select Board to operate Town Government.

ARTICLE 4. SELL OR TRADE OBSOLETE EQUIPMENT - OMNIBUS

To see if the Town will vote to authorize the Select Board to sell or trade obsolete equipment or take any action relative thereon.

Requested by the Select Board

ARTICLE 4 EXPLANATION: This is a General Housekeeping Article to authorize the Select Board to operate Town Government.

ARTICLE 5. APPLY AND ACCEPT GRANTS - OMNIBUS

To see if the Town will vote to authorize the Select Board to apply for and accept any and all grants from private entities, the Federal Government or the Commonwealth of Massachusetts for the purposes for which said grants are authorized, or to take any other action relative thereon.

Requested by the Select Board

ARTICLE 5 EXPLANATION: This is a General Housekeeping Article to authorize the Select Board to operate Town Government.

ARTICLE 6. ROAD RECONSTRUCTION BORROWING AUTHORITY

To see if the Town will appropriate \$1,000,000 or any other amount, to pay costs of roadway reconstruction, including costs of paving, resurfacing and for the payment of all other costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or to take any other action relative thereto.

Motion: That the sum of \$1,000,000 is appropriated to pay costs of roadway reconstruction, including costs of paving, resurfacing and the payment of all other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Select Board, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, or pursuant to any other vote of the Town heretofore adopted, 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. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

ARTICLE 6 EXPLANATION: Road Work. This article authorizes the Select Board (as Road Commissioners) to bond 1 million dollars for road work. The Town has a backlog of roads that must be reconstructed, milled and over layed. The amount of State Aid known as Chapter 90 Funds and local appropriations has not been enough to reduce the backlog. Action must be taken to remedy the problem and make sufficient progress.

ARTICLE 7. FIRE STATION - BORROWING AUTHORIZATION

To see if the Town will appropriate \$1,100,000 or any other amount, to pay costs of replacing the roof and making masonry repairs at the Southwick Fire Station, and for the payment of all other costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or to take any other action relative thereto.

Motion: That the sum of \$1,100,000 to pay costs of replacing the roof and making masonry repairs at the Southwick Fire Station, and for the payment of all other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Select Board, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, or pursuant to any other vote of the Town heretofore adopted, 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. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

ARTICLE 7 EXPLANATION: This article authorizes \$1.1 million for recommended masonry work and roof replacement at the Southwick Fire State on Depot Street. The replacement arose from a Municipal Building Conditions study authorized by 2018 Town Meeting. The firm of Tighe & Bond conducted the assessment to examine town buildings and make recommendations to prioritize what work should be done and when. This was determined to be the most important project to be undertaken first. All Municipal Buildings are 20 or more years old. Their original bonds are rolling off and will be replaced with prioritized projects.

ARTICLE 8. CONSERVATION COMMISSION – LOCAL WETLAND FILING FEE REVOLVING FUND

To see if the Town will vote to amend Chapter 25 of the Code of the Town of Southwick to establish a new revolving fund entitled Local Wetland Application Revolving Fund in accordance with M.G.L. c. 44, §53E½, or take any other action relative thereto.

MOTION: Moved that the Town Amend Chapter 25 of the Code of the Town of Southwick to establish a new revolving fund entitled Local Wetland Application Revolving Fund in accordance with M.G.L. c. 44, §53E½, or take any other action relative thereto.

Requested by the Conservation Commission

ARTICLE 8 EXPLANATION: This Revolving Fund is needed to place fees received for Wetland Permit Applications into an account for uses related to the managing Conservation Commission purposes and operations.

ARTICLE 9. ANNUAL BUDGET

To see if the Town will vote to fix the compensation of elected officers and town employee salaries where stipulated, provide for a reserve fund, provide a sum of money for Capital Outlay for the following Town Departments: Cable Ch. 15, Computer, Animal Control, Police, Fire, Lake Management, and DPW (various Divisions) and determine the sum of money the Town will raise and appropriate including appropriations from available funds to defray charges and expenses of the Town including debt and interest for the ensuing FY July 1, 2020 to June 30, 2021 or to take any other action relative thereon.

Requested by the Finance Committee

ARTICLE 9 EXPLANATION: Approving the Fiscal Year 2021 Budget will allow for the proper allocation of resources for the continuing operation and welfare of the Town, while providing the fundamental fiduciary responsibilities in our current economy.

ARTICLE 10. DEPARTMENTAL REVOLVING FUND ANNUAL SPENDING LIMIT AUTHORIZATION

To see if the Town will vote to fix the maximum amount that may be spent during fiscal year 2021 beginning on July 1, 2020 for the revolving funds established in Chapter 25 of the Code of the Town of Southwick for certain departments, boards, committees, agencies or officers in accordance with M.G.L. c. 44, §53E1/2, or take any other action relative thereto.

MOTION: Moved that the Town fix the maximum amount that may be spent during fiscal year 2021 beginning on July 1, 2020 for the revolving funds established in Chapter 25 of the Code of the Town of Southwick for certain departments, boards, committees, agencies or officers in accordance with M.G.L. c. 44, §53E1/2 as follows:

Revolving Fund	Department, Board, Committee, Agency or Officer	Limit on Spending
Inspector's Revolving	Inspectors	\$40,000
HAZ-MAT Revolving	Police & Fire	\$40,000
Boat Ramp Revolving	Lake Mgmt	\$50,000

Police Chief Lake Revolving	Police	\$20,000
Local Lake Permitting Revolving	Police & Conservation	\$40,000
Custodial Service Fund	Maintenance Dept.	\$5,000
COA Revolving Fund	COA	\$10,000
COA Classes Revolving Fund	COA	\$10,000
Sidewalk Revolving	DPW	\$80,000
COA House Numbering Program Revolving Fund	COA	\$10,000
Local Wetland Application	Conservation Commission	\$50,000

Requested by the Select Board

ARTICLE 10 EXPLANATION: This article reauthorizes all Revolving Accounts to operate some town government functions for inspections and services. Without it would require funds to come out of taxation. The Municipal Modernization Act was passed in 2016 which provided for a new manner in which revolving funds are regulated and managed.

ARTICLE 11. COMMUNITY PRESERVATION ANNUAL BUDGET

To act on the report of the Community Preservation Committee on the Fiscal Year 2021 Community Preservation Budget and to set up a budgeted reserve for later appropriation of monies from the Community Preservation Fund annual revenues or available funds for the undertaking of Community Preservation Projects and all other necessary and proper expenses for the year. Pursuant to Massachusetts General Laws, Chapter 44B from the estimated FY 2021 Community Preservation Fund, appropriation to be set aside as follows.

MOTION: To see if the town will vote to set up a budgeted reserve from the Community Preservation Fund annual revenues the amounts recommended by the Community Preservation in Fiscal Year 2021 with each item to be considered a separate reserve.

Proposed Fiscal Year 2021 Community preservation Reserves

- ♦ To reserve \$41,166 from FY2021 Community Preservation Fund revenues for Open Space.
- ♦ To reserve \$41,166 from FY2021 Community Preservation Fund revenues for Historic Resources.
- ♦ To reserve \$41,166 from FY2021 Community Preservation Fund revenues for Community Housing.
- ♦ To reserve \$288,162 from FY2021 Community Preservation Fund revenues for Community Preservation General Unreserved Fund.

Reserves

Open Space.....	\$ 41,166
Historic Resources.....	\$ 41,166
Community Housing.....	\$ 41,166
General unreserved.....	\$288,162
Total.....	\$411,660

Estimated FY2021 revenues = State match to be received on Or about 10/15/20 \$ 74,233

+ estimated new surcharge collections for FY2021	<u>\$337,427</u>
Total	<u>\$411,660</u>

State match = FY2020 CPA commitments minus abatements
 Estimated new surcharge collections for FY2021 = FY2020 collections
 10% of estimated FY2021 revenues equal the amount reserved for each CPA purpose, Historical, Open Space and Community Housing, as required by law.
 70% of estimated FY2021 revenues equal the amount reserved for the Community Preservation General Unreserved Fund

Requested by the Community Preservation Committee

ARTICLE 11 EXPLANATION: Annual FY21 budget as required by State Law. Mandatory 10% reserve for Open Space, 10% reserve for Historic, and 10% reserve for Housing, the remainder in General Unreserved Fund that may be spent on any projects eligible for CPA funds.

ARTICLE 12. COMMUNITY PRESERVATION COMMITTEE – ADMINISTRATIVE AND OPERATING EXPENSES

To act on the report of the Community Preservation Committee on the Fiscal Year 2021 Community Preservation Budget and appropriate 5% (\$14,408.00) of the monies from the Community Preservation General Unreserved Fund for the administrative and operating expenses of the Community Preservation Committee, or take any other action relative thereto.

MOTION: To see if the Town will vote to appropriate from the Community Preservation General Unreserved Fund \$14,408.00 as recommended by the Community Preservation Committee.

Requested by the Community Preservation Committee

ARTICLE 12 EXPLANATION: CPC FY2021 Administrative & Operating expenses set aside at 5% as allowed by law.

ARTICLE 13. COMMUNITY PRESERVATION COMMITTEE

To see if the Town will vote to appropriate and transfer the sum of \$64,500.00 from the Community Preservation Historical Fund to the Southwick Cemetery Commission for tree removal, installation of a retaining wall, repair of the vault in the Old Cemetery, and to archive records digitally to be available online. Property is located on Southwick Assessors Map 1111, Parcel 004. Recorded at the Hampden County Registry of Deeds Book 2099, Page 5105, or take any other action relative thereto.

MOTION:

To see if the Town will vote to appropriate and transfer the sum of \$64,500.00 from the Community Preservation Historical Fund to the Southwick Cemetery Commission for tree removal, installation of a retaining wall, repair of the vault in the Old Cemetery, and to archive records digitally to be available online. Property is located on Southwick Assessors Map 1111, Parcel 004. Recorded at the Hampden County Registry of Deeds Book 2099, Page 5105, or take any other action relative thereto.

Requested by the Community Preservation Committee and the Cemetery Commission

Requested by the Community Preservation Committee

ARTICLE 13 EXPLANATION: These funds will help continue efforts to restore the Old Cemetery rehabilitation including tree removal, installation of retaining wall, repair of vault and archive records into a digital format for on-line viewing by citizens. CPC Funds.

ARTICLE 14. COMMUNITY PRESERVATION COMMITTEE – RIGHT TO FARM SIGNAGE

To see if the Town will vote to appropriate and transfer the sum of \$2,500.00 from the Community Preservation Act Open Space Fund to the Southwick Agricultural Commission in order purchase six Right to Farm signs to be installed on major roadways in Southwick in order to promote agriculture and inform travelers of Southwick's Right to Farm status or take any other action relative thereto.

MOTION:

To see if the Town will vote to appropriate and transfer the sum of \$2,500.00 from the Community Preservation Act Open Space Fund to the Southwick Agricultural Commission in order purchase six Right to Farm signs to be installed on major roadways in Southwick in order to promote agriculture and inform travelers of Southwick's Right to Farm status or take any other action relative thereto.

Requested by the Community Preservation Committee and the Southwick Agricultural Commission

ARTICLE 14 EXPLANATION: These funds will help pay for Right to Farm Signage placed at 6 major roadways in Town to promote our agricultural heritage. CPC Funds.

ARTICLE 15. COMMUNITY PRESERVATION COMMITTEE – OLD CEMETERY HEADSTONE RESTORATION

To see if the Town will vote to appropriate and transfer the sum of \$40,000.00 from the Community Preservation Historical Fund to the Friends of Southwick Old Cemetery for Restoration and Preservation of stonework at the parcel known as the Southwick Old Cemetery. Property is located on Southwick Assessors Map 1111, Parcel 004. Recorded at the Hampden County Registry of Deeds Book 2099, Page 5105, or take any other action relative thereto.

MOTION:

To see if the Town will vote to appropriate and transfer the sum of \$40,000.00 from the Community Preservation Historical Fund to the Friends of Southwick Old for Restoration and Preservation of stonework at the parcel known as the Southwick Old Cemetery including repair and restoration of stonework. Property is located on Southwick Assessors Map 1111, Parcel 004. Recorded at the Hampden County Registry of Deeds Book 2099, Page 5105, or take any other action relative thereto.

Requested by the Community Preservation Committee

ARTICLE 15 EXPLANATION: These funds will help continue efforts to preserve and protect headstone markers at the Old Cemetery. It is important to protect them from decades of exposure to weather and preserve our history. CPC Funds.

ARTICLE 16. ALUM TREATMENT DEBT SERVICE

To see if the Town will vote to appropriate the sum of \$70,000.00 from Community Preservation General Unreserved Fund, for the purpose of making the 1st interest and principal payment on the \$600,000.00 bond issued for the Alum Treatment of the Congamond lake.

Requested by Community Preservation Committee & Select Board

Motion: For the Town vote to appropriate the sum of \$70,000.00 from the Community Preservation General Unreserved Fund, for the purpose of making the 1st interest & principal payment on the \$600,000 bond for the Alum Treatment of the Congamond lake.

ARTICLE 16 EXPLANATION: These funds represent the first payout for the Congamond Lake Alum Treatment Debt Service. The treatment was completed in April.

ARTICLE 17. REGIONAL SCHOOL DISTRICT BUDGET

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$11,665,888.00 for the Southwick-Tolland-Granville Regional School District assessment for Fiscal Year 2021 commencing July 1, 2020 and ending on June 30, 2021, or take any other action thereon.

Requested by the Southwick-Tolland-Granville
Regional School District

ARTICLE 17 EXPLANATION: This warrant article requests approval of the assessment from the Southwick Tolland Granville Regional School District for next year's operating budget. The assessment of \$11,665,880.00 represents the town's share of the District's operating and capital costs for the upcoming fiscal year.

ARTICLE 18. REGIONAL SCHOOL DISTRICT – DEBT AUTHORIZATION

To see if the Town of Southwick will vote not to disapprove certain additional debt authorized by the Southwick-Tolland-Granville Regional School Committee under a vote dated April 21, 2020, which reads as follows:

"Voted: approve the authorization to incur debt by the issuance and sale of bonds or notes up to the amount of \$135,000.00 by the purchase of all items specified in the STGRSD FY2021 Capital Improvement Plan, as follows:

Technology	\$75,000.00
• Network infrastructure equipment, including but not limited to storage server(s), and optical network terminals	
Building Improvements	\$20,000.00
• Replace domestic water heaters at Powder Mill School gym area	
Grounds Improvements	\$40,000.00
• Replace main entry concrete at Woodland School	

Requested by the Southwick-Tolland-Granville
Regional School District

ARTICLE 18 EXPLANATION: This warrant article requests approval for \$135,000.00 the borrowing that the District pursues annually to finance capital improvements and acquisitions. An affirmative vote authorizes the District to borrow funds to pay for the projects and equipment identified in the School Committee's vote.

ARTICLE 19. ESTABLISHMENT OF QUARTERLY TAX PAYMENT SYSTEM

To see if the Town will vote to accept the provisions of M.G.L. c. 59, §57C for the purpose of establishing a quarterly tax payment system to be effective beginning on July 1, 2021 (FY22), or take any other action relative thereto.

Requested by the Select Board and the Treasurer/Collector

ARTICLE 19 EXPLANATION: This article grants permission for establishment of Quarterly Tax Payment Systems for real estate tax bills for FY2022. The Town's Treasurer/Collector, outside independent auditor and financial advisor all recommend its adoption to improve cash flow. Currently, Southwick uses a semi-annual fall/spring billing calendar pursuant to Mass DOR Laws which necessitates short-term borrowing instances and potential for cash flow problems to pay expenses until real estate tax payments are received. The overwhelming majority of Town's/Cities in the State use the quarterly tax billing format.

Given under our hands at said Southwick this 28th day of May the year of the Lord Two Thousand and Twenty.

SELECT BOARD

_____, Russell S. Fox, Chairman

_____, Doug Moglin, Vice-Chairman

_____, Joseph J. Deedy, Clerk

HAMPDEN SS.,

Pursuant to the within warrant I have notified and warned the inhabitants of the Town of Southwick by posting up attested copies of the same at three (3) public places in said Town Seven (7) days before the date thereof, as within directed.

Constable or Police Officer of Southwick, MA

A TRUE COPY ATTEST:

Michelle L. Hill, Town Clerk

POSTED: TOWN HALL, POST OFFICE, LIBRARY