

The Town of Hopedale

This is to certify that the Town of Hopedale Select Board has awarded a citation award to

Colonel Matthew G.M. Masnik

For outstanding service while selflessly devoting immeasurable hours of volunteer service to the community, local community organizations and serving our Country. Colonel Masnik's devotion and dedication to the Town of Hopedale, the youth, his family, and his Country reflects great credit upon himself.

September 2021



Board of Selectmen

COST SHARING AGREEMENT

This Cost Sharing Agreement (the “Agreement”) is made and entered into this ____ day of February 2021, by and between the following parties (the “Parties”): the Town of Hopedale, by and through its Board of Selectmen (“Board”) and its Board of Water & Sewer Commissioners (“Commissioners,” together with the Board, the “Town”), Jon Delli Priscoli and Michael Milanoski, Trustees of the One Hundred Forty Realty Trust (the “Trust”), and Grafton and Upton Railroad Company (“G&U”) (the Trust and G&U may be referred to collectively as “GURR”).

WHEREAS, the Board and GURR are parties to a Settlement Agreement dated February ___, 2021, which, among other things:

- a. resolved outstanding claims in:
 - i. Town of Hopedale v. Jon Delli Priscoli, et al, Massachusetts Land Court No. 20MISC00467 (the “Land Court Matter”); and
 - ii. a Petition for Declaratory Order filed by G&U with the federal Surface Transportation Board, Docket No. FD 36464, (the “STB Matter”, together with the Land Court Matter, the “Litigations”);
- b. established an amicable division of property that was the subject of the Litigations, including the partition of 364 West Street into Parcels A, B, C and E as shown on a document entitled Conceptual Lotting Exhibit – January 26, 2021, which is attached hereto as Exhibit 1;
- c. provided for the conveyance of land registered under G.L. c. 61 within Parcel A by quitclaim deed(s) from GURR to the Town, or its designee, reserving to the grantor(s) and their successors a slope, grading, and utility easement in the

general location depicted on Exhibit 1, and further reserving to the grantor(s) a 100-foot wide easement for a bridge to facilitate the stream crossing over the Mill River at the general location depicted on Parcel A in Exhibit 1, and an easement for installation of a water supply well(s) or well fields for the benefit of the grantors and their successors;

- d. acknowledged that G&U will donate the non-Chapter 61 land within Parcel A to the Town, or its designee, as is, including but not limited to with all existing encumbrances;
- e. provided that the Town, in its discretion, may perform any hydrogeological analysis for the purpose of establishing a public drinking water supply well on Parcel A pursuant to 310 CMR 22.00, including, but not limited to, activities to support a Site Screening for Siting a New Public Water Supply and a pumping test pursuant to applicable state regulations (collectively the “Hydrological Analysis”) at any location on Parcel A that is more than 400 feet (or 250 feet for a wellfield) from Parcel E, Parcel C, and Parcel B;
- f. provided that in the event the Hydrological Analysis performed by the Town indicates the feasibility and financial viability of a public water supply well or wellfield, GURR and its successors will work in good faith with the Town to satisfy Massachusetts Department of Environmental Protection (“MassDEP”) drinking water regulations so that a well or well field may be developed; provided however, that nothing herein shall require the Trust, or its successors, to convey any land in Parcel B, Parcel C, or Parcel E to the Town, or its designee, to satisfy GURR’s commitment to work in good faith; and

- g. provided that GURR shall abandon any water supply well(s) or wellfields it may have installed on any of the subject parcel when a public water supply becomes available and operational on Parcel A, and that GURR shall have the right to connect to the public water supply in consideration for its abandonment of its private well.

WHEREAS, both GURR and the Town have an interest in exploring the water resources in Parcel A to determine whether the aquifer will support either a bedrock well or wells, or a well or well field within the groundwater in the shallow overburden in Parcel A;

NOW THEREFORE, the Parties agree as follows:

1. Description of Work: The Parties agree to work cooperatively and collaboratively for their mutual benefit in: (a) performing a Hydrogeological Analysis to assess the viability of a well or wells for water supply from the groundwater located in the shallow overburden in the areas shown as “Potential Aquifer Material” on the Figure prepared by Environmental Partners Group, Inc., attached hereto as Exhibit 2; (b) performing a Hydrogeological Analysis to assess the viability of a well or wells for water supply from bedrock sources in the three areas shown as “Potential Bedrock Well Location” in Exhibit 2; and (c) performing such other work as they mutually agree to undertake to assess the viability of a water supply and/or public drinking water supply on Parcel A (tasks (a), (b), and (c) collectively are referred to as the “Work”).

- a. For the avoidance of doubt, it is expressly acknowledged that the Work subject to this Cost Sharing Agreement is restricted to the Hydrogeological Analysis, and does not include costs associated with the permitting, construction, or operation of any water supply well, including, but not limited to, the costs for any other associated infrastructure for any well. All such costs for the permitting (beyond

the Site Screening and pumping test activity), construction, and operation of a water supply well(s), including any public water supply well(s), shall be borne by the Party deciding to pursue to the permitting, construction, and operation of such water supply well(s). Any Party deciding to pursue the permitting, construction, and operation of a water supply well(s) based on the information generated through the Work shall inform the other Parties in writing of their intent to establish a well or wells, including the precise location and anticipated yield from the well or wells.

- b. In the event the Parties seek to share any costs for the permitting, construction, and operation of a water supply well beyond the scope of the Work, such activity shall be separately negotiated and subject to a separate cost sharing agreement.
2. Cost Share.
- a. “Cost of Work” means the following costs associated with the Work: Joint Contractor (as that term is defined in Paragraph 3.b) fees consistent with the scope and budgets approved under Paragraph 1 and all other direct expenses mutually agreed upon in writing by the Parties. Subject to Paragraph 5 below regarding the Term of the Agreement, the Parties shall pay for the Cost of Work according to the following percentage shares: GURR shall pay 50% and the Commissioners shall pay 50%.
 - b. The Parties agree that the Joint Contractors shall be retained by, and shall be invoiced by, both G&U and the Commissioners for each Party’s respective share of the Cost of Work. Retention of any Joint Contractors shall be in compliance with any applicable state law relating to public contracting.

3. Responsibility for Management Work.
 - a. In furtherance of the Work and the purpose of this Cost Sharing Agreement, the Parties will coordinate their communications with third parties, including Joint Contractors, and to the extent necessary, MassDEP. Each Party shall have the right to be present in all meetings and telephone conferences with MassDEP with respect to matters involving the Work. All work plans, proposals, reports, and other written communication with MassDEP concerning the Work must be mutually approved in writing in advance by both Parties and will be jointly submitted to MassDEP.
 - b. The Parties will jointly select and manage technical consultants, advisors, and contractors, including a licensed professional engineer (collectively “Joint Contractors”), to perform the Work. Each Party will have open access to all Joint Contractors and will have the right to be present in meetings and telephone conferences with Joint Contractors. The Parties may jointly determine to terminate a Joint Contractor at any time and without cause.
 - c. All data, written analysis, reports, or laboratory results performed by or at the direction of a Joint Contractor shall be shared with all Parties.
 - d. Each Party will give the other Parties at least ten (10) days advance notice of any meeting and 20-hour advance notice (at least one business day) of any telephone conference scheduled with MassDEP or a Joint Contractor relating to matters involving the Work. Each Party, however, may contact the Joint Contractors independently regarding routine matters or to obtain information without providing advance notice to the other Party and without seeking to involve the

other Party in the communication, provided that the Parties shall instruct the Joint Contractors that such contacts are not confidential with respect to the other Party and that both Parties are to be involved in all calls involving non-routine matters and matters of strategic importance.

- e. Nothing in Paragraph 3.d. or Paragraph 3.a shall prevent either Party from accepting telephone calls from MassDEP. Each Party shall promptly report to the other Party the substance of any telephone calls or other communications with MassDEP relating to the Work that involve non-routine matters or matters of strategic importance.

4. Unilateral Assessment Work. If either Party unilaterally undertakes assessment activities beyond the scope of the Work, that Party shall be solely responsible for the cost of any such assessment. It is expressly acknowledged that there are Potential Aquifer Material areas show on Exhibit 2 that are located exclusively within Parcel B. Any Hydrological Analysis work performed by GURR on Parcel B is not subject to this Cost Sharing Agreement.

5. Term. This Agreement shall be effective on the date first written above (the “Effective Date”) and shall remain in effect until such time as the Work is completed, unless terminated earlier as provided herein. The Agreement may be extended only by written agreement of the Parties.

6. Termination. Any Party may terminate this Agreement upon thirty (30) days written notice to the other Parties. The terminating Party shall remain responsible for all of that Party’s share of the Cost of Work incurred through the effective date of the termination. The Agreement may also be terminated for breach pursuant to the terms of Paragraph 8.

7. Internal Costs. Each Party shall be fully responsible for its own internal costs, including but not limited to legal and consulting fees or the internal costs of the Hopedale Water Department, in implementing this Agreement. Such costs shall not be subject to the cost sharing outlined in Paragraph 2.

8. Breach. The Parties agree that in the event of a breach of this Agreement by any Party, the Parties shall attempt in good faith to resolve the dispute through a dialogue between responsible representatives of the Parties. If the Parties are unable to resolve any such dispute during the two-week period immediately following commencement of the discussion, then, at the written request of any Party, the Parties shall attempt to settle the dispute by non-binding mediation under the procedures of REBA Dispute Resolution, Inc. The neutral in any such proceeding shall be selected by and agreed to by both Parties, shall be an expert in the particular matter, and shall be available to serve on short notice. All statements of any nature made in connection with the non-binding mediation shall be privileged and shall be inadmissible in any subsequent court or other legal proceeding involving or relating to the same claim. The mediation process shall continue until the first to occur of: (a) resolution of the dispute; (b) the forty-fifth (45th) day after the Parties agree on the identity of the neutral for such mediation; or (c) a determination by the neutral that resolution is not reasonably possible in a mediation proceeding. The costs of the neutral shall be borne by the Parties jointly on an equal basis. The Parties shall pay their own attorneys' fees, consultant fees, and other costs of mediation. If at the end of the mediation process the Parties fail to resolve the dispute, the Party or Parties claiming breach shall have the right to take any action, in law or equity, available to such Party, including, but not limited to, bringing suit in the Massachusetts Superior Court or other court of competent jurisdiction for injunctive or other relief.

9. Successors and Assigns. This Agreement shall be binding upon the successors and assigns of the Parties. No assignment or delegation to make any payment or reimbursement hereunder will release the assigning Party without prior written consent of the other Parties hereto, which approval shall not be unreasonably withheld.

10. Waiver. The failure of any Party to enforce at any time or for any period of time any of the provision of this Agreement will not be construed to be a waiver of such provisions or of its right thereafter to enforce such provisions and each and every provision thereafter. Termination of this Agreement does not affect the accrued rights and remedies a Party may have prior to such termination.

11. Entire Agreement. This Agreement constitutes the entire agreement with respect to the subject matter addressed herein and supersedes any prior written and/or verbal agreements between the Parties.

12. Third Parties. This Agreement is not intended for the benefit of any third party and is not enforceable by any third party, including, but not limited to, federal and state regulatory authorities.

13. Severability. The provisions of this Agreement are severable and should any provision be deemed for any reason to be unenforceable the remaining provisions shall nonetheless be of full force and effect; provided however, that should any provision be deemed unenforceable by a court of competent jurisdiction, the parties shall negotiate in good faith to cure any such defect(s) in the subject provision(s).

14. Amendments: This Agreement may not be orally modified. This Agreement may only be modified or amended in a writing signed by all of the Parties.

15. Headings. All headings and captions in this Agreement are for convenience only and shall not be interpreted to enlarge or restrict the provisions of the Agreement.

16. Execution in Counterparts; Execution by Facsimile or PDF. This Agreement may be executed in counterparts and all such counterparts when so executed shall together constitute the final Agreement as if one document had been signed by all of the Parties. The Parties agree that facsimile or Portable Document Format (“PDF”) signatures shall have the same binding force as original signatures, again as if all Parties had executed a single original document.

17. Applicable Law. This Agreement shall be construed and interpreted in accordance with the laws of the Commonwealth of Massachusetts. This Agreement shall not be construed against any of the Parties, including the drafter thereof, but shall be given a reasonable interpretation under the circumstances. Nothing in this Agreement shall abrogate the application of any applicable federal or state law, including, but not limited to, the Clean Water Act and the Safe Drinking Water Act, to the extent applicable.

18. Notice. All notices and other communications provided for herein shall be in writing and shall be delivered by hand or overnight courier service, electronic mail with proof of receipt, facsimile, or mailed by certified or registered mail, to the respective addresses as follows:

To the Trust:

One Hundred Forty Realty Trust
c/o Michael Milanoski, Trustee
Grafton & Upton Railroad Company
P.O. Box 952
Carver, MA 02330
mmilanoski@firstcolonydev.com

With a copy to:

Donald C. Keavany, Esq.
Christopher Hays Wojcik &
Mavricos, LLP
370 Main Street, Suite 970
Worcester, MA 01608
dkeavany@chwmlaw.com

To G&U:

Michael Milanoski, President
Grafton & Upton Railroad Company
P.O. Box 952
Carver, MA 02330
mmilanoski@firstcolonydev.com

To the Board of Selectmen:

Brian R. Keyes, Chair
Board of Selectmen
78 Hopedale Street
P.O. Box 7
Hopedale, MA 01747
bkeyes@hopedale-ma.gov

To the Board of Water & Sewer Commissioners:

Edward J. Burt, Chair
Hopedale Board of Water & Sewer
Commissioners
78 Hopedale Street
P.O. Box 7
Hopedale, MA 01747
eburt.hd@gmail.com

With a copy to:

Donald C. Keavany, Esq.
Christopher Hays Wojcik &
Mavricos, LLP
370 Main Street, Suite 970
Worcester, MA 01608
dkeavany@chwmlaw.com

With a copy to:

Diana Schindler
Town Administrator
Town of Hopedale
78 Hopedale Street
P.O. Box 7
Hopedale, MA 01747
dschindler@hopedale-ma.gov

With a copy to:

Tim Watson, Manager
Town of Hopedale Water &
Sewer Department
78 Hopedale Street
P.O. Box 7
Hopedale, MA 01747
twatson@hopedale-ma.gov

[signatures on following page]

IN WITNESS WHEREOF, the Parties have executed or have caused their proper representatives to duly execute this Agreement as of the Effective Date first written above.

TOWN OF HOPEDALE

By its Board of Selectmen

By  _____
Brian Keyes

By  _____
Louis Arcudi

By _____
Glenda Hazard

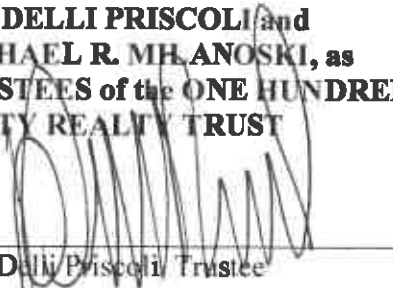
By its Board of Water & Sewer Commissioners

By _____
Ed Burt

By _____
James Morin

By _____

**JON DELLI PRISCOLI and
MICHAEL R. MILANOSKI, as
TRUSTEES of the ONE HUNDRED
FORTY REALTY TRUST**

By  _____
Jon Delli Priscoli, Trustee

By  _____
Michael Milanoski, Trustee

**GRAFTON & UPTON RAILROAD
COMPANY**

By  _____
Michael Milanoski, President

EXHIBIT

A

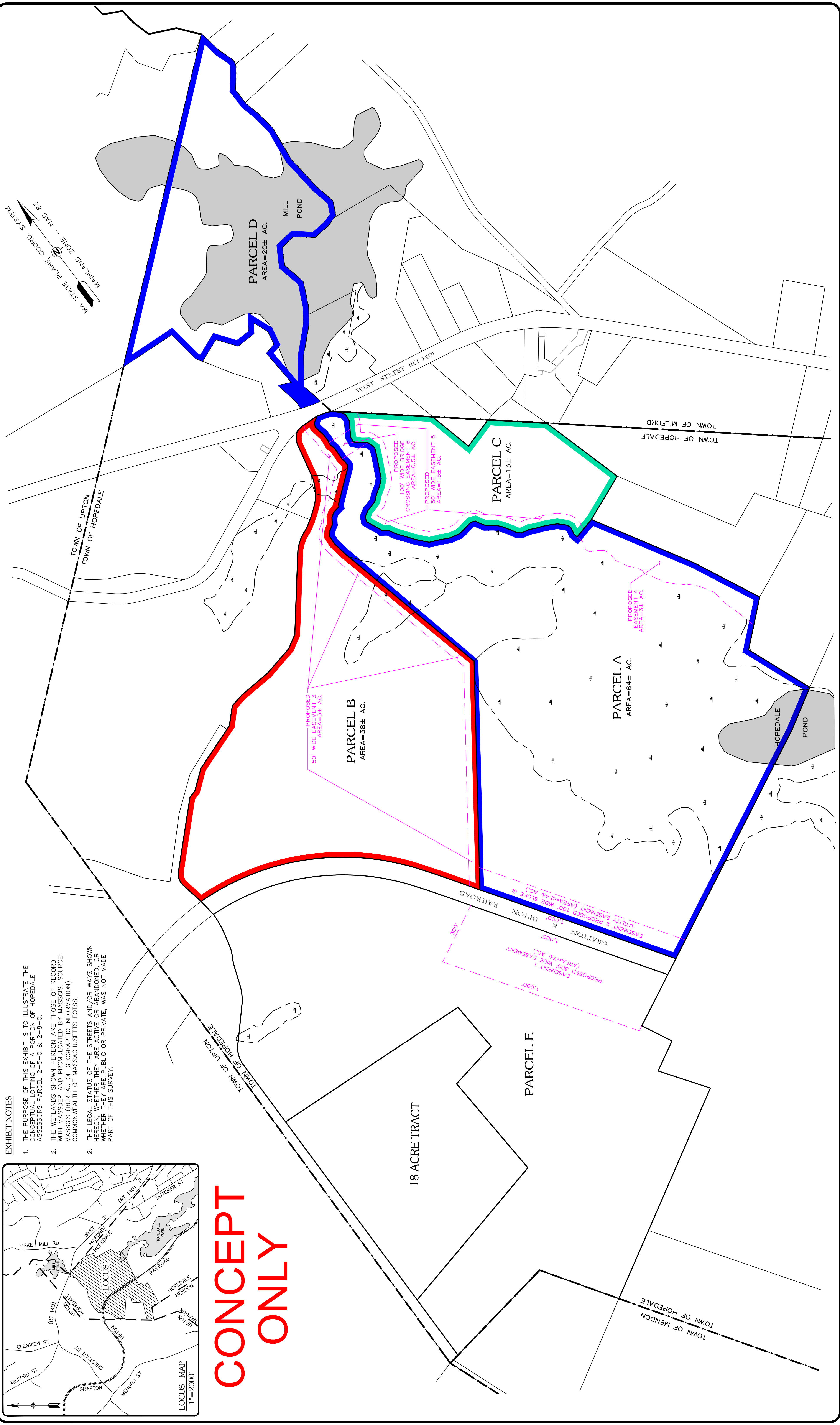
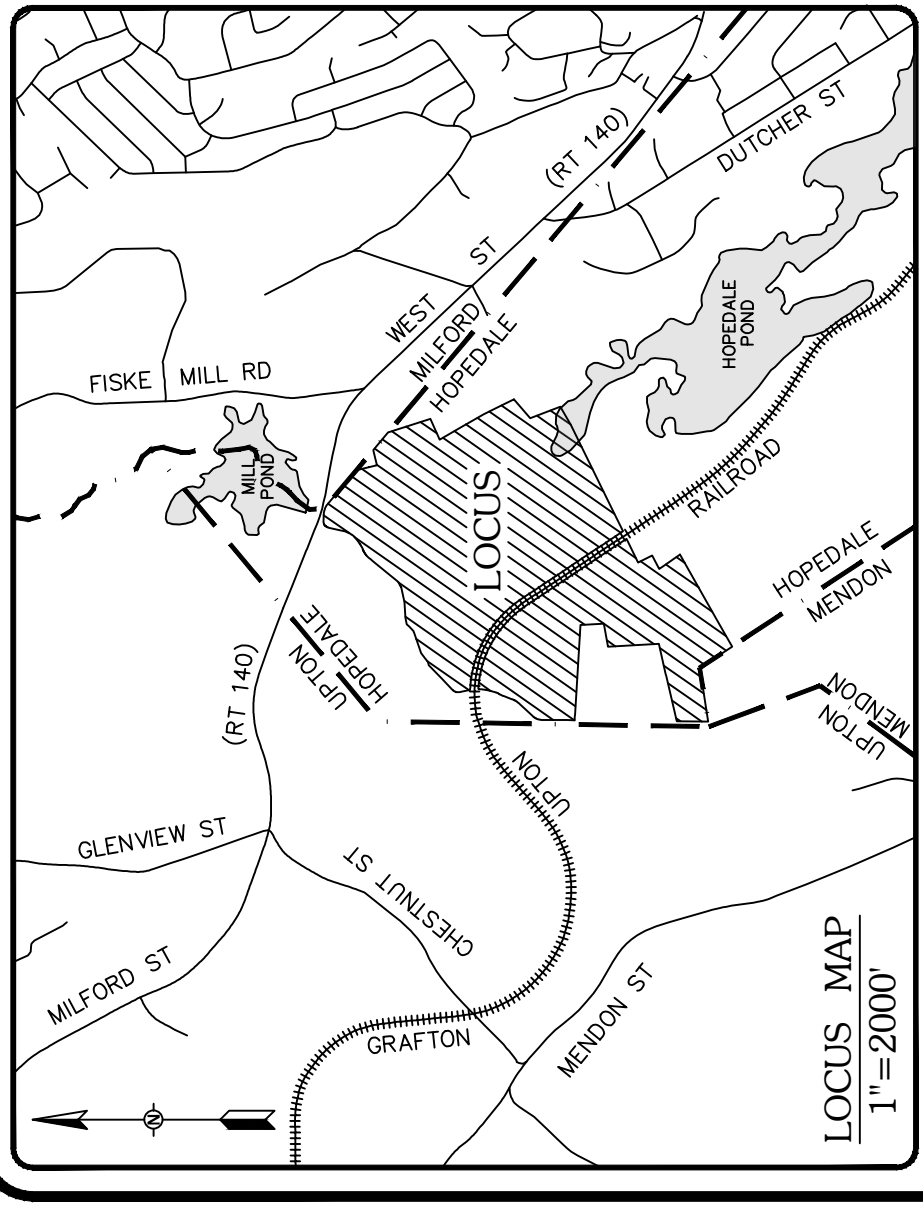


EXHIBIT NOTES

1. THE PURPOSE OF THIS EXHIBIT IS TO ILLUSTRATE THE CONCEPTUAL LOTTING OF A PORTION OF HOPEDALE ASSESSORS PARCEL 2-5-0 & 2-8-0.
2. THE WETLANDS SHOWN HEREON ARE THOSE OF RECORD WITH MASSDEP AND PROMULGATED BY MASSGIS. SOURCE: MASSGIS (BUREAU OF GEOGRAPHIC INFORMATION), COMMONWEALTH OF MASSACHUSETTS EOTSS.
2. THE LEGAL STATUS OF THE STREETS AND/OR WAYS SHOWN HEREON, WHETHER THEY ARE ACTIVE OR ABANDONED, OR WHETHER THEY ARE PUBLIC OR PRIVATE, WAS NOT MADE PART OF THIS SURVEY.



CONCEPT ONLY

<p>DATE: JANUARY 26, 2021</p> <p>1 OF 1</p> <p>EDC PROJECT NUMBER 3659</p>	<p>TITLE: CONCEPTUAL LAND DIVISION EXHIBIT</p> <p>PREPARED FOR: Grafton & Upton Railroad Company 42 Westboro Road North Grafton, Massachusetts 01536</p>						
<p>PROJECT: GRAFTON & UPTON RAILROAD</p> <p>364 WEST STREET (WORCESTER COUNTY) HOPEDALE, MASSACHUSETTS</p>	<p>PREPARED BY: EDC Engineering Design Consultants, Inc. 32 Turnpike Road Southborough, Massachusetts (508) 480-0225</p>						
<p>REVISIONS:</p> <table border="1"> <tr> <th>REV #</th> <th>DATE</th> <th>DESCRIPTION</th> </tr> <tr> <td>0</td> <td>1/26/21</td> <td>ISSUED FOR AGREEMENT</td> </tr> </table>	REV #	DATE	DESCRIPTION	0	1/26/21	ISSUED FOR AGREEMENT	<p>Graphic Scale 1 inch = 200 feet</p>
REV #	DATE	DESCRIPTION					
0	1/26/21	ISSUED FOR AGREEMENT					
<p>DRWN BY: ZRB</p> <p>CHK'D BY: FSB</p> <p>APRVD BY: WWL</p>	<p>1/26/21</p>						

EXHIBIT

B

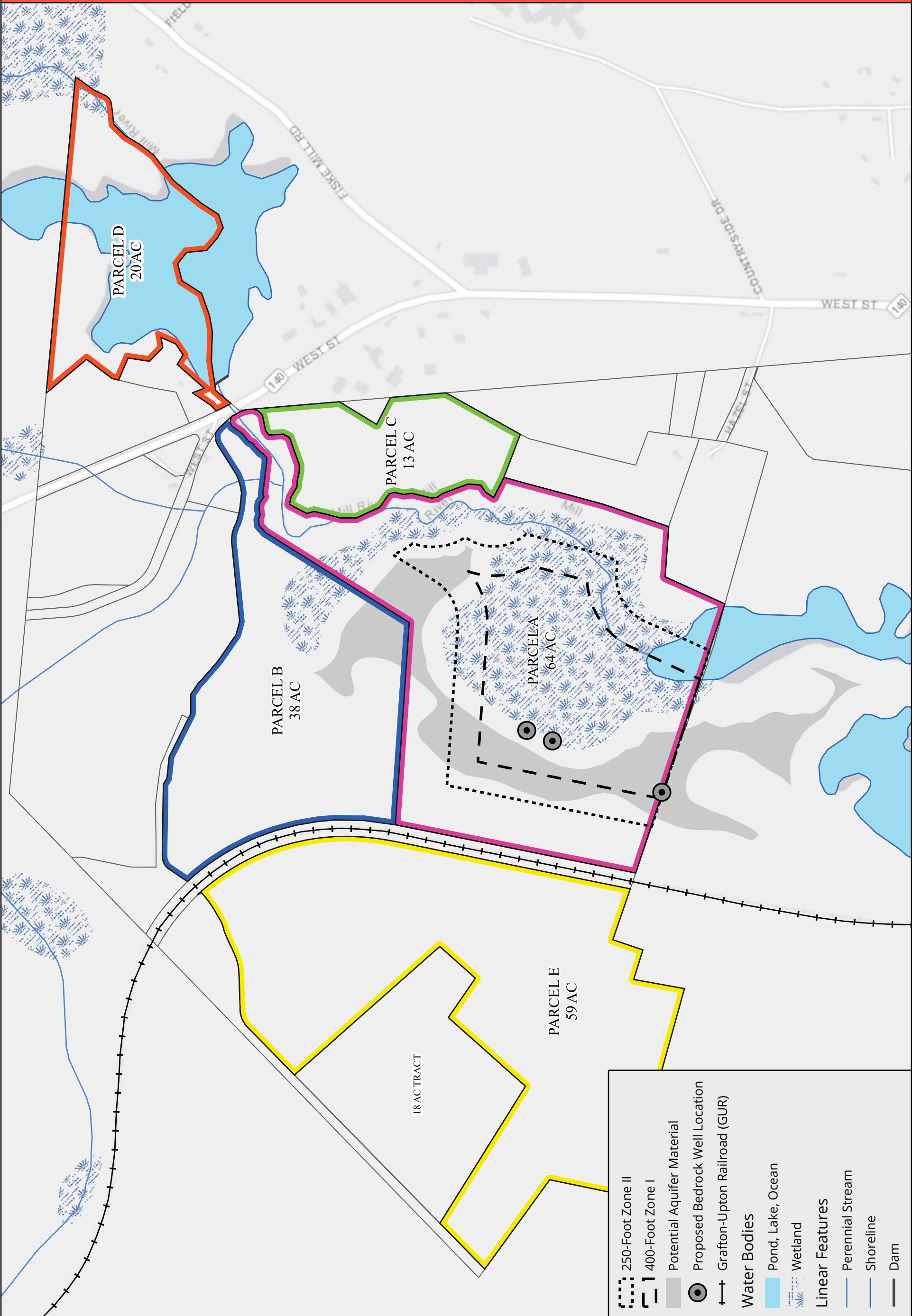


Zone I for a Wellfield and a Single Well

Hopdale, Massachusetts



ENVIRONMENTAL PARTNERS



	250-Foot Zone II
	400-Foot Zone I
	Potential Aquifer Material
	Proposed Bedrock Well Location
	Grafton-Upton Railroad (GUR)
Water Bodies	
	Pond, Lake, Ocean
	Wetland
Linear Features	
	Perennial Stream
	Shoreline
	Dam

TOWN OF HOPEDALE, MASSACHUSETTS

**REPORT ON EXAMINATION OF
BASIC FINANCIAL STATEMENTS**

JUNE 30, 2020

**TOWN OF HOPEDALE, MASSACHUSETTS
 REPORT ON EXAMINATION OF
 BASIC FINANCIAL STATEMENTS
 JUNE 30, 2020**

TABLE OF CONTENTS

	<u>PAGE</u>
Independent Auditor’s Report	1 - 2
Management’s Discussion and Analysis	3 – 8
Basic Financial Statements	
Statement of Net Position	9
Statement of Activities	10 – 11
Governmental Funds – Balance Sheet	12
Governmental Funds – Statement of Revenues, Expenditures, and Changes in Fund Balances	13
Reconciliation of the Governmental Funds Balance Sheet Total Fund Balances to the Statement of Net Position	14
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities	15
General Fund – Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual	16
Proprietary Funds - Statement of Net Position	17
Proprietary Funds – Statement of Revenues, Expenses, and Changes in Net Position	18
Proprietary Funds – Statement of Cash Flows	19
Fiduciary Fund – Statement of Fiduciary Net Position	20
Notes to Basic Financial Statements	21 – 67
Required Supplementary Information:	
Worcester Regional Retirement System Schedules:	
Schedule of Town’s Proportionate Share of the Net Pension Liability	68
Schedule of Town’s Contribution	69

**TOWN OF HOPEDALE, MASSACHUSETTS
REPORT ON EXAMINATION OF
BASIC FINANCIAL STATEMENTS
JUNE 30, 2020**

TABLE OF CONTENTS	<u>PAGE</u>
Massachusetts Teachers Retirement System Schedule:	
Schedule of the Commonwealth's Collective amounts of the Net Pension Liability	70
Other Postemployment Benefit Plan Schedules:	
Schedule of the Town's Net OPEB Liability and Related Ratios	71
Schedule of the Town's Contribution	72
Notes to Required Supplementary Information	73

ROBERT E. BROWN II
CERTIFIED PUBLIC ACCOUNTANT
25 CEMETERY STREET – P.O. BOX 230
Mendon, Massachusetts 01756

Phone: (508) 478-3941

Fax: (508) 478-1779

INDEPENDENT AUDITOR'S REPORT

To the Honorable Board of Selectmen
Town of Hopedale, Massachusetts

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Hopedale, Massachusetts, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Hopedale, Massachusetts, as of June 30, 2020, and the respective changes in financial position and, where applicable, cash flows thereof and the respective budgetary comparison for the general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, and Worcester Regional Retirement System schedules - Town's proportionate share of the net pension liability, and Town's contribution, Massachusetts Teachers Retirement System's schedule of the Commonwealth's Collective amounts of the Net Pension Liability, Other Post-Employment Benefit schedules - Town's Net OPEB Liability and Related Ratios, and Town's contribution, and notes to required supplementary information on pages 3 – 8, 68 – 69, 70, 71 – 72 and 73 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



Certified Public Accountant

August 26, 2021

Management's Discussion and Analysis

As management of the Town of Hopedale (the "Town"), we offer readers of these basic financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2020. The financial statements have been prepared under the Governmental Accounting Standards Board Statement Number 34 – Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments. We encourage readers to consider the information presented in this report.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Town's basic financial statements. These basic financial statements comprise of three components:

1. Government-Wide Financial Statements
2. Fund Financial Statements
3. Notes to the Basic Financial Statements

Government-Wide Financial Statements – The government-wide financial statements are designed to provide readers with a broad overview of finances, in a manner similar to private-sector business.

The *statement of net position* presents information on all assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position is improving or deteriorating.

The *statement of activities* presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods, (e.g., uncollected taxes and earned but unused vacation/sick leave).

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees or charges (*business-type activities*). The governmental activities include general government, public safety, education, public works, human services, culture and recreation, employee benefits, interest and state and county charges. The business type activities include costs relating to water and sewer activities.

Fund Financial Statements – A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into three categories: governmental funds, proprietary funds and fiduciary fund.

Governmental Funds – Governmental funds are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental funds financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Town of Hopedale adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

Proprietary Funds – *Enterprise funds* are used to report the same functions presented as business-type activities in the government-wide financial statements. The Town has two enterprise funds:

- *Water Enterprise Fund* accounts for the water activity of the Town.
- *Sewer Enterprise Fund* accounts for the sewer activity of the Town.

Fiduciary Funds – Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statement because the resources of those funds are **not** available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

Notes to the basic financial statements – The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Government-wide Financial Analysis:

The tables on the following pages summarize key financial components of the Town's financial statements.

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. Liabilities exceed assets by \$17,382,659 at the close of fiscal year 2020.

The largest component of the Town's net position is its *investment in capital assets* (e.g., land, buildings, machinery, and equipment, less any related outstanding debt used to acquire those assets), is \$34,149,887 or 197% of total net position. The Town uses these capital assets to provide services to citizens; consequently, these assets **are not** available for future spending. Although the investment in its capital assets is reported net of its related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the restricted net position totaling \$3,352,238 or 19% represents resources that are subject to external restrictions on how they may be used. The remaining balance of *unrestricted net position* totals a negative balance of \$(54,884,784) or (316)%.

Comparative Net Position

	Governmental Activities		Business-type Activities		Total Primary Government	
	<u>FY 2020</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2019</u>
Assets:						
Current assets	\$ 8,652,177	\$ 8,297,107	\$ 1,663,290	\$ 587,672	\$ 10,315,467	\$ 8,884,779
Noncurrent assets (excluding capital)	-	-	32,206	47,750	32,206	47,750
Capital assets	<u>27,791,724</u>	<u>27,960,743</u>	<u>17,740,751</u>	<u>17,923,157</u>	<u>45,532,475</u>	<u>45,883,900</u>
Total assets	<u>36,443,901</u>	<u>36,257,850</u>	<u>19,436,247</u>	<u>18,558,579</u>	<u>55,880,148</u>	<u>54,816,429</u>
Deferred Outflows of Resources:	<u>5,205,667</u>	<u>6,898,247</u>	<u>137,291</u>	<u>179,572</u>	<u>5,342,958</u>	<u>7,077,819</u>
Liabilities:						
Current liabilities (excluding debt)	1,830,329	1,651,272	261,149	636,645	2,091,478	2,287,917
Noncurrent liabilities (excluding debt)	59,452,239	58,096,150	1,670,392	1,608,853	61,122,631	59,705,003
Current debt	839,037	3,890,806	570,917	4,452,030	1,409,954	8,342,836
Noncurrent debt	<u>2,691,918</u>	<u>499,144</u>	<u>9,036,884</u>	<u>4,270,483</u>	<u>11,728,802</u>	<u>4,769,627</u>
Total liabilities	<u>64,813,523</u>	<u>64,137,372</u>	<u>11,539,342</u>	<u>10,968,011</u>	<u>76,352,865</u>	<u>75,105,383</u>
Deferred Inflows of Resources:	<u>2,105,371</u>	<u>2,149,556</u>	<u>147,529</u>	<u>55,694</u>	<u>2,252,900</u>	<u>2,205,250</u>
Net Position:						
Net Investment in capital assets	25,044,502	23,570,793	9,105,385	9,200,644	34,149,887	32,771,437
Restricted	3,352,238	1,031,684	-	-	3,352,238	1,031,684
Unrestricted	<u>(53,666,066)</u>	<u>(47,733,308)</u>	<u>(1,218,718)</u>	<u>(1,486,198)</u>	<u>(54,884,784)</u>	<u>(49,219,506)</u>
Total net position	<u>\$ (25,269,326)</u>	<u>\$ (23,130,831)</u>	<u>\$ 7,886,667</u>	<u>\$ 7,714,446</u>	<u>\$ (17,382,659)</u>	<u>\$ (15,416,385)</u>

At the end of the current fiscal year, the Town is able to report positive balances in almost all categories of net position for the government as a whole.

The governmental activities net position decreased by \$2,138,495. \$1.8 million of the decrease is attributable to the increase in the OPEB liability. In addition, the results of general fund operations utilized a drawing down of prior year reserves to balance current operations.

There was an increase of \$172,221 in net position reported in connection with the water and sewer business-type activities.

Comparative Changes in Net Position

	Governmental Activities		Business-type Activities		Total Primary Government	
	<u>FY 2020</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2019</u>
Revenues						
<i>Program Revenues:</i>						
Charges for services	\$ 1,468,168	\$ 1,929,073	\$ 2,689,136	\$ 2,188,167	\$ 4,157,304	\$ 4,117,240
Operating grants and contributions	12,511,291	10,897,537	3,085	4,326	12,514,376	10,901,863
Capital grants and contributions	1,013,811	694,776	4,465	-	1,018,276	694,776
<i>General Revenues:</i>						
Real Estate and personal property taxes	15,309,229	13,809,741	-	-	15,309,229	13,809,741
Tax Liens	224,229	170,811	-	-	224,229	170,811
Motor vehicle excise taxes	896,734	900,134	-	-	896,734	900,134
Penalties and interest on taxes	161,886	198,710	-	-	161,886	198,710
Payments in lieu of taxes	56,769	54,874	-	-	56,769	54,874
Nonrestricted grants and contributions	786,809	789,173	-	-	786,809	789,173
Unrestricted investment income	55,617	89,557	-	-	55,617	89,557
Other revenues	<u>77,727</u>	<u>18,624</u>	<u>-</u>	<u>-</u>	<u>77,727</u>	<u>18,624</u>
Total Revenues	<u>32,562,270</u>	<u>29,553,010</u>	<u>2,696,686</u>	<u>2,192,493</u>	<u>35,258,956</u>	<u>31,745,503</u>
Expenses:						
General Government	1,110,376	1,071,248	-	-	1,110,376	1,071,248
Public Safety	3,126,095	3,201,903	-	-	3,126,095	3,201,903
Education	16,765,605	16,502,466	-	-	16,765,605	16,502,466
Public Works	1,197,845	1,225,733	-	-	1,197,845	1,225,733
Human Services	730,841	711,843	-	-	730,841	711,843
Culture and Recreation	471,411	403,342	-	-	471,411	403,342
Employee Benefits	10,875,207	7,757,103	-	-	10,875,207	7,757,103
State and County Assessments	515,447	407,440	-	-	515,447	407,440
Interest	125,582	73,287	-	-	125,582	73,287
Water	-	-	1,156,887	1,125,506	1,156,887	1,125,506
Sewer	-	-	1,149,934	966,564	1,149,934	966,564
Total Expenses	<u>34,918,409</u>	<u>31,354,365</u>	<u>2,306,821</u>	<u>2,092,070</u>	<u>37,225,230</u>	<u>33,446,435</u>
Increase (decrease) in net position before transfers	(2,356,139)	(1,801,355)	389,865	100,423	(1,966,274)	(1,700,932)
Transfers	<u>217,644</u>	<u>-</u>	<u>(217,644)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Prior Period Adjustment - OPEB	<u>-</u>	<u>(6,718,523)</u>	<u>-</u>	<u>(161,614)</u>	<u>-</u>	<u>(6,880,137)</u>
Change in Net Position	<u>(2,138,495)</u>	<u>(8,519,878)</u>	<u>172,221</u>	<u>(61,191)</u>	<u>(1,966,274)</u>	<u>(8,581,069)</u>
Net Position - beginning	<u>(23,130,831)</u>	<u>(14,610,953)</u>	<u>7,714,446</u>	<u>7,775,637</u>	<u>(15,416,385)</u>	<u>(6,835,316)</u>
Net Position - ending	<u>\$ (25,269,326)</u>	<u>\$ (23,130,831)</u>	<u>\$ 7,886,667</u>	<u>\$ 7,714,446</u>	<u>\$ (17,382,659)</u>	<u>\$ (15,416,385)</u>

Financial analysis of the Government's Funds

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds – The focus of *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of \$5,324,728 which represents an increase of \$2,247,674 in comparison with the prior year. The increase is attributable to the positive results in the general fund and positive results in town road construction and nonmajor governmental funds.

The general fund is the chief operating fund. At the end of the current fiscal year, unassigned fund balance of the general fund was \$2,005,492 while total fund balance reached \$2,866,648. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance 7% of total general fund expenditures, while total fund balance represents 10% of that same amount.

The fund balance of the general fund has increased by \$364,830. This result is attributed to revenue coming in over budget.

General Fund Budget Highlights

There were no changes between the original and final budgeted revenues of the Town. Overall, the Town's general fund revenue was \$287,867 greater than budgeted. Overall, actual Town general fund expenditures were \$777,097 less than budgeted.

Capital Asset and Debt Administration

In conjunction with the operating budget, the Town annually prepares capital budgets for the upcoming fiscal year.

The Town's investment in capital assets for governmental and business-type activities, as summarized below, as of June 30, 2020, amounts to \$45,532,475 net of accumulated depreciation. The investment in capital assets includes land, buildings, furniture and fixtures, vehicles, infrastructure, and construction in progress.

The governmental activities capital assets (net of accumulated depreciation) decreased by \$169,019 during the current fiscal year, while the business-type activities capital assets (net of accumulated depreciation) increased by \$69,048 resulting in a total government-wide decrease to capital assets (net of accumulated depreciation) of \$99,971.

**Capital Assets
(Net of Depreciation)**

	Governmental Activities		Business-type Activities		Total Primary Government	
	FY 2020	FY 2019	FY 2020	FY 2019	FY 2020	FY 2019
Land	\$ 3,986,749	\$ 3,986,749	\$ 406,161	\$ 406,161	\$ 4,392,910	\$ 4,392,910
Buildings	13,632,056	14,317,797	-	-	13,632,056	14,317,797
Furniture and Fixtures	388,540	454,881	192,279	205,507	580,819	660,388
Vehicles	1,179,260	857,075	64,394	80,383	1,243,654	937,458
Infrastructure	8,572,908	8,249,688	11,586,331	12,082,674	20,159,239	20,332,362
Construction in Progress	32,211	94,553	5,491,586	5,148,432	5,523,797	5,242,985
Total Capital Assets	\$ 27,791,724	\$ 27,960,743	\$ 17,740,751	\$ 17,923,157	\$ 45,532,475	\$ 45,883,900

The Town’s debt burden is reasonable in relation to other communities its size. Outstanding governmental activities long-term debt, as of June 30, 2020, totaled \$2,829,144. The governmental activities’ debt consists of the following:

Education	\$ 2,450,000
Public Safety	250,000
Public Works	129,144

The water enterprise fund has \$3,505,483 in debt and the sewer enterprise fund has \$6,102,318 in debt that is fully supported by the respective utility rates and does not rely on a general fund subsidy.

Please refer to **Notes 5 and 9** for further discussion of the major capital and debt activity.

Economic Factors and Next Year’s Budget and Rates

- New property growth was \$189,588 in FY 2021.
- Town meeting authorized to borrow \$1,482,693 in FY2021.

Request for Information

This financial report is designed to provide a general overview of the Town of Hopedale’s finances for all those with an interest in the government’s finances. Questions concerning any of the information provided in this report or request for additional financial information should be addressed to the Town Accountant, Town of Hopedale, P.O. Box 7, Hopedale, MA. 01747.

**TOWN OF HOPEDALE, MASSACHUSETTS
STATEMENT OF NET POSITION
JUNE 30, 2020**

	PRIMARY GOVERNMENT		
	GOVERNMENTAL ACTIVITIES	BUSINESS-TYPE ACTIVITIES	TOTAL
<u>ASSETS</u>			
CURRENT:			
CASH AND SHORT-TERM INVESTMENTS	\$ 5,529,566	\$ 624,488	\$ 6,154,054
INVESTMENTS	1,703,428	-	1,703,428
RECEIVABLES, NET OF ALLOWANCE FOR UNCOLLECTIBLES:			
REAL ESTATE AND PERSONAL PROPERTY TAXES	319,439	-	319,439
TAX LIENS	731,914	-	731,914
MOTOR VEHICLE EXCISE TAXES	88,810	-	88,810
USER FEES	-	490,842	490,842
DEPARTMENTAL AND OTHER	114,924	-	114,924
INTERGOVERNMENTAL	128,598	547,960	676,558
DUE FROM OTHER FUNDS	35,498	-	35,498
NONCURRENT:			
RECEIVABLES, NET OF ALLOWANCE FOR UNCOLLECTIBLES:			
INTERGOVERNMENTAL	-	32,206	32,206
CAPITAL ASSETS, NET OF ACCUMULATED DEPRECIATION	27,791,724	17,740,751	45,532,475
TOTAL ASSETS	36,443,901	19,436,247	55,880,148
DEFERRED OUTFLOWS OF RESOURCES			
RELATED TO PENSIONS	1,182,007	36,556	1,218,563
RELATED TO POSTEMPLOYMENT BENEFITS	4,023,660	100,735	4,124,395
TOTAL DEFERRED OUTFLOWS OF RESOURCES	5,205,667	137,291	5,342,958
<u>LIABILITIES</u>			
CURRENT:			
ACCOUNTS PAYABLE	1,672,456	178,045	1,850,501
ACCRUED INTEREST	19,899	58,686	78,585
OTHER LIABILITIES	41,150	-	41,150
CAPITAL LEASE OBLIGATIONS	45,110	-	45,110
COMPENSATED ABSENCES	51,714	24,418	76,132
BONDS AND NOTES PAYABLE	839,037	570,917	1,409,954
NONCURRENT:			
CAPITAL LEASE OBLIGATIONS	47,635	-	47,635
COMPENSATED ABSENCES	725,362	118,790	844,152
POSTEMPLOYMENT BENEFITS	44,672,854	1,118,414	45,791,268
NET PENSION LIABILITY	14,006,388	433,188	14,439,576
BONDS AND NOTES PAYABLE	2,691,918	9,036,884	11,728,802
TOTAL LIABILITIES	64,813,523	11,539,342	76,352,865
DEFERRED INFLOWS OF RESOURCES			
DEFERRED AMOUNT ON REFUNDING	-	90,000	90,000
RELATED TO PENSIONS	818,129	25,302	843,431
RELATED TO POSTEMPLOYMENT BENEFITS	1,287,242	32,227	1,319,469
TOTAL DEFERRED INFLOWS OF RESOURCES	2,105,371	147,529	2,252,900
<u>NET POSITION</u>			
NET INVESTMENT IN CAPITAL ASSETS	25,044,502	9,105,385	34,149,887
RESTRICTED FOR:			
PERMANENT FUNDS:			
EXPENDABLE	22,741	-	22,741
NONEXPENDABLE	57,763	-	57,763
OTHER PURPOSES	3,271,734	-	3,271,734
UNRESTRICTED	(53,666,066)	(1,218,718)	(54,884,784)
TOTAL NET POSITION	\$ (25,269,326)	\$ 7,886,667	\$ (17,382,659)

See accompanying notes to the basic financial statements

**TOWN OF HOPEDALE, MASSACHUSETTS
STATEMENT OF ACTIVITIES
FISCAL YEAR ENDED JUNE 30, 2020**

FUNCTIONS/PROGRAMS	EXPENSES	PROGRAM REVENUES			NET (EXPENSE) REVENUE
		CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	CAPITAL GRANTS AND CONTRIBUTIONS	
PRIMARY GOVERNMENT:					
GOVERNMENTAL ACTIVITIES:					
GENERAL GOVERNMENT	\$ 1,110,376	\$ 59,747	\$ 54,052	\$ -	\$ (996,577)
PUBLIC SAFETY	3,126,095	484,054	477,252	-	(2,164,789)
EDUCATION	16,765,605	888,977	8,221,078	772,236	(6,883,314)
PUBLIC WORKS	1,197,845	6,625	-	241,575	(949,645)
HUMAN SERVICES	730,841	14,247	56,302	-	(660,292)
CULTURE & RECREATION	471,411	14,518	42,363	-	(414,530)
EMPLOYEE BENEFITS	10,875,207	-	3,660,244	-	(7,214,963)
STATE & COUNTY ASSESSMENTS	515,447	-	-	-	(515,447)
INTEREST	125,582	-	-	-	(125,582)
TOTAL GOVERNMENTAL ACTIVITIES	34,918,409	1,468,168	12,511,291	1,013,811	(19,925,139)
BUSINESS-TYPE ACTIVITIES:					
WATER	1,156,887	1,265,245	1,543	4,465	114,366
SEWER	1,149,934	1,423,891	1,542	-	275,499
TOTAL BUSINESS-TYPE ACTIVITIES	2,306,821	2,689,136	3,085	4,465	389,865
TOTAL PRIMARY GOVERNMENT	\$ 37,225,230	\$ 4,157,304	\$ 12,514,376	\$ 1,018,276	\$ (19,535,274)

See accompanying notes to the basic financial statements

(continued)

**TOWN OF HOPEDALE, MASSACHUSETTS
STATEMENT OF ACTIVITIES
FISCAL YEAR ENDED JUNE 30, 2020**

	PRIMARY GOVERNMENT		
	GOVERNMENTAL ACTIVITIES	BUSINESS-TYPE ACTIVITIES	TOTAL
CHANGES IN NET POSITION:			
NET (EXPENSE) REVENUE FROM PREVIOUS PAGE	\$ (19,925,139)	\$ 389,865	\$ (19,535,274)
GENERAL REVENUES:			
REAL ESTATE AND PERSONAL PROPERTY TAXES, NET OF TAX REFUNDS PAYABLE	15,309,229	-	15,309,229
TAX LIENS	224,229	-	224,229
MOTOR VEHICLE EXCISE TAXES	896,734	-	896,734
PENALTIES AND INTEREST ON TAXES	161,886	-	161,886
PAYMENTS IN LIEU OF TAXES	56,769	-	56,769
GRANTS AND CONTRIBUTIONS NOT RESTRICTED TO SPECIFIC PROGRAMS	786,809	-	786,809
UNRESTRICTED INVESTMENT INCOME	55,617	-	55,617
MISCELLANEOUS	77,727	-	77,727
TRANSFERS, NET	217,644	(217,644)	-
TOTAL GENERAL REVENUES AND TRANSFERS	17,786,644	(217,644)	17,569,000
CHANGE IN NET POSITION	(2,138,495)	172,221	(1,966,274)
NET POSITION:			
BEGINNING OF YEAR	(23,130,831)	7,714,446	(15,416,385)
END OF YEAR	\$ (25,269,326)	\$ 7,886,667	\$ (17,382,659)

See accompanying notes to the basic financial statements

(concluded)

**TOWN OF HOPEDALE, MASSACHUSETTS
GOVERNMENTAL FUNDS
BALANCE SHEET
JUNE 30, 2020**

ASSETS	GENERAL	NONMAJOR GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
CASH AND SHORT-TERM INVESTMENTS	\$ 2,517,485	\$ 3,012,081	\$ 5,529,566
INVESTMENTS	1,622,924	80,504	1,703,428
RECEIVABLES, NET OF ALLOWANCE FOR UNCOLLECTIBLES:			
REAL ESTATE AND PERSONAL PROPERTY TAXES	319,439	-	319,439
TAX LIENS	731,914	-	731,914
MOTOR VEHICLE EXCISE TAXES	88,810	-	88,810
DEPARTMENTAL AND OTHER	-	114,924	114,924
INTERGOVERNMENTAL	-	128,598	128,598
DUE FROM OTHER FUNDS	35,498	-	35,498
TOTAL ASSETS	\$ 5,316,070	\$ 3,336,107	\$ 8,652,177
 LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES			
LIABILITIES:			
ACCOUNTS PAYABLE	\$ 1,384,353	\$ 288,103	\$ 1,672,456
OTHER LIABILITIES	41,150	-	41,150
NOTES PAYABLE	-	475,000	475,000
TOTAL LIABILITIES	1,425,503	763,103	2,188,606
DEFERRED INFLOWS OF RESOURCES:			
UNAVAILABLE REVENUE	1,023,919	114,924	1,138,843
FUND BALANCES:			
NONSPENDABLE	-	57,763	57,763
RESTRICTED	-	2,799,624	2,799,624
COMMITTED	79,512	-	79,512
ASSIGNED	781,644	-	781,644
UNASSIGNED	2,005,492	(399,307)	1,606,185
TOTAL FUND BALANCES	2,866,648	2,458,080	5,324,728
TOTAL LIABILITIES, DEFERRED INFLOW OF RESOURCES AND FUND BALANCES	\$ 5,316,070	\$ 3,336,107	\$ 8,652,177

See accompanying notes to the basic financial statements

**TOWN OF HOPEDALE, MASSACHUSETTS
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
FISCAL YEAR ENDED JUNE 30, 2020**

	<u>GENERAL</u>	<u>NONMAJOR GOVERNMENTAL FUNDS</u>	<u>TOTAL GOVERNMENTAL FUNDS</u>
<u>REVENUES:</u>			
REAL ESTATE AND PERSONAL PROPERTY TAXES, NET OF TAX REFUNDS	\$ 15,199,851	\$ -	\$ 15,199,851
MOTOR VEHICLE EXCISE TAXES	854,704	-	854,704
INTERGOVERNMENTAL	11,322,789	2,640,565	13,963,354
PAYMENTS IN LIEU OF TAXES	56,769	-	56,769
PENALTIES & INTEREST ON TAXES	161,886	-	161,886
CHARGES FOR SERVICES	-	1,301,468	1,301,468
INVESTMENT INCOME	55,616	1,677	57,293
CONTRIBUTIONS AND DONATIONS	-	84,031	84,031
DEPARTMENTAL AND OTHER	365,677	156,819	522,496
	<u>28,017,292</u>	<u>4,184,560</u>	<u>32,201,852</u>
<u>EXPENDITURES:</u>			
CURRENT:			
GENERAL GOVERNMENT	1,086,603	11,036	1,097,639
PUBLIC SAFETY	2,841,454	204,628	3,046,082
EDUCATION	13,193,288	3,052,950	16,246,238
PUBLIC WORKS	709,703	1,018,281	1,727,984
HUMAN SERVICES	687,264	43,577	730,841
CULTURE & RECREATION	329,870	135,704	465,574
EMPLOYEE BENEFITS	7,842,565	-	7,842,565
STATE & COUNTY ASSESSMENTS	515,447	-	515,447
DEBT SERVICE			
PRINCIPAL	929,268	-	929,268
INTEREST	126,995	-	126,995
	<u>28,262,457</u>	<u>4,466,176</u>	<u>32,728,633</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(245,165)</u>	<u>(281,616)</u>	<u>(526,781)</u>
<u>OTHER FINANCING SOURCES (USES)</u>			
PROCEEDS FROM BONDS AND NOTES	-	2,330,000	2,330,000
PROCEEDS FROM BOND PREMIUM	8,735	268,793	277,528
BOND REFUNDING COSTS	-	(50,717)	(50,717)
OPERATING TRANSFERS IN	601,260	-	601,260
OPERATING TRANSFERS OUT	-	(383,616)	(383,616)
	<u>609,995</u>	<u>2,164,460</u>	<u>2,774,455</u>
NET CHANGE IN FUND BALANCES	364,830	1,882,844	2,247,674
FUND BALANCES AT BEGINNING OF YEAR	<u>2,501,818</u>	<u>575,236</u>	<u>3,077,054</u>
FUND BALANCES AT END OF YEAR	<u>\$ 2,866,648</u>	<u>\$ 2,458,080</u>	<u>\$ 5,324,728</u>

See accompanying notes to the basic financial statements

**TOWN OF HOPEDALE, MASSACHUSETTS
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TOTAL FUND BALANCES TO THE STATEMENT OF NET POSITION
FISCAL YEAR ENDED JUNE 30, 2020**

TOTAL GOVERNMENTAL FUND BALANCES		\$ 5,324,728
CAPITAL ASSETS (NET) USED IN GOVERNMENTAL ACTIVITIES ARE NOT FINANCIAL RESOURCES AND, THEREFORE, ARE NOT REPORTED IN THE FUNDS		27,791,724
ACCOUNTS RECEIVABLE ARE NOT AVAILABLE TO PAY FOR CURRENT-PERIOD EXPENDITURES AND, THEREFORE, ARE DEFERRED IN THE FUNDS		1,138,843
IN THE STATEMENT OF ACTIVITIES, INTEREST IS ACCRUED ON OUTSTANDING LONG-TERM DEBT, WHEREAS IN GOVERNMENTAL FUNDS INTEREST IS NOT REPORTED UNTIL DUE		(19,899)
LONG-TERM LIABILITIES ARE NOT DUE AND PAYABLE IN THE CURRENT PERIOD AND, THEREFORE, ARE NOT REPORTED IN THE GOVERNMENTAL FUNDS		
BONDS AND NOTES PAYABLE	(2,829,144)	
UNAMORTIZED BOND PREMIUM	(226,811)	
NET NET PENSION LIABILITY	(14,006,388)	
DEFERRED OUTFLOWS OF RESOURCES - RELATED TO PENSIONS	1,182,007	
DEFERRED INFLOWS OF RESOURCES - RELATED TO PENSIONS	(818,129)	
CAPITAL LEASE OBLIGATIONS	(92,745)	
COMPENSATED ABSENCES	(777,076)	
POSTEMPLOYMENT BENEFITS	(44,672,854)	
DEFERRED OUTFLOWS OF RESOURCES - RELATED TO POSTEMPLOYMENT BENEFITS	4,023,660	
DEFERRED INFLOWS OF RESOURCES - RELATED TO POSTEMPLOYMENT BENEFITS	<u>(1,287,242)</u>	
NET EFFECT OF REPORTING LONG-TERM LIABILITIES		<u>(59,504,722)</u>
NET POSITION OF GOVERNMENTAL ACTIVITIES		<u><u>\$ (25,269,326)</u></u>

See accompanying notes to the basic financial statements

**TOWN OF HOPEDALE, MASSACHUSETTS
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
FISCAL YEAR ENDED JUNE 30, 2020**

NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS		\$ 2,247,674
<p>GOVERNMENTAL FUNDS REPORT CAPITAL OUTLAYS AS EXPENDITURES. HOWEVER, IN THE STATEMENT OF ACTIVITIES THE COST OF THOSE ASSETS IS ALLOCATED OVER THEIR ESTIMATED USEFUL LIVES AND REPORTED AS DEPRECIATION EXPENSE.</p>		
CAPITAL OUTLAY	1,229,864	
DEPRECIATION EXPENSE	<u>(1,398,883)</u>	
NET EFFECT OF REPORTING CAPITAL ASSETS		(169,019)
<p>REVENUES IN THE STATEMENT OF ACTIVITIES THAT DO NOT PROVIDE CURRENT FINANCIAL RESOURCES ARE FULLY DEFERRED IN THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES. THEREFORE, THE RECOGNITION OF REVENUE FOR VARIOUS TYPES OF ACCOUNTS RECEIVABLE (I.E. REAL ESTATE AND PERSONAL PROPERTY, MOTOR VEHICLE EXCISE, ETC.) DIFFER BETWEEN THE TWO STATEMENTS. THIS AMOUNT REPRESENTS THE NET CHANGE IN DEFERRED REVENUE</p>		
		360,418
<p>THE ISSUANCE OF LONG-TERM DEBT (E.G., BONDS) PROVIDES CURRENT FINANCIAL RESOURCES TO GOVERNMENTAL FUNDS, WHILE THE REPAYMENT OF THE PRINCIPAL OF LONG-TERM DEBT CONSUMES THE FINANCIAL RESOURCES OF GOVERNMENTAL FUNDS. NEITHER TRANSACTION, HOWEVER, HAS ANY EFFECT ON NET ASSETS. ALSO, GOVERNMENTAL FUNDS REPORT THE EFFECT OF ISSUANCE COSTS, PREMIUMS, DISCOUNTS, AND SIMILAR ITEMS WHEN DEBT IS FIRST ISSUED, WHEREAS THESE AMOUNTS ARE DEFERRED AND AMORTIZED IN THE STATEMENT OF ACTIVITIES.</p>		
PROCEEDS FROM BONDS AND NOTES	(2,330,000)	
DEBT SERVICE PRINCIPAL PAYMENTS	<u>929,268</u>	
NET EFFECT OF REPORTING LONG-TEM DEBT		(1,400,732)
<p>SOME EXPENSES REPORTED IN THE STATEMENT OF ACTIVITIES DO NOT REQUIRE THE USE OF CURRENT FINANCIAL RESOURCES AND, THEREFORE, ARE NOT REPORTED AS EXPENDITURES IN THE GOVERNMENTAL FUNDS.</p>		
NET CHANGE IN COMPENSATED ABSENCES ACCRUAL	22,769	
NET CHANGE IN POSTEMPLOYMENT BENEFITS	(1,801,058)	
NET CHANGE IN DEFERRED OUTFLOWS OF RESOURCES - RELATED TO POST EMPLOYMENT BENEFITS	(890,970)	
NET CHANGE IN DEFERRED INFLOWS OF RESOURCES - RELATED TO POST EMPLOYMENT BENEFITS	282,263	
NET CHANGE IN NET PENSION LIABILITY	394,042	
NET CHANGE IN DEFERRED OUTFLOWS OF RESOURCES - RELATED TO PENSIONS	(801,610)	
NET CHANGE IN DEFERRED INFLOWS OF RESOURCES - RELATED TO PENSIONS	(238,078)	
NET CHANGE IN CAPITAL LEASES	81,204	
NET DEFERRED UNAMORTIZED BOND PREMIUM	(226,811)	
NET CHANGE IN ACCRUED INTEREST ON LONG-TERM DEBT	<u>1,413</u>	
NET EFFECT OF RECORDING LONG-TERM LIABILITIES		<u>(3,176,836)</u>
CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES		<u>\$ (2,138,495)</u>

See accompanying notes to the basic financial statements

**TOWN OF HOPEDALE, MASSACHUSETTS
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FISCAL YEAR YEAR ENDED JUNE 30, 2020**

	<u>BUDGETED AMOUNTS</u>		<u>ACTUAL BUDGETARY AMOUNTS</u>	<u>VARIANCE OVER(UNDER)</u>
	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>		
<u>REVENUES:</u>				
REAL ESTATE AND PERSONAL PROPERTY TAXES, NET OF TAX REFUNDS	\$ 15,195,477	\$ 15,195,477	\$ 15,199,851	\$ 4,374
MOTOR VEHICL EXCISE TAXES	850,000	850,000	854,704	4,704
INTERGOVERNMENTAL	7,641,974	7,641,974	7,662,545	20,571
PAYMENTS IN LIEU OF TAXES	52,000	52,000	56,769	4,769
PENALTIES & INTEREST ON TAXES	150,000	150,000	161,886	11,886
INVESTMENT INCOME	15,000	15,000	42,686	27,686
DEPARTMENTAL AND OTHER	151,800	151,800	365,677	213,877
	<u>24,056,251</u>	<u>24,056,251</u>	<u>24,344,118</u>	<u>287,867</u>
TOTAL REVENUES				
<u>EXPENDITURES:</u>				
CURRENT:				
GENERAL GOVERNMENT	1,239,082	1,221,038	1,086,603	134,435
PUBLIC SAFETY	2,878,267	3,035,967	2,841,454	194,513
EDUCATION	13,219,623	13,219,623	13,193,288	26,335
PUBLIC WORKS	805,717	768,455	709,703	58,752
HUMAN SERVICES	706,234	739,892	687,264	52,628
CULTURE & RECREATION	356,809	356,809	329,870	26,939
EMPLOYEE BENEFITS	4,232,597	4,469,545	4,182,321	287,224
STATE & COUNTY ASSESSMENTS	493,261	493,261	515,447	(22,186)
DEBT SERVICE				
PRINCIPAL	967,730	941,475	929,268	12,207
INTEREST	106,990	133,245	126,995	6,250
	<u>25,006,310</u>	<u>25,379,310</u>	<u>24,602,213</u>	<u>777,097</u>
TOTAL EXPENDITURES				
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(950,059)</u>	<u>(1,323,059)</u>	<u>(258,095)</u>	<u>1,064,964</u>
<u>OTHER FINANCING SOURCES (USES):</u>				
OPERATING TRANSFERS IN	<u>601,260</u>	<u>601,260</u>	<u>601,260</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	(348,799)	(721,799)	343,165	1,064,964
BUDGETARY FUND BALANCE, BEGINNING OF YEAR	<u>1,483,208</u>	<u>1,483,208</u>	<u>1,483,208</u>	<u>-</u>
BUDGETARY FUND BALANCE, END OF YEAR	<u>\$ 1,134,409</u>	<u>\$ 761,409</u>	<u>\$ 1,826,373</u>	<u>\$ 1,064,964</u>

See accompanying notes to the basic financial statements

**TOWN OF HOPEDALE, MASSACHUSETTS
 PROPRIETARY FUNDS
 STATEMENT OF NET POSITION
 JUNE 30, 2020**

<u>ASSETS</u>	BUSINESS-TYPE ACTIVITIES - ENTERPRISE FUNDS		
	<u>SEWER</u>	<u>WATER</u>	<u>TOTAL</u>
CURRENT:			
CASH AND SHORT-TERM INVESTMENTS	\$ 346,911	\$ 277,577	\$ 624,488
USER FEES	283,834	207,008	490,842
INTERGOVERNMENTAL	532,416	15,544	547,960
TOTAL CURRENT ASSETS	<u>1,163,161</u>	<u>500,129</u>	<u>1,663,290</u>
NONCURRENT:			
INTERGOVERNMENTAL	-	32,206	32,206
CAPITAL ASSETS, NET OF ACCUMULATED DEPRECIATION	9,451,637	8,289,114	17,740,751
TOTAL NONCURRENT ASSETS	<u>9,451,637</u>	<u>8,321,320</u>	<u>17,772,957</u>
TOTAL ASSETS	<u>10,614,798</u>	<u>8,821,449</u>	<u>19,436,247</u>
DEFERRED OUTFLOWS OF RESOURCES			
RELATED TO PENSIONS	18,278	18,278	36,556
RELATED TO POSTEMPLOYMENT BENEFITS	45,827	54,908	100,735
TOTAL DEFERRED INFLOWS OF RESOURCES	<u>64,105</u>	<u>73,186</u>	<u>137,291</u>
<u>LIABILITIES</u>			
CURRENT:			
ACCOUNTS PAYABLE	124,337	53,708	178,045
ACCRUED INTEREST	54,960	3,726	58,686
BONDS AND NOTES PAYABLE	279,540	291,377	570,917
COMPENSATED ABSENCES	10,478	13,940	24,418
TOTAL CURRENT LIABILITIES	<u>469,315</u>	<u>362,751</u>	<u>832,066</u>
NONCURRENT:			
BONDS AND NOTES PAYABLE	5,822,778	3,214,106	9,036,884
COMPENSATED ABSENCES	20,816	97,974	118,790
POSTEMPLOYMENT BENEFITS	508,794	609,620	1,118,414
NET PENSION LIABILITY	216,594	216,594	433,188
TOTAL NONCURRENT LIABILITIES	<u>6,568,982</u>	<u>4,138,294</u>	<u>10,707,276</u>
TOTAL LIABILITIES	<u>7,038,297</u>	<u>4,501,045</u>	<u>11,539,342</u>
<u>DEFERRED INFLOWS OF RESOURCES</u>			
DEFERRED AMOUNT ON REFUNDING	90,000	-	90,000
RELATED TO PENSIONS	12,651	12,651	25,302
RELATED TO POSTEMPLOYMENT BENEFITS	14,661	17,566	32,227
TOTAL DEFERRED INFLOWS OF RESOURCES	<u>117,312</u>	<u>30,217</u>	<u>147,529</u>
<u>NET POSITION</u>			
NET INVESTMENT IN CAPITAL ASSETS UNRESTRICTED	4,321,754 <u>(798,460)</u>	4,783,631 <u>(420,258)</u>	9,105,385 <u>(1,218,718)</u>
TOTAL NET POSITION	<u>\$ 3,523,294</u>	<u>\$ 4,363,373</u>	<u>\$ 7,886,667</u>

See accompanying notes to the basic financial statements

**TOWN OF HOPEDALE, MASSACHUSETTS
 PROPRIETARY FUNDS
 STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
 FISCAL YEAR ENDED JUNE 30, 2020**

	<u>BUSINESS TYPE ACTIVITIES - ENTERPRISE FUNDS</u>		
	<u>SEWER</u>	<u>WATER</u>	<u>TOTAL</u>
<u>OPERATING REVENUES:</u>			
CHARGES FOR SERVICES	\$ 1,423,891	\$ 1,265,245	\$ 2,689,136
<u>OPERATING EXPENSES:</u>			
GENERAL SERVICES	842,439	772,359	1,614,798
DEPRECIATION	236,396	289,164	525,560
TOTAL OPERATING EXPENSES	1,078,835	1,061,523	2,140,358
OPERATING INCOME (LOSS)	345,056	203,722	548,778
<u>NON-OPERATING REVENUES (EXPENSES):</u>			
INTERGOVERNMENTAL	-	4,465	4,465
INTEREST INCOME	1,542	1,543	3,085
INTEREST EXPENSE	(71,099)	(95,364)	(166,463)
TOTAL NON-OPERATING REVENUES (EXPENSES), NET	(69,557)	(89,356)	(158,913)
INCOME (LOSS) BEFORE OPERATING TRANSFERS	275,499	114,366	389,865
<u>OPERATING TRANSFERS:</u>			
OPERATING TRANSFERS OUT	(111,922)	(105,722)	(217,644)
CHANGE IN NET POSITION	163,577	8,644	172,221
NET POSITION AT BEGINNING OF YEAR	3,359,717	4,354,729	7,714,446
NET POSITION AT END OF YEAR	\$ 3,523,294	\$ 4,363,373	\$ 7,886,667

See accompanying notes to the basic financial statements

**TOWN OF HOPEDALE, MASSACHUSETTS
 PROPRIETARY FUNDS
 STATEMENT OF CASH FLOWS
 FISCAL YEAR ENDED JUNE 30, 2020**

	<u>BUSINESS TYPE ACTIVITIES - ENTERPRISE FUNDS</u>		
	<u>SEWER</u>	<u>WATER</u>	<u>TOTAL</u>
<u>CASH FLOWS FROM OPERATING ACTIVITIES:</u>			
RECEIPTS FROM CUSTOMERS AND USERS	\$ 1,362,772	\$ 1,246,550	\$ 2,609,322
PAYMENTS TO SUPPLIERS	(529,025)	(386,385)	(915,410)
PAYMENTS TO EMPLOYEES	(299,951)	(282,222)	(582,173)
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	<u>533,796</u>	<u>577,943</u>	<u>1,111,739</u>
<u>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</u>			
OPERATING TRANSFERS OUT	(111,922)	(105,722)	(217,644)
<u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</u>			
PROCEEDS FROM THE ISSUANCE OF BONDS AND NOTES	961,477	-	961,477
PRINCIPAL PAYMENTS ON BONDS AND NOTES	(237,009)	(266,399)	(503,408)
ACQUISITION AND CONSTRUCTION OF CAPITAL ASSETS	(643,072)	-	(643,072)
INTEREST EXPENSE	(33,977)	(91,235)	(125,212)
NET CASH PROVIDED (USED) BY CAPITAL AND RELATED FINANCING ACTIVITIES	<u>47,419</u>	<u>(357,634)</u>	<u>(310,215)</u>
<u>CASH FLOWS FROM INVESTING ACTIVITIES:</u>			
INTEREST RECEIVED	1,542	1,543	3,085
NET INCREASE (DECREASE) IN CASH AND SHORT TERM INVESTMENTS	470,835	116,130	586,965
CASH AND SHORT TERM INVESTMENTS - BEGINNING OF YEAR	<u>(123,924)</u>	<u>161,447</u>	<u>37,523</u>
CASH AND SHORT TERM INVESTMENTS- END OF YEAR	<u>\$ 346,911</u>	<u>\$ 277,577</u>	<u>\$ 624,488</u>
<u>RECONCILIATION OF OPERATING INCOME (LOSS)</u>			
<u>TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES:</u>			
OPERATING INCOME (LOSS)	<u>\$ 345,056</u>	<u>\$ 203,722</u>	<u>\$ 548,778</u>
ADJUSTMENTS TO RECONCILE OPERATING INCOME (LOSS)			
TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES:			
DEPRECIATION	236,396	289,164	525,560
(INCREASE) DECREASE IN ACCOUNTS RECEIVABLE	(61,119)	(18,695)	(79,814)
(INCREASE) DECREASE IN DEFERRED OUTFLOWS OF RESOURCES	21,351	20,930	42,281
INCREASE (DECREASE) IN ACCOUNTS PAYABLE	(12,760)	28,215	15,455
INCREASE (DECREASE) IN COMPENSATED ABSENCES	(20,810)	3,510	(17,300)
INCREASE (DECREASE) IN POSTEMPLOYMENT BENEFITS	30,927	56,203	87,130
INCREASE (DECREASE) IN DEFERRED INFLOWS OF RESOURCES	848	987	1,835
INCREASE (DECREASE) IN NET PENSION LIABILITY	(6,093)	(6,093)	(12,186)
TOTAL ADJUSTMENTS	<u>188,740</u>	<u>374,221</u>	<u>562,961</u>
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	<u>\$ 533,796</u>	<u>\$ 577,943</u>	<u>\$ 1,111,739</u>

See accompanying notes to the basic financial statements

**TOWN OF HOPEDALE, MASSACHUSETTS
FIDUCIARY FUND
STATEMENT OF FIDUCIARY NET POSITION
JUNE 30, 2020**

	<u>AGENCY FUNDS</u>
<u>ASSETS</u>	
INVESTMENTS	<u>\$ 138,519</u>
<u>LIABILITIES</u>	
ACCOUNTS PAYABLE	19,186
DUE TO OTHER FUNDS	35,498
OTHER LIABILITIES	<u>83,835</u>
TOTAL LIABILITIES	<u><u>\$ 138,519</u></u>

See accompanying notes to the basic financial statements

**TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying basic financial statements of the Town of Hopedale, Massachusetts (the Town) have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the recognized standard-setting body for establishing governmental accounting and financial reporting principles. The following is a summary of the more significant Town accounting policies:

A. Reporting Entity

Primary Government

The Town is a municipal corporation that is governed by a three member Board of Selectmen (the Board). The Board is responsible for appointing a Town Administrator whose responsibility is to manage the day to day operations. For financial reporting purposes, the Town has included all funds, organizations, account groups, agencies, boards, commissions and institutions. The Town has also considered all potential component units, blended or discretely presented, for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the basic financial statements to be misleading or incomplete. Blended component units, although legally separate entities, are, in substance, part of the government’s operations and discretely presented component units are reported in a separate column in the government-wide financial statements to emphasize that they are legally separate from the government. It has been determined that there are no component units (blended or discretely presented) for inclusion in the primary government’s financial reporting entity.

Joint Venture

Municipal joint ventures pool resources to share the costs, risks and rewards of providing services to their participants, the general public or others. The Town is a participant in the following joint venture:

Name	Purpose	Address	Annual Assessment
Blackstone Valley Regional Vocational-Technical High School	To provide vocational education	65 Pleasant Street Upton, MA 01568	\$ 549,955

The Blackstone Valley Regional Vocational-Technical High School (the District) is governed by a thirteen (13) member school committee consisting of one (1) elected representative from the Town of Hopedale. The Town is indirectly liable for debt and other expenditures of the District and is assessed annually for its share of the operating and capital costs. Separate financial statements may be obtained by writing to the Treasurer of the District at the above address. The Town has an equity interest of approximately 2.1% in the joint venture.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

B. Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The government-wide financial statements (i.e., statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. *Governmental activities*, which are primarily supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are supported primarily by user fees and charges.

Fund Financial Statements

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and displayed in a single column.

Major Fund Criteria

A fund is considered major if it is the primary operating fund of the Town or it meets the following criteria:

- a. If the total assets and deferred outflows of resources, liabilities and deferred inflows of resources, revenues, or expenditures/expenses of an individual governmental or enterprise fund are at least 10 percent of the corresponding element (assets and deferred outflows of resources, liabilities and deferred inflows of resources, etc.) for all funds of that category or type (total governmental or total enterprise funds), and
- b. If the total assets and deferred outflows of resources, liabilities and deferred inflows of resources revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding element for all governmental and enterprise funds combined.

Additionally, any other governmental or enterprise fund that management believes is particularly significant to the basic financial statements may be reported as a major fund.

Fiduciary funds are reported by fund type.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

Government-Wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal property taxes are recognized as revenues in the fiscal year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The statement of activities demonstrates the degree to which the direct expenses of a particular function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include the following:

- a. *Charges to customers or applicants* who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.
- b. *Grants and contributions* that are restricted to meeting the operational requirements of a particular function or segment.
- c. *Grants and contributions* that are restricted to meeting the capital requirements of a particular function or segment.

Taxes and other items not identifiable as program revenues are reported as general revenues.

For the most part, the effect of interfund activity has been removed from the government-wide financial statements. Exceptions are charges between the general fund and the various enterprise funds. Elimination of these charges would distort the direct costs and program revenues reported for the functions affected.

Fund Financial Statements

Governmental Fund Financial Statements

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period.

Expenditures are recorded when the related fund liability is incurred, except for interest on general long-term debt which is recognized when due, and the noncurrent portion of compensated absences, capital leases, net pension liability, and postemployment benefits which are recognized when the obligations are expected to be liquidated with current expendable available resources.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

In applying the susceptible to accrual concept to intergovernmental revenues, there are essentially two types of revenues. In one, moneys must be expended on the specific purpose or project before any amounts will be paid to the Town; therefore, revenues are recognized based upon the expenditures incurred. In the other, moneys are virtually unrestricted and are usually revocable only for failure to comply with prescribed compliance requirements. These resources are reflected as revenues at the time of receipt or earlier if the susceptible to accrual criteria are met.

The Town considers property taxes as available if they are due and collected within 60 days after fiscal year-end. Licenses and permits, user charges, fines and forfeitures, and miscellaneous revenues are recorded as revenues when received. Investment earnings are recorded as earned.

The Town reports the following major governmental funds:

- The *General fund* is the primary operating fund of the Town. It is used to account for all financial resources, except those that are required to be accounted for in another fund.
- The *Nonmajor Governmental funds* consist of other special revenue, capital projects, and permanent funds that are aggregated and presented in the nonmajor governmental funds column on the governmental funds financial statements. The following describes the general use of these fund types:
 - The *Special Revenue fund* is used to account for the proceeds of specific revenue sources (other than permanent funds or capital projects funds) that are restricted by law or administrative action to expenditures for specified purposes.
 - The *Capital Projects fund* is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by enterprise and trust funds).
 - The *Permanent fund* is used to account for financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the governmental programs.

Proprietary Fund Financial Statements

Proprietary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

The following major proprietary funds are reported:

- The *Water Enterprise fund* is used to account for water activities.
- The *Sewer Enterprise fund* is used to account for sewer activities.

Fiduciary Fund Financial Statements

Fiduciary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Fiduciary funds are used to account for assets held by the Town in a trustee capacity for others that cannot be used to support the governmental programs.

The following fiduciary fund type is reported:

- The *Agency fund* is used to account for assets held in a purely custodial capacity

D. Cash and Investments

Government-Wide and Fund Financial Statements

Cash and short term investments are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition. Investments are reported at fair value.

E. Fair Value Measurements

The Town reports required types of financial instruments in accordance with the fair value standards. These standards require an entity to maximize the use of observable inputs (such as quoted prices in active markets) and minimize the use of unobservable inputs (such as appraisals or valuation techniques) to determine fair value. Fair value standards also require the government to classify these financial instruments into a three-level hierarchy, based on the priority of inputs to the valuation technique or in accordance with net asset value practical expedient rules, which allow for either Level 2 or Level 3 depending on lock up and notice periods associated with the underlying funds. Instruments measured and reported at fair value are classified and disclosed in one of the following categories:

Level 1 – Quoted prices are available in active markets for identical instruments as of the reporting date. Instruments, which are generally included in this category, include actively traded equity and debt securities, U.S. government obligations, and mutual funds with quoted market prices in active markets.

Level 2 – Pricing inputs are other than quoted in active markets, which are either directly or indirectly observable as of the reporting date, and fair value is determined through the use of models or other valuation methodologies. Certain fixed income securities, primarily corporate bonds, are classified as Level 2 because fair values are estimated using pricing models, matrix pricing, or discounted cash flows.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

Level 3 – Pricing inputs are unobservable for the instrument and include situations where there is little, if any, market activity for the instrument. The inputs into the determination of fair value require significant management judgment or estimation. In some instances the inputs used to measure fair value may fall into different levels of the fair value hierarchy and is based on the lowest level of input that is significant to the fair value measurement. Market price is affected by a number of factors, including the type of instrument and the characteristics specific to the instrument. Instruments with readily available active quoted prices generally will have a higher degree of market price observability and a lesser degree of judgment used in measuring fair value. It is reasonably possible that change in values of these instruments will occur in the near term and that such changes could materially affect amounts reported in these financial statements. For more information on the fair value of the Town’s financial instruments, see Note 3 – Fair Market Value of Investments.

F. Accounts Receivable

Government-Wide and Fund Financial Statements

The recognition of revenue related to accounts receivable reported in the government-wide financial statements and proprietary funds financial statements are reported under the accrual basis of accounting. The recognition of revenue related to accounts receivable reported in the governmental funds financial statements are reported under the modified accrual basis of accounting.

Real Estate, Personal Property Taxes and Tax Liens

Real estate and personal property taxes are based on values assessed as of each January 1 and are normally due on the subsequent August 1, November 1, February 1 and May 1. Property taxes that remain unpaid after the respective due dates are subject to penalties and interest charges. By law, all taxable property in the Commonwealth must be assessed at 100% of fair market value. Once levied, which is required to be at least 30 days prior to the due date, these taxes are recorded as receivables in the fiscal year of levy. Based on the Town’s experience, most property taxes are collected during the year in which they are assessed. Liening of properties on which taxes remain unpaid occurs annually. The Town ultimately has the right to foreclose on all properties where the taxes remain unpaid.

A statewide property tax limitation statute known as “Proposition 2 ½” limits the amount of increase in property tax levy in any fiscal year. Generally, Proposition 2 ½ limits the total levy to an amount not greater than 2 ½ % of the total assessed value of all taxable property within the Town. Secondly, the tax levy cannot increase by more than 2 ½ % of the prior year’s levy plus the taxes on property newly added to the tax rolls. Certain provisions of Proposition 2 ½ can be overridden by a Town-wide referendum.

Real estate receivables are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectibles is not reported.

Personal property taxes cannot be secured through the lien process. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

Motor Vehicle Excise

Motor vehicle excise taxes are assessed annually for each vehicle registered in the Town and are recorded as receivables in the fiscal year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles. The tax calculation is the fair value of the vehicle multiplied by \$25 per \$1,000 of value.

The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

Water and Sewer

User fees are levied monthly based on residential and commercial meter readings and are subject to penalties and interest if they are not paid by the respective due date. Water and sewer liens are processed annually and included as a lien on the property owner's tax bill. Water and sewer charges and related liens are recorded as receivables in the fiscal year of the levy.

Since the receivables are secured via the lien process, these accounts are considered 100% collectible and therefore do not report an allowance for uncollectibles.

Departmental and Other

Departmental and other receivables consist of ambulance receivables and are recorded as receivables in the fiscal year accrued. The allowance for uncollectibles for the ambulance receivable is estimated based on historical trends and specific account analysis.

Intergovernmental

Various federal and state grants for operating and capital purposes are applied for and received annually. For non-expenditure driven grants, receivables are recognized as soon as all eligibility requirements imposed by the provider have been met. For expenditure driven grants, receivables are recognized when the qualifying expenditures are incurred and all other grant requirements are met.

These receivables are considered 100% collectible and therefore do not report an allowance for uncollectibles.

G. Inventories

Government-Wide and Fund Financial Statements

Inventories of the governmental funds and the water and sewer enterprise funds are recorded as expenditures at the time of purchase. Such inventories are not material in total to the basic financial statements, and therefore are not reported.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

H. Capital Assets

Government-Wide and Proprietary Fund Financial Statements

Capital assets, which include land, vehicles, buildings and improvements, furniture, fixtures and equipment, infrastructure (e.g., water mains, sewer mains, roadways, and similar items), and construction in progress, are reported in the applicable governmental or business-type activities column of the government-wide financial statements, and the proprietary fund financial statements. Capital assets are recorded at historical cost, or at estimated historical cost, if actual historical cost is not available. Donated capital assets are recorded at the estimated fair market value at the date of donation. Except for the capital assets of the governmental activities column in the government-wide financial statements, construction period interest is capitalized on constructed capital assets if material.

All purchases and construction costs in excess of \$5,000 are capitalized at the date of acquisition or construction, respectively, with expected useful lives of five years or greater.

Capital assets (excluding land and construction in progress) are depreciated on a straight-line basis. The estimated useful lives of capital assets are as follows:

<u>Asset Class</u>	<u>Estimated Useful Life (in years)</u>
Buildings and Improvements	20-40
Furniture, Fixtures and Equipment	5-10
Vehicles	5-15
Infrastructure	10-20

The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized and are treated as expenses when incurred. Improvements are capitalized.

Governmental Fund Financial Statements

Capital asset costs are recorded as expenditures in the fiscal year of purchase for the various funds.

I. Interfund Receivables and Payables

During the course of its operations, transactions occur between and within individual funds that may result in amounts owed between funds.

Government-Wide Financial Statements

Transactions of a buyer/seller nature between and within governmental funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of net position as "internal balances".

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

Fund Financial Statements

Transactions of a buyer/seller nature between and within funds are not eliminated from the individual fund statements. Receivables and payables resulting from these transactions are classified as "Due from other funds" or "Due to other funds" on the balance sheet.

J. Interfund Transfers

During the course of its operations, resources are permanently reallocated between and within funds. These transactions are reported as operating transfers in and operating transfers out.

Government-Wide Financial Statements

Operating transfers between and within governmental funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of activities as "Transfers, net".

Fund Financial Statements

Operating transfers between and within funds are not eliminated from the individual fund statements and are reported as operating transfers in and operating transfers out.

K. Deferred Outflows/Inflows of Resources

Government-Wide Financial Statements (Net Position)

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/ expenditure) until then. The Town reported deferred outflows of resources related to postemployment benefits and pensions in this category.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The Town reported deferred inflows of resources related to postemployment benefits, pensions, and deferred amount of refunding in this category.

Governmental Funds Financial Statements

In addition to liabilities, the governmental funds balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents assets that have been recorded in the governmental fund financial statements but the revenue is not available and so will not be recognized as an inflow of resources (revenue) until it becomes available. The Town has recorded unavailable revenue as deferred inflows of resources in the governmental funds balance sheet. Unavailable revenue is recognized as revenue in the conversion to the government-wide (full accrual) financial statements.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

L. Net Position and Fund Equity

Government-Wide Financial Statements (Net Position)

Net position are classified into three components:

- a. *Net investment in capital assets* – consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. *Restricted net position* – Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

Net position have been “restricted” for the following:

- *Permanent funds – Expendable* represents amounts held in trust for which the expenditures are restricted by various trust agreements.
 - *Permanent funds – Nonexpendable* represents amounts held in trust for which only investment earnings may be expended.
 - *Other specific purposes* represents restrictions placed on assets from outside parties.
- c. *Unrestricted net position* – All other net position that do not meet the definition of “restricted” or “net investment in capital assets”.

Fund Financial Statements (Fund Balances)

The Town uses the following criteria for fund balance classification:

- For *nonspendable* fund balance: includes amounts that cannot be spent because they are either (1) not in spendable form or (2) legally or contractually required to be maintained intact.
- For *restricted* fund balance: when constraints placed on the use of the resources are either (1) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (2) imposed by law through constitutional provisions or enabling legislation.
- For *committed* fund balance: (1) the government’s highest level of decision-making authority and (2) the formal action that is required to be taken to establish (and modify or rescind) a fund balance commitment.
- For *assigned* fund balance: (1) the body or official authorized to assign amounts to a specific purpose and (2) the policy established by the governing body pursuant to which the authorization is given.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

- For *unassigned* fund balance: is the residual classification for the general fund. In other governmental funds, if expenditures incurred for specific purposes exceeded the amounts restricted, committed, or assigned to those purposes, it may be necessary to report a negative unassigned fund balance.

The Town uses the following criteria for fund balance policies and procedures:

- When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the unrestricted amount will be considered to have been spent.
- When an expenditure is incurred for purposes for which committed, assigned, or unassigned fund balance is available, the least restricted amount will be considered to have been spent.

M. Long-term debt

Government-Wide and Proprietary Fund Financial Statements

Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net position. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

Governmental Fund Financial Statements

The face amount of governmental funds long-term debt is reported as other financing sources. Bond premiums and discounts, as well as issuance costs, are recognized in the current period. Bond premiums are reported as other financing sources and bond discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual bond proceeds received, are reported as general government expenditures.

N. Investment Income

Excluding the permanent funds, investment income derived from major and nonmajor governmental funds is legally assigned to the general fund unless otherwise directed by Massachusetts General Laws (MGL).

O. Compensated Absences

Employees are granted sick and vacation leave in varying amounts. Upon retirement, termination or death, certain employees are compensated for unused sick and vacation leave (subject to certain limitations) at their then current rates of pay.

Government-Wide and Proprietary Fund Financial Statements

The total amount to be paid in future years is presented in the government-wide and proprietary funds statement of net position. The liability for vacation leave is based on the amount earned but not used; for sick leave, it is based on the amount accumulated at the balance sheet date (vesting method).

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

Governmental Fund Financial Statements

The portion of the liability related to unused sick and vacation time that has matured or is due as of June 30, 2020 is recorded in the governmental fund financial statement.

P. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net pension of the Worcester Regional Retirement System (System) and the Massachusetts Teachers Retirement System (MTRS). Additions to/deductions from the System's fiduciary net position have been determined on the same basis as they are reported by the System. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Q. Post Retirement Benefits

Government-Wide and Fund Financial Statements

In addition to providing pension benefits, health insurance coverage is provided for retired employees and their survivors in accordance with Chapter 32B of Massachusetts General Laws, under various contributory plans. The cost of providing health insurance is recognized by recording the employer's 50% share of insurance premiums in the general fund in the fiscal year paid. All benefits are provided through third-party insurance carriers and health maintenance organizations that administer, assume, and pay all claims.

R. Use of Estimates

Government-Wide and Fund Financial Statements

The preparation of the accompanying financial statements in conformity with accounting principles generally accepted in the United States of America, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could vary from estimates that were used.

S. Total Column

Government-Wide Financial Statements

The total column presented on the government-wide financial statements represents consolidated financial information.

Fund Financial Statements

The total column on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not comparable to the consolidated financial information.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 2 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Budgetary Basis of Accounting

Pursuant to Chapter 44, Section 32 of the Massachusetts General Laws, the Town adopts an annual budget for the general fund. The budgets for all departments and operations of the Town, except that of the public schools, are prepared under the direction of the Town Administrator. The School Department budget is prepared under the direction of the School Committee. The level of expenditures may not legally exceed appropriations for each department or undertaking in the following categories: (1) salaries and wages; (2) ordinary maintenance; (3) and capital outlays.

The majority of appropriations are non-continuing which lapse at the end of each fiscal year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior fiscal year be carried forward and made available for spending in the current fiscal year. These carry forwards are included as part of the subsequent fiscal year's original budget.

Original and supplemental appropriations are enacted upon by a Town Meeting vote. Management may not amend the budget without seeking the approval of the governing body. The Town's Finance Committee can legally transfer funds from its reserve fund to other appropriations within the budget without seeking Town Meeting approvals. The original fiscal year 2020 approved budget authorized \$24,884,511 in current year appropriations and other amounts to be raised, and \$121,799 in encumbrances and appropriations carried over from previous fiscal years. Supplemental appropriations of \$373,000 were approved at one Special Town Meeting during fiscal year 2020.

The Town Accountant has the responsibility to ensure that budgetary controls are maintained and monitored through the accounting system.

B. Budgetary – GAAP Reconciliation

For budgetary financial reporting purposes, the Uniform Municipal Accounting System basis of accounting (established by the Commonwealth) is followed, which differs from the GAAP basis of accounting. A reconciliation of budgetary-basis to GAAP-basis results for the general fund for the fiscal year ended June 30, 2020, is presented below:

Net change in fund balance - budgetary basis	\$ 343,165
Basis of accounting differences:	
Net Stabilization fund activity	21,665
Increase in revenue for on-behalf payments - MTRS	3,660,244
Increase in expenditures for on-behalf payments - MTRS	<u>(3,660,244)</u>
Net change in fund balance - GAAP basis	<u>\$ 364,830</u>

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

C. Deficit Fund Balances

Several individual fund deficits exist within the special revenue and capital project fund. These individual deficits will be eliminated through subsequent fiscal year budget transfers, grants, and/or proceeds from long-term debt during fiscal year 2021.

NOTE 3 – DEPOSITS AND INVESTMENTS

State and local statutes place certain limitations on the nature of deposits and investments available to the Town. Deposits (including demand deposits, term deposits and certificates of deposit) in any one financial institution may not exceed certain levels unless collateralized by the financial institutions involved.

Deposits

▪ *Custodial Credit Risk – Deposits*

Custodial credit risk is the risk that in the event of bank failure, the Town's deposits may not be returned. Massachusetts General Law Chapter 44, Section 55, limits the deposits "in a bank or trust company, or banking company to an amount not exceeding sixty percent (60%) of the capital and surplus of such bank or trust company or banking company, unless satisfactory security is given to it by such bank or trust company or banking company for such excess."

The Town does not have a formal deposit policy for custodial credit risk.

The Town carries deposits that are fully insured by the Federal Deposit Insurance Corporation (FDIC), and the Depositor's Insurance Fund (DIF). The Town also carries deposits that are uninsured and uncollateralized.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

The following table illustrates how much of the Town's bank deposits are insured and how much of the Town's bank deposits are uninsured and uncollateralized as of June 30, 2020:

Total bank balances		<u>\$ 6,061,692</u>
Bank balances covered by deposit insurance		
Federal Deposit Insurance Corporation (FDIC)	1,207,720	
Depositors Insurance Fund (DIF)	<u>3,953,487</u>	
Total bank balances covered by deposit insurance		5,161,207
Balances subject to custodial credit risk		
Bank balances uninsured & uncollateralized	<u>900,485</u>	
Total bank balances subject to custodial credit risk		<u>900,485</u>
Total bank balances		<u>\$ 6,061,692</u>

Investments

Investments can also be made in securities issued by or unconditionally guaranteed by the U.S. government or agencies that have a maturity of less than one year from the date of purchase, repurchase agreement guaranteed by the U.S. government or agencies that have a maturity of less than one year from the date of purchase, repurchase agreements guaranteed by such securities with maturity dates of no more than 90 days from the date of purchase, and units in the Massachusetts Municipal Depository Trust (MMDT). The Treasurer of the Commonwealth of Massachusetts oversees the financial management of the MMDT, a local investment pool for cities, towns, and other state and local agencies within the Commonwealth. The Town's fair value of its investment in MMDT represents their value of the pool's shares. The Town's Trust Funds have expanded investment powers including the ability to invest in equity securities, corporate bonds, annuities and other specified investments.

The composition of the Town's bank recorded deposits and investments fluctuates depending primarily on the timing of property tax receipts, proceeds from borrowings, collections of state and federal aid, and capital outlays throughout the year.

a) Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. For short-term investments that were purchased using surplus revenues, Massachusetts General Law Chapter 44, Section 55, limits the Town's investments to the top rating issued by at least one nationally recognized statistical rating organization (NRSROs).

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

Presented below is the actual rating as of year-end for each investment type of the Town.

Investment type	Fair value	Minimum Legal Rating	Rating as of Year End						
			Aaa	A1	A2	A3	Baa1	Baa2	Unrated
U.S. Government & Agency Securities	\$ 566,957	N/A	\$ 566,957	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Certificates of Deposit	271,403	N/A	-	-	-	-	-	-	271,403
Common Stock	164,387	N/A	-	-	-	-	-	-	164,387
Corporate Bonds	759,178	N/A	70,624	91,926	171,225	81,088	172,999	171,316	-
Fixed Income Mutual Funds	37,462	N/A	-	-	-	-	-	-	37,462
Money Market Mutual Funds	42,560	N/A	-	-	-	-	-	-	42,560
Total Investments	\$ 1,841,947		\$ 637,581	\$ 91,926	\$ 171,225	\$ 81,088	\$ 172,999	\$ 171,316	\$ 515,812

The Town has not adopted a formal policy related to credit risk.

b) Custodial Credit Risk

For an investment, this is the risk that, in the event of a failure by the counterparty, the Town will not be able to recover the value of its investments or collateral security that are in possession of an outside party. The Town has no custodial credit risk exposure related to the corporate bonds, U.S. Government & Agency securities, certificates of deposit, and common stock because the related securities are registered in the name of the Town. The fixed-income and money market mutual funds investments are not exposed to custodial credit risk because their existence is not evidenced by securities that exist in physical or book entry form.

The Town does not have an investment policy for custodial credit risk.

c) Interest Rate Risk

Interest rate risk is the risk of changes in market interest rates which will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the risk of its fair value to change with the market interest rates. The Town does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

Information about the sensitivity of the fair values of the Town's investments to market interest rate fluctuations is as follows:

<u>Investment type</u>	<u>Fair value</u>	<u>Investment maturities (in years)</u>	
		<u>Less than 1</u>	<u>1-5</u>
<u>Debt Related Securities:</u>			
U.S. Government & Agency Bonds	\$ 566,957	\$ 145,663	\$ 421,294
Fixed Income Mutual Funds	37,462	37,462	-
Certificates of Deposit	271,403	189,315	82,088
Corporate Bonds	759,178	287,708	471,470
Total - Debt related securities	<u>1,635,000</u>	<u>660,148</u>	<u>974,852</u>
<u>Other Investments:</u>			
Common Stock	164,387	164,387	-
Money Market Mutual Funds	42,560	42,560	-
Total Other Investments	<u>206,947</u>	<u>206,947</u>	<u>-</u>
Total Investments	<u>\$ 1,841,947</u>	<u>\$ 867,095</u>	<u>\$ 974,852</u>

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

d) *Concentration of Credit Risk*

The Town places no limit on the amount the government may invest in any one issuer. More than 5% of the Town's investments are in the following securities:

<u>Issuer</u>	<u>Percentage of Total Investments</u>
AT&T - Corporate Bonds	5.44%
Georgia Power - Corporate Bonds	5.37%

e.) *Fair Market Value of Investments*

The Town holds investments that are measured at fair value on a recurring basis. Because investing is not a core part of the Town's mission, the Town determines that the disclosures related to these investments only need to be disaggregated by the major type. The Town chooses a tabular format for disclosing the levels within the fair value hierarchy.

The Town categorizes its fair value measurement within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the assets. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

The Town has the following recurring fair value measurement as of June 30, 2020.

Investment Type	June 30, 2020	Fair Value Measurements Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Debt securities				
U.S. Government and Agency	\$ 566,957	\$ 566,957	\$ -	\$ -
Corporate Bonds	759,178	-	759,178	-
Certificates of Deposit	271,403	271,403	-	-
Fixed Income Mutual Funds	37,462	-	37,462	-
Total debt securities	1,635,000	838,360	796,640	-
Other Investments				
Common Stock	164,387	164,387	-	-
Money Market Mutual Funds	42,560	42,560	-	-
Total other investments	206,947	206,947	-	-
Total investments measured at fair value	1,841,947	\$ 1,045,307	\$ 796,640	\$ -
Investments measured at amortized cost				
Massachusetts Municipal Depository Trust - (MMDT)	157,886			
Total Investments	\$ 1,999,833			

U.S. Government and Agency, Common Stock, Certificates of Deposit, and Money Market Mutual Funds classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities. Corporate bonds and fixed income mutual funds classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities relationship to benchmark quoted prices.

Massachusetts Municipal Depository Trust (MMDT) investments are valued at amortized cost. Under the amortized cost method an investment is valued initially at its cost and adjusted for the amount of interest income accrued each day over the term of the investment to account for any difference between the initial cost and the amount payable at its maturity. If amortized cost is determined not to approximate fair value, the value of the portfolio securities will be determined under procedures established by the Advisor.

**TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020**

NOTE 4 – RECEIVABLES

The receivables at June 30, 2020 for the Town’s individual major and non-major governmental funds, in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

Receivables:	Gross Amount	Allowance for Uncollectibles	Net Amount
Real estate and personal property taxes	\$ 390,339	\$ (70,900)	\$ 319,439
Tax liens	731,914	-	731,914
Motor vehicle excise taxes	120,010	(31,200)	88,810
Departmental and other	351,474	(236,550)	114,924
Intergovernmental	128,598	-	128,598
Total	<u>\$ 1,722,335</u>	<u>\$ (338,650)</u>	<u>\$ 1,383,685</u>

The receivables at June 30, 2020, for the enterprise funds consist of the following:

Receivables:	Gross Amount	Allowance for Uncollectibles	Net Amount
<i>Water</i>			
User fees	\$ 207,008	\$ -	\$ 207,008
Intergovernmental	15,544	-	15,544
<i>Sewer</i>			
User fees	283,834	-	283,834
Intergovernmental	532,416	-	532,416
Total	<u>\$ 1,038,802</u>	<u>\$ -</u>	<u>\$ 1,038,802</u>

**TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020**

Governmental funds report deferred inflows of resources in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with revenues that have been received, but not yet earned. At the end of the current fiscal year, the various components of deferred inflows of resources reported in the governmental funds were as follows:

Deferred Inflows of Resources Analysis			
Deferred Inflows:	General Fund	Nonmajor Governmental Funds	Total
Deferred Property Taxes	\$ 935,109	\$ -	\$ 935,109
Deferred Other Revenue	88,810	114,924	203,734
 Total	 \$ 1,023,919	 \$ 114,924	 \$ 1,138,843

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 5 – CAPITAL ASSETS

Capital asset activity for the fiscal year ended June 30, 2020 was as follows:

Governmental Activities:	Beginning Balance	Increases	Decreases	Ending Balance
<i>Capital assets not being depreciated:</i>				
Land	\$ 3,986,749	\$ -	\$ -	\$ 3,986,749
Construction in progress	94,553	-	(62,342)	32,211
Total capital assets not being depreciated	4,081,302	-	(62,342)	4,018,960
<i>Capital assets being depreciated:</i>				
Buildings and improvements	30,312,478	22,828	17,379	30,352,685
Furniture, fixtures and equipment	1,703,245	-	-	1,703,245
Vehicles	3,437,663	520,404	44,963	4,003,030
Infrastructure	16,026,633	686,632	-	16,713,265
Total capital assets being depreciated	51,480,019	1,229,864	62,342	52,772,225
<i>Less accumulated depreciation for:</i>				
Buildings and improvements	(15,994,681)	(725,948)	-	(16,720,629)
Furniture, fixtures and equipment	(1,248,364)	(66,341)	-	(1,314,705)
Vehicles	(2,580,588)	(243,182)	-	(2,823,770)
Infrastructure	(7,776,945)	(363,412)	-	(8,140,357)
Total accumulated depreciation	(27,600,578)	(1,398,883)	-	(28,999,461)
Total capital assets being depreciated, net	23,879,441	(169,019)	62,342	23,772,764
Total governmental activities capital assets, net	\$ 27,960,743	\$ (169,019)	\$ -	\$ 27,791,724

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

Business-Type Activities:	Beginning Balance	Increases	Decreases	Ending Balance
<i>Capital assets not being depreciated :</i>				
Land	\$ 406,161	\$ -	\$ -	\$ 406,161
Construction in progress	5,148,432	343,154	-	5,491,586
Total capital assets not being depreciated	5,554,593	343,154	-	5,897,747
<i>Capital assets being depreciated:</i>				
Buildings and improvements	7,543	-	-	7,543
Furniture, fixtures and equipment	558,317	-	-	558,317
Vehicles	282,250	-	-	282,250
Infrastructure	24,542,545	-	-	24,542,545
Total capital assets being depreciated	25,390,655	-	-	25,390,655
<i>Less accumulated depreciation for:</i>				
Buildings and improvements	(7,543)	-	-	(7,543)
Furniture, fixtures and equipment	(352,810)	(13,228)	-	(366,038)
Vehicles	(201,867)	(15,989)	-	(217,856)
Infrastructure	(12,459,871)	(496,343)	-	(12,956,214)
Total accumulated depreciation	(13,022,091)	(525,560)	-	(13,547,651)
Total capital assets being depreciated, net	12,368,564	(525,560)	-	11,843,004
Total business-type activities capital assets, net	\$ 17,923,157	\$ (182,406)	\$ -	\$ 17,740,751

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental Activities:	
General government	\$ 12,737
Public safety	226,264
Education	694,754
Public works	434,291
Culture and recreation	30,837
Total depreciation expense - governmental activities	\$ 1,398,883
Business-Type Activities:	
Water	\$ 289,164
Sewer	236,396
Total depreciation expense - business-type activities	\$ 525,560

NOTE 6 – CAPITAL LEASES

The Town has entered into lease agreements as lessee for financing the acquisition of ambulance, and a freightliner. The lease agreements qualify as capital leases for accounting purposes and, therefore, have been recorded at the present value of the future minimum lease payments as of the inception date.

The assets acquired through the capital leases are as follows:

	Governmental Activities
Assets:	
Vehicles	\$ 221,453
Less: Accumulated depreciation	(55,249)
	\$ 166,204

**TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020**

The future minimum lease obligations and the net present value of the minimum lease payments as of June 30, 2020, are as follows:

Year Ending June 30	Governmental Activites
2021	\$ 48,693
2022	49,461
Total : Minimum lease payments	98,154
Less : Amounts representing interest	(5,409)
Present Value of minimum lease payments	\$ 92,745

NOTE 7 – INTERFUND TRANSFERS

Interfund transfers for the fiscal year ended June 30, 2020, are summarized as follows:

Operating Transfers Out:	Operating Transfers In: General Fund
Nonmajor Governmental Funds	\$ 383,616 (1)
Water Enterprise Fund	105,722 (1)
Sewer Enterprise Fund	111,922 (1)
Total	\$ 601,260

(1) Represents budgeted transfers to supplement the operating budget

**TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020**

NOTE 8 – SHORT-TERM FINANCING

Under state law, and with the appropriate authorization, the Town is authorized to borrow funds on a temporary basis as follows:

- To fund current operations prior to the collection of revenues by issuing revenue anticipation notes (RANS).
- To fund grants prior to reimbursement by issuing grant anticipation notes (GANS).
- To fund Capital project costs incurred prior to selling permanent debt by issuing bond anticipation notes (BANS).
- To fund current project costs and other approved expenditures incurred, that are anticipated to be reimbursed by the Commonwealth, and through the issuance of State Aid anticipation notes (SAANS).

Short-term loans are general obligations of the Town and maturity dates are governed by statute. Interest expenditures and expenses for short-term borrowings are accounted for in the general fund and the sewer enterprise fund respectively.

The following is a summary of changes in short-term debt for the year ended June 30, 2020:

Type	Purpose	Rate (%)	Due Date	Balance at June 30, 2019	Renewed/ Issued	Retired/ Redeemed	Balance at June 30, 2020
<u>Governmental Funds</u>							
BAN	Sidewalks	2.50	12/11/2019	\$ 461,538	\$ -	\$ (461,538)	\$ -
BAN	Various Projects	2.24	12/11/2019	2,500,000	-	(2,500,000)	-
BAN	Various Projects	1.74	12/11/2020	-	475,000	-	475,000
Total Governmental Funds				<u>\$ 2,961,538</u>	<u>\$ 475,000</u>	<u>\$ (2,961,538)</u>	<u>\$ 475,000</u>
<u>Sewer Enterprise Fund</u>							
BAN	Interim Loan	0.00	10/24/2019	<u>\$ 4,024,645</u>	<u>\$ -</u>	<u>\$ (4,024,645)</u>	<u>\$ -</u>

NOTE 9 – LONG-TERM DEBT

The Town is subject to a dual-level, general debt limit: the normal debt limit and the double debt limit. Such limits are equal to 5% and 10%, respectively, of the valuation of taxable property in the Town as last equalized by the Commonwealth's Department of Revenue. Debt may be authorized up to the normal debt limit without state approval. Authorizations under the double debt limit however require the approval of the Commonwealth's Emergency Finance Board. Additionally, there are many categories of general long-term debt which are exempt from the debt limit but are subject to other limitations.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

The following is a summary of the changes in long-term debt for the year ended June 30, 2020:

Bonds and Notes Payable Schedule -Governmental Funds

Project	Interest Rate (%)	Outstanding at June 30, 2019	Issued	Redeemed	Outstanding at June 30, 2020
High School Refunding	4.45%	\$ 715,211	\$ -	\$ 715,211	\$ -
Memorial School	0.99%	59,000	-	59,000	-
Fire Station	3.94%	375,000	-	125,000	250,000
Stormwater Management	2.00%	149,201	-	20,057	129,144
Memorial School Design	2.45%	130,000	-	10,000	120,000
Sidewalks	2.00 - 5.00%	-	423,076	-	423,076
Roadway Improvements	2.00 - 5.00%	-	975,924	-	975,924
Fire Vehicle	2.00 - 5.00%	-	347,000	-	347,000
Highway Vehicle	2.00 - 5.00%	-	445,000	-	445,000
Library Building Repairs	2.00 - 5.00%	-	139,000	-	139,000
Total Bonds Payable		\$ 1,428,412	\$ 2,330,000	\$ 929,268	\$ 2,829,144
Add: Unamortized Bond Premium		-	226,811	-	226,811
Total Bonds Payable Net		\$ 1,428,412	\$ 2,556,811	\$ 929,268	\$ 3,055,955

The annual debt service requirements for principal and interest for Governmental bonds and notes outstanding at June 30, 2020 are as follows:

Fiscal Year	Principal	Interest	Total
2021	\$ 310,462	\$ 149,862	\$ 460,324
2022	330,876	91,658	422,534
2023	211,297	77,023	288,320
2024	211,728	67,380	279,108
2025	217,167	57,591	274,758
2026-2030	1,017,614	147,924	1,165,538
2031-2034	530,000	16,200	546,200
Total	\$ 2,829,144	\$ 607,638	\$ 3,436,782

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

Bonds and Notes Payable Schedule - Water and Sewer Enterprise Funds

Project	Interest Rate (%)	Outstanding at June 30, 2019	Issued	Redeemed	Outstanding at June 30, 2020
Sewer Refunding	0.99%	\$ 30,237	\$ -	\$ 30,237	\$ -
Sewer Refunding	0.99%	30,552	-	30,552	-
Sewer	4.03%	850,000	-	850,000	-
Sewer Refunding	0.00%	-	675,000	-	675,000
Sewer - MWPAT	2.00%	-	5,427,318	-	5,427,318
Total Sewer		<u>910,789</u>	<u>6,102,318</u>	<u>910,789</u>	<u>6,102,318</u>
Water - MWPAT Refunding	4.86%	205,597	-	47,813	157,784
Water	3.94%	30,000	-	10,000	20,000
Water - MWPAT	0.00%	61,482	-	8,783	52,699
Water - Water Treatment Plant	2.51%	3,246,000	-	200,000	3,046,000
Water - Water Treatment Plant	2.51%	244,000	-	15,000	229,000
Total Water		<u>3,787,079</u>	<u>-</u>	<u>281,596</u>	<u>3,505,483</u>
Total		<u>\$ 4,697,868</u>	<u>\$ 6,102,318</u>	<u>\$ 1,192,385</u>	<u>\$ 9,607,801</u>

The annual debt service requirements for principal and interest for water and sewer enterprise funds bonds and notes outstanding at June 30, 2020 are as follows:

Fiscal Year	Principal	Interest	Total
2021	\$ 570,917	\$ 241,041	\$ 811,958
2022	600,690	212,079	812,769
2023	605,565	195,867	801,432
2024	562,952	181,069	744,021
2025	583,040	167,072	750,112
2026-2030	3,035,376	605,198	3,640,574
2031-2035	2,066,460	138,324	2,204,784
2036-2040	<u>1,582,801</u>	<u>-</u>	<u>1,582,801</u>
Total	<u>\$ 9,607,801</u>	<u>\$ 1,740,650</u>	<u>\$ 11,348,451</u>

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

Loans Authorized and Unissued

As of June 30, 2020, the Town has loans authorized and unissued as follows:

Description	Date Authorized	Amount
Septic Betterments	5/17/2011	\$ 200,000
School Roof	11/19/2013	269,617
Waste Water Treatment Improvements	5/16/2015	752,682
Freedom Street Bridge	3/9/2016	76,924
Library Building Repairs	6/19/2018	11,000
School Bond	6/19/2018	225,000
Departmental Equipment	6/19/2018	383,000
Road Construction	6/19/2018	124,076
Stormwater	11/6/2019	100,000
Total		<u>\$ 2,142,299</u>

Changes in Long-term Liabilities

The following is a summary of changes in long-term liabilities for the year ended June 30, 2020:

Governmental Activities:	Beginning Balance	Additions	Reductions	Ending Balance	Current Portion
Bonds and notes payable	\$ 1,428,412	\$ 2,330,000	\$ (929,268)	\$ 2,829,144	\$ 310,462
Add: Unamortized premiums	-	226,811	-	226,811	53,575
Total Bond Payable	1,428,412	2,556,811	(929,268)	3,055,955	364,037
Compensated Absences	799,846	-	(22,770)	777,076	51,714
Capital leases payable	173,949	-	(81,204)	92,745	45,110
Net pension liability	14,400,430	-	(394,042)	14,006,388	-
Postemployment Benefits	42,871,796	1,801,058	-	44,672,854	-
Total governmental activities long-term liabilities	<u>\$ 59,674,433</u>	<u>\$ 4,357,869</u>	<u>\$ (1,427,284)</u>	<u>\$ 62,605,018</u>	<u>\$ 460,861</u>
Business-Type Activities:	Beginning Balance	Additions	Reductions	Ending Balance	Current Portion
Bonds and notes payable	\$ 4,697,868	\$ 6,102,318	\$ (1,192,385)	\$ 9,607,801	\$ 570,917
Compensated Absences	160,509	-	(17,301)	143,208	24,418
Net pension liability	445,374	-	(12,186)	433,188	-
Postemployment Benefits	1,031,284	87,130	-	1,118,414	-
Total business-type activities long-term liabilities	<u>\$ 6,335,035</u>	<u>\$ 6,189,448</u>	<u>\$ (1,221,872)</u>	<u>\$ 11,302,611</u>	<u>\$ 595,335</u>

**TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020**

The governmental activities long-term liabilities are generally liquidated by the general fund.

Massachusetts School Building Authority Reimbursements

Chapter 645 of the Act of 1948 as amended (“Chapter 645”) created a statewide school building assistance program. Pursuant to this program, Cities and Towns issued bonds for eligible school building projects and were reimbursed over a period of years by the Commonwealth according to a statutory percentage for such City or Town.

Legislation enacted as part of the Commonwealth’s Fiscal 2001 budget repealed 645 and created a new school building assistance program codified as Chapter 70B of the Massachusetts General Laws. Among other changes, the new program includes grants for alternatives to construction and calculates grants for each project based on a number of factors. The new legislation does not affect the reimbursement percentages for bonds previously issued under Chapter 645, and the grants for certain “grandfathered” projects will be based on the statutory percentages provided for in Chapter 645.

The Town has been approved for 67% percent state school construction grants through the Massachusetts School Building Authority (MSBA) to cover eligible project costs, including debt service associated with the financing of these projects, subject to annual appropriation by the state legislature. The Town received \$772,236 from scheduled annual payments in FY 2020 from the MSBA for completed school construction projects.

Overlapping Debt

The Town pays assessments under formulas which include debt service payments to other governmental agencies providing services to the Town, (commonly referred to as overlapping debt). The following summary sets forth the long-term debt of such governmental agencies and the estimated share being financed by the Town as of June 30, 2020:

<u>Agency</u>	<u>Total Long-Term Debt Outstanding</u>	<u>Town's Estimated Share</u>	<u>Town's Indirect Debt</u>
Blackstone Valley Regional Vocational Technical High School			
Bonds	\$ 1,885,000	2.1%	\$ 39,585

**TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020**

NOTE 10 – GOVERNMENTAL FUND BALANCE CLASSIFICATIONS

The Town has classified its governmental fund balances with the following hierarchy.

	General Fund	Nonmajor Governmental Funds	Total
Fund Balances			
Nonspendable			
Permanent Fund Principal	\$ -	\$ 57,763	\$ 57,763
Restricted For:			
General Government	-	92,490	92,490
Public Safety	-	726,951	726,951
Education	-	1,699,467	1,699,467
Public Works	-	5,457	5,457
Human Services	-	11,160	11,160
Culture & Recreation	-	241,358	241,358
Expendable Trust Funds	-	22,741	22,741
	-	2,799,624	2,799,624
Committed To:			
Continuing Appropriations			
General Government	47,931	-	47,931
Public Works	23,358	-	23,358
Culture & Recreation	8,223	-	8,223
	79,512	-	79,512
Assigned To:			
Encumbered For:			
General Government	1,415	-	1,415
Public Safety	88,556	-	88,556
Education	25,799	-	25,799
Public Works	165	-	165
Human Services	34,801	-	34,801
Culture & Recreation	3,500	-	3,500
Employee Benefits	246,720	-	246,720
Subsequent Years Expenditures	373,000	-	373,000
Reserved for Petty Cash	220	-	220
Capital Improvements Stabilization Fund	7,468	-	7,468
	781,644	-	781,644
Unassigned			
General Fund	1,345,685	-	1,345,685
General Stabilization	659,807	-	659,807
Non Major Governmental Capital Projects	-	(100)	(100)
General Government	-	(14,811)	(14,811)
Public Safety	-	(92,266)	(92,266)
Public Works	-	(99,819)	(99,819)
Education	-	(192,311)	(192,311)
	2,005,492	(399,307)	1,606,185
Total Governmental Fund Balances	\$ 2,866,648	\$ 2,458,080	\$ 5,324,728

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 11 – STABILIZATION FUNDS

The Town has established two funds where the Town has set aside amounts for emergency and capital needs. These funds consist of the following;

- *The General Stabilization Fund* is used to account for any appropriation, as approved by a 2/3 vote at the annual or special town meeting for additions or reductions to the fund. Any interest shall be added to and become part of the fund. The General Stabilization fund balance is \$659,807 as of June 30, 2020. The fund was established under chapter 40, sub-section 5B of the Massachusetts General Law.

- *The Capital Improvements Stabilization Fund* is used to account for appropriations funding the acquisition, repair, replacement, extension, reconstruction, enlarging and/or additions to capital equipment, vehicles, and apparatus of the Town and pay notes, bonds, or certificates of indebtedness issued to pay for the cost of such acquisition, repair, replacement, extension, reconstruction, enlarging and additions. The Capital Improvements Stabilization fund balance is \$7,468 as of June 30, 2020. The Town may appropriate into and out of the fund at Annual or Special Town Meeting by 2/3 vote. This fund was established under Chapter 40 sub-section 5B of MGL.

NOTE 12 – RISK FINANCING

The Town is exposed to various risks of loss related to torts; theft of, damage to or destruction of assets; errors and omissions; injuries to employees; employee's health and life; and natural disasters.

Buildings are fully insured against fire, theft, and natural disaster to the extent that losses exceed \$1,000 per incident. The fully insurable value of Town buildings is \$66,282,478.

The Town is insured for general liability; however, Chapter 258 of the Massachusetts General Laws limits the Town's liability to a maximum of \$100,000 per claim in all matters except in actions relating to federal civil rights, eminent domain and breach of contract. Such claims are charged to the general fund. There were no such claims in 2020.

The Town changed to MIA as of 7/1/2019. There are 3 plans offered to Active Employees HMO Blue New England, HMO Blue New England Select, & Blue Care Elect Preferred (PPO). There are 2 plans for Retiree's Medex 2 & Manage Blue for Seniors. There are 203 active employees and 103 Retirees. The Town's contribution rate is 80% for all active and retiree plans.

The Town purchases accident policies for uniformed police and fire personnel. The limits vary depending on the nature of the injury and the personnel involved. Accident claims paid to uniformed police and fire personnel was not material in fiscal year 2020.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 13 - POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS

The GASB Standards for *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, requires the following disclosures in the financial statements related to the retiree medical, dental, and life insurance benefits:

Plan Description. The Town of Hopedale's Other Postemployment Benefits Plan ("the plan") is a single-employer, defined benefit, healthcare plan administered by the Town of Hopedale. The plan provides medical and life insurance benefits to eligible retirees and their spouses. Town meeting vote is the authority to establish and amend benefit provisions to the Town. The Town has accepted various sections of Massachusetts General laws Chapter 32B to provide 20% - 35% of the premium cost of retirees' health and 50% for life insurance costs.

Funding Policy. The contribution requirements of plan members and the Town are established and may be amended by Town ordinances. The required contribution is based on projected pay-as-you-go financing requirements. For fiscal year 2020, total Town premiums plus implicit costs for the retiree medical program are \$975,073.

The Commonwealth of Massachusetts passed special legislation that has allowed the Town to establish a postemployment benefit trust fund and to enable the Town to begin pre-funding its other postemployment benefit (OPEB) liabilities.

GASB Statement #75 – OPEB Employer Financial Reporting

Summary of Significant Accounting Policies – For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB and OPEB expenses, information about the fiduciary net position of the Plan and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, the Plan recognizes benefit payments when due and payable in accordance with the benefit terms.

Measurement Date - GASB #75 requires the net OPEB liability to be measured as of a date no earlier than the end of the employer's prior fiscal year and no later than the end of the employer's current fiscal year, consistently applied from period to period. Accordingly, the net OPEB liability was measured as of June 30, 2020 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of July 1, 2018.

Plan Membership – The following table represents the Plan's membership as July 1, 2018:

Active Employees	236
Inactive employees or beneficiaries currently receiving benefits	<u>137</u>
Total	<u><u>373</u></u>

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

Components of OPEB Liability – The following table represents the components of the Plan’s OPEB liability as of June 30, 2020:

Total OPEB Liability	\$ 45,791,268
Less: OPEB plan's fiduciary net position	<u>-</u>
Net OPEB Liability	<u><u>\$ 45,791,268</u></u>

The OPEB plan's fiduciary net position as a percentage of the total OPEB liability	0.00%
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**TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020**

Significant Actuarial Methods and Assumptions – The plan’s total OPEB liability and actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified, that was updated to June 30, 2020 to be in accordance with GASB Statement #75.

Valuation Date:	Actuarially Determined Contribution was calculated as of July 1, 2018.
Actuarial Cost Method:	Individual Entry Age Normal
Asset-Valuation Method:	Market value of assets as of the measurement date, June 30, 2020
Investment Rate of Return	N/A
Municipal Bond Rate:	2.66% as of June 30, 2020 (source: S&P Municipal Bond 20 year high grade index - SAPIHG)
Single Equivalent Discount Rate:	2.75% net of OPEB plan investment expense, including inflation.
Inflation:	2.50% as of June 30, 2020 and for future periods
Salary Increases:	3.00% annually as of June 30, 2020 and for future periods
Cost of Living Adjustment	Not Applicable
Pre-Retirement Mortality:	General: RP-2014 Mortality Table for Blue Collar Employees projected generationally with scale MP-2016 for males and females, set forward one year for females. Teachers: RP-2014 Mortality Table for White Collar Employees projected generationally with scale MP-2016 for males and females.
Post-Retirement Mortality:	General: RP-2014 Mortality Table for Blue Collar Healthy Annuitants projected generationally with scale MP-2016 for males and females, set forward one year for females. Teachers: RP-2014 Mortality Table for White Collar Healthy Annuitants projected generationally with scale MP-2016 for males and females.
Disabled Mortality:	General: RP-2014 Mortality Table for Blue Collar Healthy Annuitants projected generationally with scale MP-2016 for males and females, set forward 1 year. Teachers: RP-2014 Mortality Table for White Collar Healthy Annuitants projected generationally with scale MP-2016 for males and females.

**TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020**

Investment Policy

The Town has not established a formal investment policy. The chart below shows the development of the long term real rate of return on assets that could be used for funded periods if the investment policy were adopted.

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Domestic equity - large cap	20.00%	4.90%
Domestic equity - small/mid cap	10.00%	5.40%
International equity - developed market	15.00%	5.32%
International equity - emerging market	10.00%	6.26%
Domestic fixed income	30.00%	1.40%
International fixed income	10.00%	1.30%
Alternatives	5.00%	6.32%
Real Estate	0.00%	6.25%
Cash and Cash Equivalentents	0.00%	0.00%
Total	100.00%	

Discount Rate – The discount rate used to measure the total OPEB liability was 2.75% as of June 30, 2020. The projection of cash flows used to determine the discount rate assumed that contributions will be made in accordance with the Plan’s funding policy.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

Changes in the Net OPEB Liability

	Increase (Decrease)		
	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)
	(a)	(b)	(a) - (b)
Balance at June 30, 2019	\$ 43,903,080	\$ -	\$ 43,903,080
Charges for the year			
Service cost	1,627,241	-	1,627,241
Interest on Total OPEB Liability, Service Cost and Benefit Payments	1,238,768	-	1,238,768
Differences between actual and expected experience	(2,748)	-	(2,748)
Employer Contributions to Trust	-	975,073	(975,073)
Benefit payments withdrawn from trust	-	(975,073)	975,073
Benefit payments including implicit cost	(975,073)	-	(975,073)
	1,888,188	-	1,888,188
Net Change	1,888,188	-	1,888,188
Balance at June 30, 2020	\$ 45,791,268	\$ -	\$ 45,791,268

Changes in the Net OPEB Liability

Sensitivity of the net OPEB liability and Service Cost to changes in the discount rate – The following table presents the Plan’s net OPEB liability, and Service Cost calculated using the discount rate of 2.75% as well as what the net OPEB liability and service costs would be if it were calculated using a discount rate that is 1 percentage- point lower (1.75%) or 1 percentage-point higher (3.75%) than the current rate.

	1% Decrease (1.75%)	Current Discount Rate (2.75%)	1% Increase (3.75%)
Net OPEB liability	\$ 55,304,858	\$ 45,791,268	\$ 38,471,663
Service Cost	\$ 2,209,080	\$ 1,627,241	\$ 1,214,928

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

Sensitivity of the net OPEB liability and Service Cost to changes in the healthcare trend – The following table presents the net other postemployment benefit liability and service cost calculated using the current healthcare trend rate of 4.5% as well as what the net OPEB liability and service cost would be if it were calculated using a healthcare trend rate that is 1 percentage-point lower or 1 percentage-point higher than the current rate.

	1% Decrease (3.50%)	Current Trend (4.50%)	1% Increase (5.50%)
Net OPEB liability	\$ 37,711,533	\$ 45,791,268	\$ 56,571,072
Service Cost	\$ 1,217,449	\$ 1,627,241	\$ 2,218,728

Deferred Outflows/Inflows of Resources

At June 30, 2020 the Town reported deferred outflows and inflows of resources related to OPEB of \$4,124,395 and \$1,319,469 respectively.

The balances of deferred outflows and inflows as June 30, 2020 consist of the following:

<u>Deferred Category</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>	<u>Total</u>
Differences between actual and expected experience	\$ -	\$ (1,319,469)	\$ (1,319,469)
Changes in Assumptions	4,124,395	-	4,124,395
Total Deferred Outflows (Inflows) of Resources	<u>\$ 4,124,395</u>	<u>\$ (1,319,469)</u>	<u>\$ 2,804,926</u>

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

The Town's net deferred outflows/(inflows) of resources related to other postemployment benefits will be recognized in future years other postemployment benefits as follows:

Year ended June 30	Amount
2021	\$ 617,919
2022	617,919
2023	617,919
2024	617,919
2025	333,478
Thereafter	(228)
Total Deferred Outflows/(Inflows) Recognized in Future Years	\$ 2,804,926

Changes of Assumption – None

Changes in Plan Provisions - None

NOTE 14 – PENSION PLANS

A. Plan Descriptions

The Town is a member of the Worcester Regional Retirement System (The System), a cost-sharing multiple-employer, contributory defined benefit pension plan covering eligible employees of the 99 member units deemed eligible by the system. Chapter 32 of the Massachusetts General Law assigns authority to establish and amend benefit provisions of the system. Substantially all employees are members of the system except for public school teachers and certain school administrators.

The System issues a publically available audited financial report that may be obtained by contacting the system at 23 Midstate Drive, Suite 106 Midstate Office Park, Auburn, Massachusetts 01501. The report can also be obtained online at <http://worcesterregionalretirement.org/>.

The Town is a member of the Massachusetts Teachers' Retirement System (MTRS), a cost-sharing multi-employer defined benefit plan. MTRS is managed by the Commonwealth of Massachusetts (Commonwealth) on behalf of municipal teachers and municipal teacher retirees. The Commonwealth is a nonemployer contributor and is responsible for 100% of the contributions and future benefit requirements of the MTRS. The MTRS covers certified teachers in cities (except Boston), towns, regional school districts, charter schools, educational collaboratives, and Quincy College. The MTRS is part of the Commonwealth's reporting entity and the audited financial report may be obtained by visiting <http://www.mass.gov/osc/publications-and-reports/financial-reports/>. The MTRS report may also be obtained by contacting MTRS at One Charles Park, Cambridge, Massachusetts 02142-1206.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

Special Funding Situation

The Commonwealth is a nonemployer contributor and is required by statute to make 100% of all actuarially determined employer contributions on behalf of the Town to the MTRS. Therefore, the Town is considered to be in a special funding situation as defined by GASB Statement No.68, *Accounting and Financial Reporting for Pensions* and the Commonwealth is a nonemployer contributor in MTRS. Since the Town does not contribute directly to MTRS, there is no net pension liability to recognize. The total of the Commonwealth provided contributions have been allocated based on each employer's covered payroll to the total covered payroll of employers in MTRS as of the measurement date of June 30, 2019. The Town's portion of the collective pension expense, contributed by the Commonwealth, of \$3,660,224 is reported in the general fund as intergovernmental revenue and pension expense in the current fiscal year. The portion of the Commonwealth's collective net pension liability associated with the Town is \$30,183,263 as of the measurement date.

The "System" and the MTRS are contributory defined benefit plans and membership in both the "System" and the MTRS is mandatory upon commencement of employment for all permanent, full-time employees.

B. Benefits Provided

The System and MTRS provide retirement, disability, survivor and death benefits to plan members and beneficiaries. Massachusetts Contributory Retirement System benefits are with certain minor exceptions, uniform from system to system. For employees who become members prior to April 2, 2012, the annual amount of retirement allowance is based on the member's final three-year average salary multiplied by (1) the number of years and full months of creditable service at the time of retirement and (2) a percentage based on age at retirement in accordance with a schedule provided by state law. Assuming normal retirement at age 65, this percentage is 2.5%, which is reduced for individuals who retire prior to age 65 to reflect the longer pay out period. The employees final three-year average salary is defined as the greater of the highest consecutive three-year average annual rate of regular compensation and the average annual rate of regular compensation received during the last three years of creditable service prior to retirement. For employees who become members on or after April 2, 2012, the annual amount of the retirement allowance is based on the member's final five-year average salary multiplied by (1) the number of years and full months of creditable service at the time of retirement and (2) a percentage based on age at retirement in accordance with a schedule provided by state law. Assuming normal retirement at age 67, this percentage is 2.5%. An employee's final five-year average salary is defined as the greater of the highest consecutive five-year average annual rate of regular compensation and the average annual rate of regular compensation received during the last five-years of creditable service prior to retirement. Employees become vested after ten years of creditable service.

Employees who become permanently and totally disabled for further duty may be eligible to receive a disability retirement allowance. The amount of benefits to be received depends on several factors, including whether or not disability is work related, the employees' age, years of creditable service, level of compensation, and veterans' status.

Employees who resign from service and who are not eligible to receive a retirement allowance or are under the age of 55 are entitled to request a refund of their accumulated total deductions. Survivor benefits are extended to eligible beneficiaries of members whose death occurs prior to or following retirement.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

Cost-of living adjustments granted between 1981 and 1997, and any increase in other benefits imposed by the Commonwealth's state law during those years are borne by the Commonwealth and are deposited in to the pension fund. Cost-of-living adjustments granted after 1997 must be approved by the system and all costs are borne by the system.

C. Contributions

Worcester Regional Retirement System

Chapter 32 of MGL governs the contributions of plan members and member employees. Active plan members are required to contribute to the system at rates ranging from 5 to 9% of their gross regular compensation. Members joining the system after December 31, 1978 must contribute an additional 2% of regular compensation in excess of \$30,000. The rate is keyed to the date upon which an employee's membership commences. The member units are required to pay into the system, a legislatively mandated actuarial determined contribution that is apportioned among the employers based on active current payroll. The Town's proportionate share of the required contribution equaled its actual contribution for the year ended December 31, 2019 which was \$987,717 and 18.87% of covered payroll, actuarially determined as an amount that when combined with plan member contributions, is expected to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability.

D. Pension Liabilities, Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

Pension Liabilities

At June 30, 2020 the Town reported a liability of \$14,439,576 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2019 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2018. Accordingly, updated procedures were used to roll forward the total pension liability to the measurement date. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating members actuarially determined. At December 31, 2019, the Town's proportion was 1.62%.

Pension Expense and Deferred Outflows/Inflows of Resources

For the year ended June 30, 2020 the Town recognized pension expense of \$1,653,332. At June 30, 2020 the Town reported deferred outflows and inflows of resources related to pensions of \$1,218,563 and \$843,431 respectively.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

The balances of deferred outflows and inflows as June 30, 2020 consist of the following:

Deferred Category	Deferred Outflows of Resources	Deferred Inflows of Resources	Total
Net difference between expected and actual experience	\$ 42,402	\$ (86,513)	\$ (44,111)
Assumptions Changes	807,058	-	807,058
Net difference between projected and actual investment earnings	-	(396,606)	(396,606)
Change in allocated proportion	369,103	(360,312)	8,791
Total Deferred Outflows (Inflows) of Resources	<u>\$ 1,218,563</u>	<u>\$ (843,431)</u>	<u>\$ 375,132</u>

The Town's net deferred outflows/inflows of resources related to pensions will be recognized in future years are as follows:

Year ended June 30	Amount
2020	\$ 156,413
2021	229,453
2022	152,568
2023	(187,171)
2024	23,869
Total Deferred Outflows/(Inflows) of Resources Recognized in Future Years	<u>\$ 375,132</u>

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

E. Actuarial assumptions

The total pension liability in the January 1, 2018 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement that was updated to December 31, 2019.

Valuation date	January 1, 2018
Actuarial cost method	Entry age normal
Amortization method	Payment increases 4% per year
Asset valuation method	market value
Inflation rate	2.4% per year
Salary increases	Group 1: 4.25% - 6% based on service Group 4: 4.75% - 7% based on service
Mortality rates:	Based on the RP-2000 mortality table (base year 2009) with full generational mortality improvement using scale BB. For disabled lives, the mortality rates were based on the RP – 2000 mortality table (base year 2012) with full generational mortality improvement using scale BB.
Investment rate of return	7.65%, net of pension plan investment expense, including inflation

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

F. Long-Term Expected Rate of Return

The long-term expected rate of return on pension plan investments was determined using a building block method in which best-estimate ranges of expected future rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of December 31, 2019 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Global equity	39%	4.68%
Fixed income	23%	1.90%
Private equity	13%	8.50%
Real estate	10%	3.70%
Timber - natural resources	4%	4.30%
Portfolio completion strategies	11%	3.40%
Total	<u>100%</u>	

For the year ended December 31, 2019 the System's annual money-weighted rate of return on pension plan investments net of pension plan investment expense was 16.55%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

G. Discount Rate

The discount rate used to measure the total pension liability as of December 31, 2019 was 7.65%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rates and that member employer contributions will be made in accordance with sections 22D and 22F of Chapter 32 of Massachusetts General Laws. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

**TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020**

H. Sensitivity of the net pension liability to changes in the discount rate

The following presents the net pension liability of the system, as of December 31, 2019 calculated using the discount rate of 7.65%, as well as what the system’s net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.65%) or 1 percentage point higher (8.65%) than the current rate:

	1% Decrease (6.65%)	Current Discount Rate (7.65%)	1% Increase (8.65%)
The Towns proportionate share of the net pension liability	<u>\$ 17,620,043</u>	<u>\$ 14,439,576</u>	<u>\$ 11,753,763</u>

Detailed information about the pension plan’s fiduciary net position is available in a separately issued Worcester Regional Retirement System financial report.

NOTE 15 – COMMITMENTS AND CONTINGENCIES

The Town participates in a number of federal award programs. However the Town is not subject to the provisions of the Single Audit Act Amendments of 1996, since the Town did not expend more than \$750,000 of federal awards during the period ended June 30, 2020. These programs may still be subject to financial and compliance audits. Accordingly, the amount of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although it is believed the amount, if any, would not be material.

Various legal actions and claims are pending. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, at June 30, 2020, cannot be ascertained, management believes any resulting liability should not materially affect the financial position at June 30, 2020.

NOTE 16 – COVID-19

On March 10, 2020, the Massachusetts Governor declared a state of emergency in response to the coronavirus outbreak. The World Health Organization officially declared the novel Coronavirus (COVID-19) a pandemic the following day. In an attempt to slow the spread of COVID-19, governments issued various stay at home orders that caused global economic shutdowns and substantial financial market impact. Starting in March 2020, the Governor continued to issue orders allowing governments to operate and carry out essential functions safely. These included modifying the state’s Open Meeting Law, issuing a stay-at-home order, and introducing a phased approach to reopening State businesses. The Town is considered an essential business and although it closed its doors to the public, departments remained operational and employees continued to perform their daily duties in-person or remotely.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

In Fiscal Year 2021 the Town has incurred unanticipated costs specifically related to the pandemic. On March 27, 2020 the United States Federal Government established the Coronavirus Aid, Relief and Economic Security (CARES) Act in response to the economic downfall caused by the COVID-19 pandemic. This Act requires that the payment of funds be used only to cover expenses that; are necessary expenditures incurred due to the public health emergency with respect to COVID-19. The Commonwealth and communities throughout the Commonwealth were awarded a portion of the federal funding. In addition to the funding from the CARES Act, there are several other federal and state grants available to help offset these unanticipated costs.

The full extent of the financial impact cannot be determined as of the date of the financial statements.

NOTE 17 – IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS

During fiscal year 2020, the following GASB pronouncements were implemented:

The GASB issued **Statement #84**, *Fiduciary Activities*, was implemented in 2020. Management’s current assessment is that this pronouncement did not have a significant impact on the Basic Financial Statements.

The GASB issued **Statement #90**, *Majority Equity Interests – an Amendment of GASB Statements No.14 and No.61*, was implemented in 2020. Management’s current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

The GASB issued **Statement #95**, *Postponement of the Effective Dates of Certain Authoritative Guidance*, was implemented in 2020. Management’s current assessment is that this pronouncement did not have a significant impact on the Basic Financial Statements.

The GASB issued **Statement #96**, *Subscription-Based Information Technology Arrangements*, was implemented in 2020. Management’s current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

Future GASB Pronouncements:

The GASB issued **Statement #87**, *Leases*, which is required to be implemented in 2021. Management’s current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

The GASB issued **Statement #89**, *Accounting for Interest Cost Incurred before the End of a Construction Period*, which is required to be implemented in 2021. Management’s current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

TOWN OF HOPEDALE, MASSACHUSETTS
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2020

The GASB issued **Statement #91**, *Conduit Debt Obligations* – which is required to be implemented for reporting periods beginning after December 15, 2020. Earlier application is encouraged. The primary objectives of this statement is to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. . Management’s current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

The GASB issued **Statement #92**, *Omnibus 2020*, which is required to be implemented in 2022. Management’s current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

The GASB issued **Statement #93**, *Replacement of Interbank Offered Rates*, which is required to be implemented in 2022. Management’s current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

The GASB issued **Statement #94**, *Public-Private and Public Partnerships and Availability Payment Arrangements*, which is required to be implemented in 2022. Management’s current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

The GASB issued **Statement #97**, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Service Code 457 Deferred Compensation Plans*, which is required to be implemented in 2022. Management’s current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

**TOWN OF HOPEDALE, MASSACHUSETTS
REQUIRED SUPPLEMENTARY INFORMATION
WORCESTER REGIONAL RETIREMENT SYSTEM
JUNE 30, 2020**

Schedule of the Town's Proportionate Share of the Net Pension Liability

	<u>December 31, 2019</u>	<u>December 31, 2018</u>	<u>December 31, 2017</u>	<u>December 31, 2016</u>	<u>December 31, 2015</u>	<u>December 31, 2014</u>
Town's proportion of the net pension liability	1.62%	1.64%	1.65%	1.54%	1.54%	1.76%
Town's proportionate share of the net pension liability	\$ 14,439,576	\$ 14,845,804	\$ 13,426,826	\$ 12,890,264	\$ 10,942,452	\$ 10,453,798
Town's covered-employee payroll	\$ 5,234,698	\$ 4,428,604	\$ 4,840,183	\$ 5,048,242	\$ 4,874,617	\$ 4,687,132
Town's proportionate share of the net pension liability as a percentage of it's covered-employee payroll	275.84%	335.23%	277.40%	255.34%	224.49%	223.03%
Plan fiduciary net position as a percentage of the total pension liability	47.36%	43.05%	46.40%	42.00%	44.52%	47.94%

Note: This schedule is intended to present information for 10 years. Until a 10 year trend is compiled, information is presented for those years for which the information is available.

See notes to Required Supplementary Information

**TOWN OF HOPEDALE, MASSACHUSETTS
REQUIRED SUPPLEMENTARY INFORMATION
WORCESTER REGIONAL RETIREMENT SYSTEM
JUNE 30, 2020**

SCHEDULE OF TOWN'S CONTRIBUTION

	<u>December 31, 2019</u>	<u>December 31, 2018</u>	<u>December 31, 2017</u>	<u>December 31, 2016</u>	<u>December 31, 2015</u>	<u>December 31, 2014</u>
Actuarially determined contribution	\$ 987,717	\$ 911,521	\$ 833,168	\$ 747,549	\$ 693,509	\$ 694,247
Contribution in relation to the actuarially determined contribution	<u>(987,717)</u>	<u>(911,521)</u>	<u>(833,168)</u>	<u>(747,549)</u>	<u>(693,509)</u>	<u>(694,247)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Town's covered-employee payroll	\$ 5,234,698	\$ 4,428,604	\$ 4,840,183	\$ 5,048,242	\$ 4,874,617	\$ 4,687,132
Contribution as a percentage of covered - employee payroll	18.87%	20.58%	17.21%	14.81%	14.23%	14.81%

Note: This schedule is intended to present information for 10 years. Until a 10 year trend is compiled, information is presented for those years for which the information is available.

See notes to Required Supplementary Information

**TOWN OF HOPEDALE, MASSACHUSETTS
REQUIRED SUPPLEMENTARY INFORMATION
MASSACHUSETTS TEACHERS RETIREMENT SYSTEM
JUNE 30, 2020**

Schedule of the Commonwealth's Collective amounts of the Net Pension Liability

The Commonwealth of Massachusetts is a nonemployer contributor and is required by statute to make all actuarially determined employer contributions on behalf of the member employers which creates a special funding situation. Since the Town does not contribute directly to MTRS, there is no net pension liability to recognize. This schedule discloses the Commonwealth's 100% share of the collective net pension liability that is associated with the Town; the portion of the collective pension expense as both revenue and pension expense recognized by the Town; and the Plan's fiduciary net position as a percentage of total liability.

<u>Fiscal Year</u>	<u>Commonwealth's 100% Share of the Net Pension Liability Associated with the Town</u>	<u>Town's Expense and Revenue Recognized for the Commonwealth's Support</u>	<u>Plan Fiduciary Net Position as a Percentage of the Total Pension Liability</u>
2020	\$ 30,183,263	\$ 3,660,244	53.95%
2019	28,163,290	2,853,942	54.84%
2018	27,295,673	2,848,929	54.25%
2017	26,188,514	2,671,400	52.73%
2016	24,140,072	1,957,979	55.38%
2015	18,782,898	1,304,938	61.64%

Note: This schedule is intended to present information for 10 years. Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**TOWN OF HOPEDALE, MASSACHUSETTS
REQUIRED SUPPLEMENTARY INFORMATION
OTHER POSTEMPLOYMENT BENEFITS
JUNE 30, 2020**

Schedule of the Town's Net OPEB Liability and Related Ratios

	<u>June 30, 2020</u>	<u>June 30, 2019</u>	<u>June 30, 2018</u>
Total OPEB Liability			
Service Cost	\$ 1,627,241	\$ 1,532,390	\$ 1,336,155
Interest on total OPEB liability, service cost, and benefit payments	1,238,768	1,466,765	1,161,115
Changes of benefit terms	-	(3,065,683)	-
Differences between actual and expected experience	(2,748)	(1,897,377)	-
Changes of assumptions	-	5,941,309	-
Benefit Payments	(975,073)	(714,920)	(791,153)
Implicit cost amount	-	(176,414)	-
Net Change in total OPEB liability	<u>1,888,188</u>	<u>3,086,070</u>	<u>1,706,117</u>
Total OPEB liability-beginning	43,903,080	33,936,872	32,230,755
Prior period adjustment	<u>-</u>	<u>6,880,138</u>	<u>-</u>
Total OPEB liability-ending (a)	<u><u>45,791,268</u></u>	<u><u>43,903,080</u></u>	<u><u>33,936,872</u></u>
Plan fiduciary net position			
Contributions-employer	975,073	891,334	791,153
Benefit payments	<u>(975,073)</u>	<u>(891,334)</u>	<u>(791,153)</u>
Net change in plan fiduciary net position	<u>-</u>	<u>-</u>	<u>-</u>
Plan fiduciary net position - beginning	<u>-</u>	<u>-</u>	<u>-</u>
Plan fiduciary net position - ending (b)	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>
Town's net OPEB liability-ending (a)-(b)	<u><u>\$ 45,791,268</u></u>	<u><u>\$ 43,903,080</u></u>	<u><u>\$ 33,936,872</u></u>
Plan fiduciary net position as a percentage of total OPEB liability	0.00%	0.00%	0.00%
Covered-employee payroll	14,853,229	14,420,611	13,628,053
Plan's net OPEB liability as a percentage of covered-employee payroll	308.29%	304.45%	249.00%

Note: This schedule is intended to present information for 10 years. Until a 10-year trend is compiled, information is presented for those years for which information is available

See notes to required supplementary information.

**TOWN OF HOPEDALE, MASSACHUSETTS
REQUIRED SUPPLEMENTARY INFORMATION
OTHER POSTEMPLOYMENT BENEFITS
JUNE 30, 2020**

Schedule of the Town's Contribution

	<u>June 30, 2020</u>	<u>June 30, 2019</u>	<u>June 30, 2018</u>
Actuarially determined contribution	\$ 3,100,442	\$ 3,642,490	\$ 2,885,252
Contributions in relation to the actuarially determined contribution	<u>(975,073)</u>	<u>(891,334)</u>	<u>(791,153)</u>
Contribution deficiency (excess)	<u>\$ 2,125,369</u>	<u>\$ 2,751,156</u>	<u>\$ 2,094,099</u>
Covered-employee payroll	\$ 14,853,229	\$ 14,420,611	\$ 13,628,053
Contributions as a percentage of covered- employee payroll	6.56%	6.18%	5.81%

Note: This schedule is intended to present information for 10 years. Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

TOWN OF HOPEDALE
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2020

Pension Plan Schedules

A. Schedule of the Town's Proportionate Share of the Net Pension Liability

The Schedule of Town's Proportionate Share of the Net Pension Liability details the allocated percentage of the net pension liability; the proportionate share of the net pension liability, and the covered employee payroll. It also demonstrates the net position as a percentage of the pension liability and the net pension liability as a percentage of covered payroll.

B. Schedule of Town's Contribution

Governmental employees are required to pay an annual appropriation as established by PERAC. The appropriation includes the amounts to pay the pension portion of each member's retirement allowance, an amount to amortize the actuarially determined unfunded liability to zero in accordance with the System's funding schedule, and additional appropriations in accordance with adopted early retirement incentive programs. The appropriations are payable on July 1, and January 1. The Town may choose to pay the entire appropriation in July at a discounted rate. Accordingly, actual contributions may be less than the "total appropriation". The pension fund appropriation is allocated to the Town based on covered payroll.

C. Schedule of the Commonwealth's Collective amounts of the Net Pension Liability

The Commonwealth of Massachusetts is a nonemployer contributor and is required by statute to make all actuarially determined employer contributions on behalf of the member employers which creates a special funding situation. Since the Town does not contribute directly to MTRS, there is no net pension liability to recognize. This schedule discloses the Commonwealth's 100% share of the collective net pension liability that is associated with the Town; the portion of the collective pension expense as both a revenue and pension expense recognized by the Town; and the Plan's fiduciary net position as a percentage of the total pension liability.

D. Changes in Plan Provisions – None

Other Postemployment Benefits Schedules

A. Schedule of the Town's Net OPEB Liability and Related Ratios

The Schedule of the Town's Net OPEB Liability and Related Ratios presents multi-year trend information on changes in the plan's total OPEB liability, changes in the plan's net position, and ending net OPEB liability. It also demonstrates the plan's net position as a percentage of the total liability and the plan's net OPEB liability as a percentage of covered-employee payroll.

B. Schedule of the Town's Contribution

The Schedule of the Town's contributions includes the Town's annual required contribution to the plan, along with the contribution made in relation to the actuarially determined contribution. The Town is not required to fully fund this contribution.

C. Changes in Provisions - None

PRELIMINARY DRAFT



TOWN OF HOPEDALE

78 Hopedale Street - P.O. Box 7
Hopedale, Massachusetts 01747

Tel: 508-634-2203 Fax: 508-634-2200

Finance Committee

Preliminary Capital Investment Recommendation¹
September 13, 2021

The below listing comprises the Finance Committee's preliminary capital investment recommendation:

Available Funds (Stabilization)	\$192,000
--	------------------

Department	Items(s)	Amount Requested
Fire/EMS	SCBA	\$18,300 ²
Highway	Leaf-Vac Truck	\$35,245
Tree Warden	Tree preservation/storm damage protection	\$35,000
Town Administration	Computer Network Server	\$7,500
Fire/EMS	CCTV security system	\$5,000
Police	Patrol Rifles (5)	\$7,200
Highway	Small dump truck with plow	\$15,000
Fire/EMS	Misc. Fire Dept. Equipment ³	\$43,755
School	School Van	\$12,500
	Total	\$179,500

¹ Note: This list (items and requested funds) is subject to change pending outstanding inquiries with department heads.

² Amount represents Town's 5% contribution to the total cost. The remaining 95% is covered by grant funding.

³ "Misc. Fire Dept. Equipment" is inclusive of the following: Turn-Out Gear (Coat/Pants/Boots/Helmets), Structural firefighting gear, New firefighter / EMT gear, Pagers (with programming kits), and Wildland firefighting gear.

Board of Selectmen
Regular Meeting Minutes
May 13, 2021, 3:00pm

Present: Chair Keyes, Selectman Arcudi, Selectman Hazard, Town Administrator Schindler\

Chair Keyes called the meeting to order at 3:02PM. Chair Keyes began the meeting with the Pledge of Allegiance.

Review Annual Town Meeting Warrant (Vote)

Town Administrator Schindler started with reviewing the Town Meeting Warrant for the Board. Schindler presented the Warrant draft on her screen. Schindler mentioned that Selectman Arcudi requested to change the order of warrant article 1 and 2. Arcudi stated that he feels the warrant article changing the name from “Board of Selectmen” to “Select Board” is very important and wanted it to be at the beginning. He asked for the Zoning Warrant article regarding cannabis retail, cultivation and testing to be moved up because if this item does not pass it will change future financing and funding going forward. This warrant is also a good segue to the budget warrant items. Town Administrator Schindler stated that the only other change was to Article 12 regarding the Senior Van Program revolving fund needed to be corrected to \$10,000 spending limit and not \$1,000. Selectman Arcudi stated that his main concern is Article 9 and how it will affect employees that do not have contracts going into next year. Chair Keyes and Selectman Hazard stated that they agree with the change of order. Chair Keyes and Selectmen Hazard stated that they have read through the warrant and their main focus is the discussion of Article 9.

Selectman Arcudi stated that his main concern with Article 9 is that he has just been informed of this article this morning. Arcudi stated that the Town has not done an article like this. Arcudi stated that he believes in MGL 50E subsection 7B, the Town fulfills the obligation every time the Town goes through the budget line by line. Arcudi stated that by starting this article/precedent now, the Town will not be able to give any other raises that are in Fire, Highway, Dispatch or Clerical until the contracts are settled. He feels that this will not be possible to get done before July 1, 2021 and have another special town meeting to get them approved. Selectman Arcudi stated that he does not disagree with the spirit of article 9, however, he feels that the Town has now put the raises of dispatch, highway & clerical employees in jeopardy for FY22. These departments have not received raises for 2 years.

Town Administrator Schindler stated that she was not aware that it was an option. In her experience, article 9 was the way the Town has to fund the units. Schindler asked the Board if they wish to remove article 9 and continue to do the agreements the way the Town has in the past. Chair Keyes stated that it appears that the Town has been approving the contracts correctly through the warrants, it is different than Town Administrator Schindler’s experience, however. Chair Keyes stated that he agrees with Selectman Arcudi’s sentiments and wishes the Board were made aware of this article sooner. Chair Keyes stated that if the Board revokes article 9 and continues with how the Town historically has approved this item then it would alleviate any issues. However, he asked that Town Administrator confirm that Town Counsel that how the Town has been addressing this historically is correct.

Chair Keyes and Selectman Arcudi stated that they are comfortable with removing article 9 from the warrant and continue with the allocated monies that is in the budget for the discussed departments for collective bargaining. Selectman Hazard stated that she agrees with removing article 9 as long as there are no liability issues from Town Counsel.

Selectman Hazard made a motion to approve the warrant as is, pending Town Counsel’s guidance pertaining to article 9. Selectman Arcudi seconded the motion.

Hazard – Aye, Arcudi – Aye, Keyes – Aye

Selectman Arcudi made a motion to adjourn. Selectman Hazard seconded the motion.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

Chair Keyes dissolved the meeting at 3:40PM

Submitted by:

Lindsay Mercier

Lindsay Mercier, Executive Assistant

Adopted: _____

Board of Selectmen
Regular Meeting Minutes
May 24, 2021, 7PM

Present Chair Brian R. Keyes, Louis J. Arcudi, III, Glenda A. Hazard, Town Administrator Diana Schindler
Chair Keyes called the meeting to order at 7:00PM. Chair Keyes began the meeting with the pledge of allegiance.

Reorganization of Board of Selectmen - Post Election

Town Administrator Schindler welcomed and congratulated Glenda A. Hazard on winning the election. Selectman Arcudi stated that this will be his last term as a Select Board member and will not be able to take on the role of Chair. Selectwoman Hazard stated that she does not possess the experience to take on this role just yet and feels that Selectman Keyes would be best in the role of Chair at this time.

Selectman Arcudi moved to nominate Selectman Keyes as Chair of the Board of Selectmen. Selectwomen Hazard seconded the motion. Arcudi – Aye, Hazard – Aye, Keyes – Aye

Hopedale Municipal Vulnerability Preparedness Listening Session, Present Mary Hannah Smith, Assistant Environmental Planner, CMRPC. Mary Hannah presented a slideshow regarding the MVP program. She discussed what the MVP program entails, the planning process, workshops that have taken place and the implementation process for the Town of Hopedale.

Consent Items

Approval of March 1, 2021 Regular Minutes

Approval of March 8, 2021 Regular Minutes

Approval of March 15, 2021 Regular Minutes

Selectwomen Hazard was not a board member during these meetings, she will not be voting on these minutes.

Selectman Arcudi made a motion to approve March 1, 2021, March 8, 2021, and March 15, 2021 regular meeting minutes. Chair Keyes seconded the motion. Arcudi – Aye, Keyes – Aye

Accept the Donation from the Reilly Family to offset operational expenses of Police & Fire departments; \$10,000 donation to each department.

Selectman Arcudi moved to accept the donation from the Reilly Family to offset operational expenses of Police and Fire Departments, \$10,000 each. Selectman Hazard seconded the motion.

Chair Keyes stated that in the previous meeting, this item was passed over due to a request for adjustment to the donation letter. Town Administrator Schindler clarified that in the previous meeting the Board asked to move the \$10,000 towards the school to the School Committee for approval, this has been completed. The second Board of Selectmen request was to get more clarification regarding the use of the donations to Police and Fire. Town Administrator Schindler stated that the donor is not interested in submitting a revised letter, however, the donor specified that the donation to Police and Fire is intended to replace \$10,000 in operational expenses to offset any decrease to the budget due to legal expenses from the lawsuit. This donation is not to be used to pay legal fees from the lawsuit. Chair Keyes mentioned that KP Law has been contacted regarding any ethics issues with accepting this donation, KP Law has confirmed there will be no ethical repercussion to the Board of Selectmen accepting this budget.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

Appointments and Resignations: Appointment of Suzanne MacNeil to the Open Space & Recreation Planning Committee, effective May 24, 2021 for an unexpired term.

The Board of Selectmen thanked Suzanne for her interest in the Open Space & Recreation Planning Committee and are grateful for her future work on the committee. Suzanne talked of her experience and interest that will be put toward the committee.

Selectwoman Hazard moved to appoint Suzanne MacNeil to the Open Space & Recreation Planning Committee. Selectman Arcudi seconded the motion. Hazard – Aye, Arcudi – Aye, Keyes – Aye

New Business: Annual Town Meeting Recap; Call for Debt Exclusion (Vote)

Chair Keyes thanked the Town's people that attended the Annual Town Meeting. Town Administrator Schindler stated that in order to be able to purchase some additional capital and equipment purchases for this year, the Town would like to be able to re-access the stabilization monies that was allocated at Town Meeting from free cash. If this debt exclusion vote does not pass, then the Town will need to go back to Town Meeting and take the money back out to use it for operations. Schindler clarified that regarding the debt exclusion, we are asking the Town to excluded debt that is already authorized, the town is in debt service payments. Chair Keyes stated that he would like Chair Hodgen's of the Finance Committee to speak to the Finance Committee's strong debt exclusion recommendation, instead of spending free cash. Chair Keyes stated he does not support draining the free cash account to pay for the shortfall. Schindler stated that Chair Hodgen's is not on this meeting to state the recommendation. Selectman Arcudi clarified that currently, the Town does not have a balanced budget, however, if this debt exclusion passes the Town will then have a budget that is balanced. If this does not pass, then the Town will have to take the monies from the free cash account. Selectman Arcudi stated that if the Town does not have to pull from the free cash account, then the Town will have additional monies to pay for capital items and operational items for multiple departments. Lastly, Selectman Arcudi stated that there are still 4-5 contracts that need to be completed, if the debt exclusion passes then the Town will have the funds to incorporate collective bargaining raises. Town Administrator Schindler stated that the capital expense request should be made available to the public if this vote it to be taken. Town Administrator Schindler clarified that the monies are in stabilization, not free cash.

Selectman Arcudi moved with the debt exclusion vote as it's written by Attorney Riley. Selectwoman Hazard seconded the motion. Arcudi – Aye, Hazard – Aye, Keyes – Aye

Inter-Municipal Agreement for Regional Dispatch Services Between the Towns of Upton and Hopedale. Town Administrator Schindler stated that this is the agreement with the Town of Upton for the call down service for 911. The agreement is extended for 3 years with no increases to the cost. Chief Daige expressed that this has been an excellent arrangement with this Town of Upton. This agreement is solely for the e-911 system, the ring-down. Upton takes Hopedale's 911 calls and does the emergency medical dispatching, which allows Hopedale to get the proper apparatus going at any time for emergency calls. Due to this partnership, the Hopedale Fire Department was able to obtain a \$75,000 grant that will be applied to the dispatch system for all new equipment. Selectman Arcudi thanked Chief Daige and the Town of Upton to continue this agreement for the next 3 additional years at not additional cost to the Town of Hopedale.

Selectman Arcudi moved to accept the inter-municipal agreement for regional dispatch services between the Towns of Upton and Hopedale. Selectwoman Hazard seconded the motion. Hazard – Aye, Arcudi – Aye, Keyes – Aye

Expression of Interest & Full Application for Community One Stop for Growth

Town Administrator Schindler asked the board to share their thoughts regarding this grant application, specifically the Draper Mill redevelopment and the traffic analysis. Selectman Arcudi stated that regarding the mill, the projects listed may be to premature to be asked. However, he feels that this application should be submitted so the Town is in the queue and has gained experience regarding this process.

Old Business: Request to Accept Gift from Virginia A. Larkin and Richard D. Larkin (a 30-foot-wide paved access road into the Hopedale Parklands from the present end of the pavement on Overdale Parkway. Refer to Special Town Meeting, June 24, 1985, Article 7); *Ricardo Lima, Resident; Attorney Tom McLaughlin & Attorney Stephan Rodolakis (representing requesting parties); Katherine Klein, KP Law, Town Counsel*

Attorney Klein stated that they have reviewed Article 7 from a 1985 town meeting, this article stated the Town was asked to accept property from Virginia and Ed Larkin, totaling 703ft of Overdale Parkway. After additional research, Attorney Klein stated that Overdale Parkway is under the jurisdiction of the Board of Selectmen. Attorney Klein presented a title agreement from May 18, 2021, provided by Gould Title Company addressed to Attorney Rodolakis stating the roadway itself is not under the jurisdiction of the Park Commissioner's. There are earlier opinions, one of which from Joseph Antonellis 1999, stated that there is no evidence of any dedication to parklands, Antonellis researched each town meeting warrant from 1918 – 1999 and determined that the land deeded to the town was never dedicated to parklands. The title agreement found that there are 5 deeds that went out for the 703ft space from 5 different parties and the Town already owns the road. None of the 5 deeds state that this is parklands property or dedicated to Article 97. Attorney McLaughlin stated that his findings were the same at Attorney Klein's, he elaborated on the 5 deeds, stating that it was originally comprised of 5, 50ft wide strips of land, which the Town purchased in 1916. Attorney McLaughlin stated that all of the title companies agree that this is Town owned land, and it was not dedicated to parklands. Attorney McLaughlin stated that he represents Ricardo Lima, Lima's property (7-acre parcel purchased from the Larkin family) abuts the 703ft unpaved portion of Overdale Parkway. In June of 1985, the Town meeting approved a warrant article (Article 7) to accept a gift from the Larkin's to pave the road in accordance with Town standards. The article provided that the acceptance of the gift would formally take effect when the Board of Selectmen records a statement accepting the gift at the Worcester Registry of Deeds. Mr. Lima's request is the Board of Selectmen accept the give from the Larkin's in accordance with the 1985 article. There are several restrictions that are imposed from this article for the benefit of the Town. Firstly, the road is to be constructed only with full approval of the Road Commissioner's. Second, only the owners of the 10 lots can pass over the access road, Lima having 4 on the easterly side of the road and Attorney Rodolakis' client having 6 on the westerly side of the road. If any owner allows someone without access onto the road, then that owner loses their rights to use the road. Attorney McLaughlin and Attorney Rodolakis' client have agreed to create a cul-de-sac at the top of the road to create parking spaces to allow residents access to the parklands. Attorney Rodolakis stated that additional protections have been added by his client since the 1985 article. Chair Keyes summarized that if this is accepted then there will be a potential for 10 new homes in Hopedale and also a tax revenue incentive. Attorney Klein stated she would like to see this memorialized in a written agreement. Selectman Arcudi stated that the motion will have to be given to the Board of Selectmen by Attorney Klein. Selectman Arcudi clarified not all 10 homes abut Hopedale Parklands, some homes will abut Mendon, MA. Attorney Rodolakis stated that the 6 lots abut the Hopedale parklands, 1 of Lima's 4 lots abut the parklands. Regarding the written portion of the agreement, Attorney Klein's recommendation is that the Board of Selectmen vote to accept the deeds for the 703ft of Overdale Parkway subject to the Owners of the abutting properties, Blackbrook Realty Corp., and Ricardo Lima. The possible contingencies being bringing the portion of the road up to specifications acceptable to the Road, Commissioner's, Planning Board and its consultants while obtaining and paying for all permits and approvals for a subdivision from all applicable Boards/Commissions. The applicants will create a cul-de-sac and parking spaces (4-5). The applicants would restrict the number of lots, Blackbrook to 6 on its respective property and Ricardo Lima to 4 on his respective property. Once the subdivision for Blackbrook is final and unappealable, Blackbrook would impose a conservation restriction on the remainder of its property in Hopedale based on what the Town's discretion.

Selectman Arcudi moved for discussion the motion specified by Attorney Klein. Selectwoman Hazard seconded.

Selectwoman Hazard asked Attorney Rodolakis for an estimated number that will be deeded to the Hopedale parklands. Attorney Rodolakis stated that they would work cooperatively with the Town, Planning Board and Conservation Commission to maximize the amount of land that would be deeded to the parklands. Not having the precise location of the building envelopes for the lots makes estimating difficult but he stated he's hoping to deed a range of 10-12 acres. Selectman Arcudi wanted to clarify to the residents that if the Board of Selectmen moves forward with this, a stipulation of this agreement is that there is a ring around the property and they will not be able to build anything around it, and if there are other accesses through Mendon, MA to get to subdivisions, this will never encroach on Hopedale. Chair Keyes opened the discussion for resident comment and question. Non-Hopedale Resident Rob Fahey inquired about the validity of the article, due to the land coming from Ricardo Lima instead of the Larkin's. Attorney Klein stated the article is still valid, however it is a peculiar article considering that the gifts of property were already made 70 or so years before this article was written, referencing the earlier deeds from 1916. Attorney Klein stated that she does not think the article is stale by virtue by passage of time and the Board of Selectmen are within their discretion in moving forward if they so choose. She is not aware of any law that would make this article invalid. Attorney Rodolakis stated that he feels the right to make the gift runs with the land. Attorney Klein stated that the gift has already been made in 1916, the land was conveyed over 100 years ago. Chair Keyes wanted to clarify that multiple boards/commissions will be involved in this. Resident Scott Galante asked Selectman Arcudi if he disclosed his relationship with Ricardo Lima due to him being Selectman Arcudi's neighbor. Galante references the Massachusetts ethics code stating any friend or neighbor needs to be disclosed with the Town Clerks office, and asked Selectman Arcudi to recuse himself because a disclosure was not submitted. Selectman Arcudi stated that there is no gain with his involvement regarding this item. Chair Keyes felt it beneficial to add that Ricardo Lima is a Police Sergeant with the Town of Hopedale. Attorney Klein stated that the relationship of a neighbor to a neighbor does not create an appearance of impropriety. Attorney Klein stated that this accusation is qualified by a significant relationship she feels even though they are neighbors, she does not feel this qualifies as a significant relationship. Galante stated that he is a direct abutter of this property being discussed. Selectman Arcudi stated that the Board of Selectmen are not voting on the 10 residential home developments, the Board of Selectmen are strictly voting to accept a gift to the Town. Attorney Klein stated that if the Board of Selectmen do not vote in favor of this item, Attorney Rodolakis' client has the potential of developing more than 10 homes (estimated up to 30), however, if the Board of Selectmen vote favorably, this would then restrict Attorney Rodolakis' client to 10 homes plus protections to the parklands.

Chair Keyes asked for a roll call vote to accept the gift on the motion that was put forth and advised by Town Counsel, Attorney Klein.

Hazard – Nay, Arcudi – Aye, Keyes – Aye

Town Hall Reopening & Board/Committee Meetings Protocol – Effective June 1, 2021

Town Administrator Schindler stated that post COVID town hall would be reopening. As of May 29, 2021, all of the Governors restrictions have been lifted and the emergency order is ending June 15, 2021. Schindler stated that effective June 1, 2021, she would like to allow the public back into Town Hall for regular hours. Schindler proposed to the Board to close the town hall building to the public early on Fridays for employee trainings/professional development. The Board asked to have a discussion regarding a professional development strategy at a future meeting. Regarding COVID, Chair Keyes stated that a reopening plan must be discussed at the next Board meeting.

Selectman Arcudi moved to open the Town Hall to the public for regular hours effective June 1, 2021. Selectwoman Hazard seconded the motion.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

Collective Bargaining Assignments Discussion (Clerical, Public Works, Dispatch, Fire, Call Fire),
Updates and Timeline

Schindler stated that there are 5 units to be negotiated. Schindler asked who the liaisons will be to assist her with negotiations. Chair Keyes stated that the Board of Selectmen are able to assist the Town Administrator. Schindler stated that Selectwoman Hazard is able to assist her with DPW and Clerical negotiations.

Update regarding Notice of Docket Entry 2021-J-0111, Reilly, et als v. Town of Hopedale, et als;
Attorney Riley, KP Law prepared a statement regarding this item, Attorney Riley was not available for tonight's meeting. Chair Keyes read the statement. The plaintiff's response to the Town's motion is due by June 1, 2021, all papers will be filed with Superior Court and we will then ask for a hearing. We oppose their position and submit that the Land Court settlement agreement is valid. If the Town wants to get any of this property and avoid further litigation with the Railroad it will be pursuant to the settlement agreement.

Public and Board Member Comments (votes will not be taken): Memorial Day: Monday, May 31, 2021, at 9 am Ceremony at Hopedale Village Cemetery then moving to South Hopedale Cemetery for 10:30 am Ceremony.

Selectman Arcudi took this time to thank Don Howes for his time and efforts on the Park Commission. He is still an active community member and assists with other Boards.

Correspondence and Selectmen Informational Items (votes will not be taken)

Xfinity RE: Programming Advisory, the distributor of Newsy informed Comcast that effective June 30, 2021, the channel will cease operation as a traditional TV channel. It will continue to be available as part of the Xumo app.

Central Massachusetts Mosquito Control Project personnel will be in our community to respond to residents' concerns about mosquitoes in the area on the following dates: June 1, 2021, June 7, 2021, June 14, 2021, June 21, 2021, and June 28, 2021.

Central Massachusetts Mosquito Control Project, Notice of Upcoming Helicopter Applications Over Selected Wetlands in your Community

Selectman Arcudi moved to enter executive session per the purpose that Chair Keyes read. Selectwoman Hazard seconded the motion.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

Executive Session:

To move into Executive Session, pursuant to M.G.L. c.30A, § 21(a):

For item # (3) To discuss strategy with respect to collective bargaining or litigation that an open meeting may have a detrimental effect on the litigation position of the public body and the chair so declares, which he does. Purpose: Collective Bargaining; Clerical, Public Works & Dispatch Units.

Chair Keyes dissolved the meeting at 11:00PM

Submitted by:

Lindsay Mercier

Lindsay Mercier, Executive Assistant

Adopted: _____

Board of Selectmen
Regular Meeting Minutes
June 14, 2021, 7:00 PM

Present: Chair Keyes, Selectman Arcudi, Selectman Hazard, Town Administrator

Chair Keyes called the meeting to order at 7:00PM. Chair Keyes began the meeting with the Pledge of Allegiance.

7:05 PM: Joint Meeting with Planning Board; to appoint Michael Costanza to the Hopedale Planning Board. Planning Board Committee Present: Chair Steve Chaplin, Jim Khokhar, Kaplan Hasanoglu
Chair Keyes stated that this appointment will be effective immediately. This appointment will carry until the next election cycle next May.

Chair Chaplin stated that the Planning Board has not discussed Mike Costanza's candidacy at previous planning board meetings. Mike Costanza is a long-time resident of Hopedale and Chair Chaplin feels that he would be a great addition to the Planning Board. Kaplan Hasanoglu shared Chair Chaplin's sentiments. Selectman Arcudi and Selectman Hazard stated that they encourage this appointment per the Planning Boards recommendation.

Chair Chaplin made a motion to appoint Michael Costanza to the Planning Board. Kaplan Hasanoglu seconded the motion.

Chaplin – Aye, Hasanoglu – Aye, Khokhar – Aye, Hazard – Aye, Arcudi – Aye, Keyes – Aye

Hasanoglu moved to close the Planning Board meeting. Khokhar seconded the motion.

Khokhar – Aye, Hasanoglu – Aye, Chaplin – Aye

7:15 PM: Meeting with Guardian Energy, Address Submittal of Green Communities Designation Grant to DOER (vote)

Town Administrator Schindler stated that the certification materials for the Green Communities application are in tonight's meeting packet. Schindler stated that Patrick Mahoney from Guardian Energy is on tonight's meeting. Mahoney stated that Guardian Energy has been working with 60-70 municipalities across Massachusetts through the Green Communities Grant Program. Mahoney stated this is an excellent opportunity to increase the Town's energy efficiency while reducing the carbon footprint. Town Administrator Schindler shared to the meeting screen the projects that are going to be implemented. The projects with the quickest paybacks are through the schools (Junior/Senior & Elementary), they will be implementing weatherization and the VFD pumps. Other projects include the Library and Police Department lighting upgrades. Mahoney stated that these projects were selected because the Town was looking for the highest payback. The DOER does have certain requirements that need to be met which was included in these decisions. The DOER requires weatherization before an HVAC project can be started. Mahoney stated that in 2022, Hopedale can apply for the more competitive Green Communities grant cycle and the Town can take on more HVAC related projects now that the weatherization has been addressed.

Selectman Hazard moved to submitting the application designation as presented for the projects listed and to give the Chair authorization to sign on behalf of the Board of Selectmen. Selectman Arcudi seconded the motion.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

Appointments and Resignations

Appointment of Scott Savage to the Hopedale Zoning Board of Appeals (packet)

Scott Savage spoke to the Board regarding his interest and qualification to the Zoning Board of Appeals. The Board stated that they are all excited to see what he will accomplish while on the ZBA and are impressed with Savage's background. Chair Keyes stated that this does not have to be a joint appointment with the ZBA because this is an appointed Board, unlike the Planning Board which is elected and needs a joint meeting.

Selectman Arcudi moved to appoint Scott Savage to the Zoning Board of Appeals for a three-year term effective immediately. Selectman Hazard seconded the motion.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

Resignation of Ed Holland Jr. from the Hopedale Board of Assessors, effective immediately (packet)

Chair Keyes read the letter provided by Ed Holland Jr regarding his resignation. Chair Keyes stated that this is a bittersweet resignation, and that Ed Holland has done tremendous work while on the Board of Assessors. The Board agreed that they will miss his participation with the Town and thanked him for his time and efforts on the BOA.

Selectman Hazard moved to accept the resignation of Ed Holland Jr. from the Board of Assessors, effective immediately. Selectman Arcudi seconded the motion.

Hazard – Aye, Arcudi – Aye, Keyes – Aye

New Business

Vote to Support and Sign IMA & Blackstone Valley Partnership (packet); Inter-Municipal Agreement (IMA) for Local Public Health Services through the Blackstone Valley Public Health Partnership: Town of Northbridge (lead town), Blackstone, Douglas, Hopedale, Mendon, Millville, Upton, Uxbridge; *Bill Fisher, Hopedale Health Agent*

Bill Fisher stated that the Town is eligible for a shared services grant as part of a partnership called the Blackstone Valley Partnership. This is composed of 8 Towns; this partnership is to share public health services. The amount of the grant is \$277,397, this is an annual grant for the next 3 years. Through this grant, two positions will be filled, a Regional Health Inspector and Regional Health Coordinator. The Inspector will be able to assist local inspectors on a state and local level. The coordinator will be more focused on the education side of public health. There will be an oversight committee for this partnership, this will be composed of 2 Board of Health members or staff from each town. This committee will meet quarterly. Bill Fisher stated that after 3-year commitment, they are hoping that the State will renew the funding. However, if the State does not, the Town's are not committed to exceed the 3-year term. Town Administrator Schindler confirmed with Bill Fisher that the IMA in tonight's meeting packet is a draft. Bill Fisher stated that the finalized IMA is scheduled to be provided by the end of June 2021. Due to the IMA not being finalized, a vote will not be taken tonight. The Board of Selectmen stated that they support this partnership and thanked Bill Fisher for his work regarding this. Town Administrator Schindler stated that this item will be put onto a future agenda once the IMA is finalized.

Old Business

Request to Revisit Green River Cannabis Host Community Agreement, Constant Poholek, Owner

Town Administrator Schindler provided an update regarding this agenda item. Schindler stated that there is a standing host community agreement (HCA) with the Town, the address being 54 Mellen St, Hopedale MA 01747. As is required, Poholek had applied to the ZBA for a special permit, however, Poholek was denied the special permit. After receiving word of the ZBA denial, Poholek has filed an appeal. There is a case management conference on June 22, 2021, to proceed with this case.

In the meantime, Poholek wanted to have an audience with the Board of Selectmen to revisit the possibility of relocating to the Charlesview location. Town Administrator Schindler stated that she received from the Cannabis Control Commission (CCC) the paperwork stating the Board signs off on stating the business is approved and has a clear path for permitting. Chair Keyes stated that he would prefer to postpone any hypothetical location discussion with Poholek until the appeals process with the ZBA regarding Mellen Street has concluded. Keyes stated that there is already application and construction of a retail cannabis store at Charlesview. Poholek stated that the location at Charlesview has over 40 parking spaces for customers. Green River Cannabis' business model is different than Caroline's Cannabis, which is already located on Charlesview. If Green River Cannabis were approved to be located on Charlesview, it would be more appointment only retail oriented. The software that Green River Cannabis would be using for Mellen Street is "Dutchie" this allowed consumers to preorder and pick-up orders at specific times, this will alleviate an overflow of traffic by limiting the number of consumers ordering and picking up per day (12 customers per hour/120 customers per day). Poholek requested the Board's approval to transfer the HCA to the Charlesview location and be able to open and go through the ZBA near Caroline's Cannabis or go back to Mellen Street and go by preorder/appointment only. Chair Keyes feels that regardless of the location and or business model, traffic will still be an issue. Selectman Arcudi stated that as a Selectman he cannot overturn the ZBA decision or waive the HCA. Selectman Arcudi stated Green River Cannabis would have to have a public hearing regarding a change of address. Chair Keyes instructed Poholek to organize a public hearing with Town Administrator Schindler.

Review and Submit Green Communities Designation Grant Application (Vote), Ian McElwee, Associate Planner, CMRPC

Town Administrator Schindler stated that this item was discussed with Patrick Mahoney earlier during this meeting due to Ian McElwee being unable to attend, a vote is not needed again.

Town Reopening; KP Law, P.C. eUpdate - Implications of the Rescission of the State of Emergency (packet); Town's Emergency Declaration Expires June 15, 2021

Town Administrator Schindler stated that because the state of emergency expires tomorrow (June 15, 2021) Board and Committee meetings will have to be held in person. A quorum would have to be met in person, however, if the quorum is met in person, other Board/Committee members can meet via zoom. There is no longer a requirement to hold zoom meetings but if the Board/Committee chooses to do so for public attendance that is allowed. The Governor has filed legislation to extend the open meeting law to hold remote meetings and some other provisions, however, it has not passed as of yet. The Hopedale's Emergency Declaration is set up to run concurrent to the State order so there is no need for the Board of Selectmen to vote out this item. Town Administrator Schindler stated that there are requirements to have publicly accessible meetings and to have the meeting minutes available for the public.

Future Agenda Items:

Joint Meeting with COA, Carole Mullen
PFAS Litigation
ARPA

Administrator Updates

Town Administrator Schindler provided projects updates to the Board and public.

Executive Session:

Chair Keyes read the paragraph below regarding executive session.

Selectman Arcudi moved to enter executive session per the purpose that Chair Keyes read. Selectman Hazard seconded the motion.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

For item # (3) To discuss strategy with respect to collective bargaining or litigation that an open meeting may have a detrimental effect on the litigation position of the public body and the chair so declares, which he does. **Purpose: Collective Bargaining; Clerical, Public Works & Dispatch Units.**

Meeting Dissolved 8:40PM

Submitted by:

Lindsay Mercier

Lindsay Mercier, Executive Assistant

Adopted: _____

Commented [LM1]:

Board of Selectmen
Regular Meeting Minutes
June 30, 2021, 7:30PM

Present: Chair Keyes, Selectman Arcudi, Selectman Hazard, Town Administrator Schindler

Chair Keyes called the meeting to order at 7:30PM. Chair Keyes began the meeting with the Pledge of Allegiance.

Appointments and Resignations: Development & Industrial Commission (five members); Saken Khokhar, term to expire June 30, 2026; Nicole G. Small, term to expire June 30, 2025; Tony Faath; term to expire June 30, 2024.

Chair Keyes stated that he is related to one of these candidates, Nicole G. Small, and would like to vote on these appointments individually so that he can recuse himself to avoid conflict of interest. Chair Keyes thanked these three individuals for volunteering their time and effort for the Town of Hopedale. Town Administrator Schindler stated that currently this is a five-member board, however, the parameters have not been set so this board could be anywhere between 5-15 members. MGL states that this board have staggered terms. Selectman Arcudi stated that as of now the Town will be looking for two additional candidates, one expiring in 2024 and the other in 2025. Selectwoman Hazard stated that this committee will assist the implementation of the Master Plan Steering Committees Economic Development Plan.

Selectman Hazard moved to appoint Saken Khokhar to the Development & Industrial Commission with a term to expire on June 30, 2026. Selectman Arcudi seconded the motion.

Hazard – Aye, Arcudi – Aye, Keyes – Aye

Chair Keyes stated that he is recusing himself on the vote of Nicole G. Small to the Development & Industrial Commission per MGL c 268A. However, he highly recommends Nicole Small to this committee.

Selectman Arcudi moved to appoint Nicole Small to the Development & Industrial Commission with a term to expire on June 30, 2025. Selectwoman Hazard seconded the motion.

Arcudi – Aye, Hazard – Aye

Selectwoman moved to appoint Tony Faath to the Development & Industrial Commission with a term to expire on June 30, 2024. Selectman Arcudi seconded the motion.

Hazard – Aye, Arcudi – Aye, Keyes – Aye

Open Space and Recreation Planning Committee; Tara Costanza, unexpired term

Selectwoman Hazard moved to appoint Tara Costanza to the Open Space and Recreation Planning Committee for an unexpired term. Selectman Arcudi seconded the motion.

Hazard – Aye, Arcudi – Aye, Keyes – Aye

Board of Assessors, Ellen Murphy, term to expire June 30, 2023

Selectman Arcudi read the recommendation letter for Ellen Murphy provided by the Principal Assessor, Ann Williams. The letter stated that if Ellen Murphy is appointed, she will be filling the position until June 30, 2023 due to a recent resignation of another member.

Selectman Arcudi moved to appoint Ellen Murphy to the Board of Assessors with a term to expire June 30, 2023. Selectwoman Hazard seconded the motion.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

Appointment of Catherine D'Alessandro, Chestnut Hill Road, Millville to position of Call Firefighter Candidate effective July 1, 2021

Chief Daige stated that he recommends Catherine D'Alessandro as a Call Firefighter.

Selectwoman Hazard moved to appoint Catherine D'Aslessandro as a Call Firefighter Candidate effective July 1, 2021. Selectman Arcudi seconded the motion.

Hazard – Aye, Arcudi – Aye, Keyes – Aye

New Business

Address IGR for Supplemental Tax Assessment: Selectman Arcudi stated that the IGR for Supplemental Tax Assessment was highly recommended by the Principal Assessor and the Board of Assessors. Town Administrator Schindler stated that the Board of Selectmen will not need to take any action if they are keeping this item. The Board of Selectmen would need to vote if they are not going to keep this item. The Board of Selectmen unanimously agreed to keep the IGR for supplemental tax assessment.

Address Inquiries to join PFAS Contamination Litigation (Vote): Town Administrator Schindler stated that the Town is dealing with PFAS and clean-up efforts is underway. This agenda item is for the Board to decide if they feel that there is a responsible party. The Board would then meet with the attorneys and see if there is a chain of liability and compensation for the Town of Hopedale. However, it could be determined that it is the Town's responsibility. Attorney Brian Riley, Town Counsel, wanted to inform the Board that there are attorneys interested in having conversations regarding this topic. Tim Watson, Superintendent of the Water Department stated that he reached out to this law firm today. He was informed that this is in reference to cases that involve firefighting foams. Tim Watson stated that he then spoke with Fire Chief Daige and was informed that Chief Daige knows of no incidents in his tenure using this foam. Selectman Arcudi requested a joint meeting with the Water Department to discuss PFAS litigation and cleanup.

Per MGL c. 44, Sec 53A, Accept ARPA Grant from US Treasury (Vote): Town Administrator Schindler stated that this is the American Recovery Plan Act monies. The US Treasury did not specify a deadline; however, the State has given a deadline of June 30, 2021. Schindler has submitted the request and applied for 50% of the first allotment, totaling 300 sum odd amount. Chair Keyes asked that on a future agenda, the Board discusses in more detail the ARPA Grant. This discussion is to assist residents with better understanding how the monies can be spent and the items the Town would like to apply the monies to.

Selectwoman Hazard moved to accept the ARPA Grant from the US Treasury. Selectman Arcudi seconded the motion.

Hazard – Aye, Arcudi – Aye, Keyes – Aye

Appointments & Reappointments for Terms Expiring June 30, 2021 (Vote): Selectman Arcudi moved to reappoint the individuals on the excel sheet with the exception of the individuals in labeled in yellow, red, and blue. Selectman Arcudi amended the motion to extend the Fire Chief's term from 1 year to 3 years. Selectwoman Hazard seconded the motion.

Town Administrator Schindler stated that Chief Daige's Fire Chief appointment by MGL. The term can be extended to three years.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

Address Results of Debt Exclusion Vote and Next Steps

Town Administrator Schindler stated that there will be a joint meeting with the Finance Committee on July 12, 2021, to further discuss this agenda item. The debt exclusion was a successful vote. The final tally of votes was 180 – 141, in favor of. Due to this vote we now have a balance budget. However, there are some items that the Town will have to bring back to a special town meeting (i.e., union contracts, capital expense items and right of way votes).

Old Business

Beyond Full Request for Rent Forgiveness – Discussion and Vote

Chair Keyes stated that there should be a form of relieve when there are circumstances out of Beyond Full's control, for example, the shutting down of Town Hall. However, now that the state of emergency has been lifted, full rent should be applied.

Selectwoman Hazard moved to grant Beyond Full 75% rent forgiveness for January 2021 and returning to full payment for the months after. Selectman Arcudi seconded the motion.

Hazard – Aye, Arcudi – Aye, Keyes – Aye

Legislation Extending Certain Pandemic-Related Relief Provisions; Update re: Hybrid Meetings

Schindler stated that the Governor's order has extended the quorum requirements for remote meetings. Remote meetings will count as a quorum until next year. Currently, we are working on creating a space in the Draper Room to hold hybrid meetings. Some Boards/Committee's have expressed disinterest in continuing on Zoom. Chair Keyes stated that if there needs to be further investment in Hopedale Cable to create more platforms for streaming then he is in favor of that.

Public and Board Member Comment:

Selectman Arcudi stated that he feels it would be beneficial to have public hours with Board of Selectmen Members, similar to how the Town of Wesley does. This would be by appointment within the hours allocated. Town Administrator Schindler stated that she will get this set up for the Board.

Correspondence and Selectmen Informational Items (votes will not be taken)

Xfinity – RE: Regional Sports Networks

Central Massachusetts Mosquito Control Project (CMMCP) – RE: CMMCP personnel will be in your community to respond to residents' concerns about mosquitoes in their area on the following dates in June/July, June 28, July 6, 12, 19, 26 Dates are tentative and subject to change

TecAssociates Consulting Engineers, Letter to Hopedale Conservation Commission RE: Grafton & Upton Railroad 2021-2025 Vegetation Management Plan

Requests for Future Agenda Items: 7/12 – Joint Meeting with Finance Committee

Chair Keyes dissolved the meeting at 9:06PM

Submitted by:

Lindsay Mercier

Lindsay Mercier, Executive Assistant

Adopted: _____

**Board of Selectmen
Regular Meeting Minutes
August 9, 2021, 7:00 pm**

Present: Chair Keyes, Selectman Arcudi, Selectman Hazard, Town Administrator Schindler

Chair Keyes convened the meeting at 7:03PM. Chair Keyes began the meeting with the Pledge of Allegiance.

Chair Keyes read the executive session meeting purpose. Selectman Hazard moved to enter into executive session per the terms that Chair Keyes read. Selectman Arcudi seconded the motion. Hazard – Aye, Arcudi – Aye, Keyes – Aye

7:05pm Executive Session:

To move into Executive Session, pursuant to M.G.L. c30A, §21(a), Item #2: To conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel; Purpose: Finance Director/Treasurer-Collector Contract; Stephanie L’Etalien present.

The Board of Selectmen returned to the meeting.

Selectman Arcudi made a motion to move New Business item D. 1. to discussion. Selectman Hazard seconded the motion.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

Contract Terms & Conditions per M.G.L. c. 41, §108N1/2 for Finance Director-Treasurer/Collector (Vote).

Chair Keyes stated there was a positive outcome with Treasurer/Collector Stephanie L’Etalien’s contract. This will be a three-year contract. Chair Keyes stated that Stephanie is a great value to the Town and thanked her for her years of service. Selectman Arcudi and Selectman Hazard echoed Chair Keyes sentiments. Town Administrator Schindler stated that the Town will make the contract public now that the executive session has commenced.

Selectman Arcudi moved to ratify the contract for Stephanie L’Etalien regarding the Finance Director position effective immediately. Selectman Hazard seconded the motion.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

7:20pm Presentation of Final Agreement with Conditions to Accept Gift from Virginia A. Larkin and Richard D. Larkin (a 30-foot-wide paved access road into the Hopedale Parklands from the present end of the pavement on Overdale Parkway. Refer to Special Town Meeting, June 24, 1985, Article 7); Ricardo Lima, Resident; Attorney Tom McLaughlin & Attorney Stephan Rodolakis (representing requesting parties); Katherine Klein, KP Law, Town Counsel

Schindler stated that the Board has voted already to accept this gift of the road, the agreement presented is the detailed terms of the agreement. Attorney Klein stated that Blackbrook realty Corp., and Mr. Lima have already signed the agreement. The terms of the agreement are in accordance with the warrant article from 1985, stating the Town agrees to accept the gift from Mr. Lima and Blackbrook Realty Corp., because they are now the owners of the property. The Town is not obligated to maintain the road until it is accepted as a public way. This agreement provides that the property owners will upgrade the road to Town specifications unless they receive waivers from those specifications from the Planning Board. It provides for the creation of 4 or 5 parking spaces for the Town at the end of Overdale Parkway. It limits the number of lots that can be created along this road to 6 along Blackbrook Realty Corps. Side and 4 on Mr. Lima's side. Regarding Blackbrook's subdivision, pending Planning Board response, it provides that the land outside of the subdivision will be deeded to the Town outright or a conservation restriction will be put upon the property as well as the property in the town of Mendon, MA which will be available for public access. Chair Keyes stated that all parties need to sign the document that the Town Clerk has. Chair Keyes thanked the hard work that was put into this conclusion by all parties.

7:45pm Green River Cannabis Amended HCA, 5 Condon Way, Unit E; Constant Poholek, Owner
Chair Keyes noted that the address for Green River Cannabis has changed from recent discussions with Mr. Poholek, Town Administrator Schindler stated that this is the only change to the HCA for Green River Cannabis. Poholek stated that the previous address, 54 Mellen St, was denied by the ZBA for reasons regarding neighborhood traffic, access, and other items, Poholek stated that 54 Mellen St was zoned for Cannabis. Poholek stated that the decision was appealed, and they are still in land court. Poholek stated that 5 Condon Way, Unit E feels that this area would be appropriate for Green River Cannabis by spreading out the cannabis stores located in the Town of Hopedale, stating that each store is at least 1 mile apart. Poholek stated that the retail store would be operated as a limited appointment/online order type facility. He stated that he is waiting on the ZBA approval for this address. Poholek received a response from the Cannabis Control Commission regarding the proximity of the federal building, the Cannabis Control Commission stated that it is up to the Town's discretion. Selectman Arcudi stated that if the address change gets approved tonight for 5 Condon Way, Poholek would need to dismiss the land court case because he cannot have two addresses simultaneously. Chair Keyes stated that the HCA for 54 Mellen St will be terminated if the Board of Selectmen vote to approve the address change to 5 Condon Way.

Selectman Arcudi moved to accept the address change for Green River Cannabis from 54 Mellen Street to 5 Condon Way, Unit E, with the stipulation that once the Board of Selectmen approve this address change, Green River Cannabis will dismiss their court case with the land court. Selectwoman Hazard seconded the motion.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

Consent Items: Approval of April 20, 2021 Regular Minutes, Approval of May 10, 2021 Regular Minutes, Approval of May 13, 2021 Regular Minutes, Approval of June 14, 2021 Regular Minutes, Approval of July 12, 2021 Regular Minutes

Selectman Arcudi stated the regular minutes cannot be approved collectively due to Selectwoman Hazard not being a Board member at that time. Selectwoman Hazard was not a board member during the April 20, 2021, May 10, 2021 and July 12, 2021 meetings.

Selectman Arcudi moved to approve the April 20, 2021, May 10, 2021 and July 12, 2021 regular meeting minutes. Chair Keyes seconded the motion.

Arcudi – Aye, Keyes – Aye

Selectman Arcudi inquired about the \$10,000 donations and extending the monies for Beyond Full. Town Administrator Schindler stated that vote took place in the May 24, 2021 regular meeting. Also, in a previous the motion to extend the monies took place in the May 24, 2021 meeting. Town Administrator stated that the title change from Board of Selectmen to Select Board is waiting approval by the AG's Office.

Chair Keyes stated that the Board will table the May 13, 2021 and June 14, 2021 regular minutes and will revisit on a future agenda.

Appointments and Resignations

Appointment of Gavin Martin as a Call Firefighter Candidate, effective August 1, 2021

Appointment of Casey Sweet as a Call Firefighter Candidate, effective August 1, 2021

Chair Keyes read the letter of recommendation by Fire Chief Daige regarding Gavin Martin and Casey Sweet. Casey Sweet thanked the Board of Selectman and Chief Daige for this opportunity and is looking forward to serving the community.

Selectwoman Hazard moved to appoint Gavin Martin as a Call Firefighter Candidate, effective August 1, 2021. Selectman Arcudi seconded the motion.

Hazard – Aye, Arcudi – Aye, Keyes – Aye

Selectman Arcudi moved to appoint Casey Sweet as a Call Firefighter Candidate, effective August 1, 2021. Selectwoman Hazard seconded the motion.

Hazard – Aye, Arcudi – Aye, Keyes – Aye

Appointment of Kelley O'Malley to the Master Plan Steering Committee, effective August 9, 2021

Chair Keyes thanked Kelley for her interest in the Master Plan Steering Committee and serving her community. Kelley shared her interest and experience regarding this appointment.

Selectman Arcudi moved to appoint Kelley O'Malley to the Master Plan Steering Committee, effective August 9, 2021. Selectwoman Hazard seconded the motion.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

Accept Resignation of Tapley Jackson as a Call Fire Candidate from the Hopedale Fire Department, effective immediately

Chair Keyes read the resignation letter provided by Chief Daige and Tapley Jackson resignation letter. Chair Keyes thanked Jackson for his service with the Town of Hopedale and hopes that one day he will be able to return.

Selectwoman Hazard moved to accept the resignation of Call Fire Candidate, Tapley Jackson.

Selectman Arcudi seconded the motion.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

Accept Resignation of Suzan Ciaramicoli, Accounting Assistant, effective August 5, 2021

Accept Resignation of Suzan Ciaramicoli from the Master Planning Steering Committee, effective August 3, 2021

Chair Keyes thanked Sue for her dedication and time to the Town of Hopedale, Keyes stated that Sue has been an integral part of the Town for many years. Selectman Arcudi and Selectwoman Hazard echoed his sentiments.

Selectman Arcudi moved to accept the resignation of Suzan Ciaramicoli, accounting assistant effective August 5, 2021 and accept the resignation of Suzan Ciaramicoli from the Master Plan Steering Committee effective August 3, 2021. Selectwoman Hazard seconded the motion.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

New Business

Recognize Suzan Ciaramicoli as the Girl Scout USA - Volunteer of Excellence

Chair Keyes read the letter provided by the Girl Scout USA recognizing Suzan Ciaramicoli. The Board congratulated Sue for her achievements.

11th Annual Larry Olsen 10K - October 23rd. Race staff/volunteers would arrive around 7am.

Registration would open at the Bath House at 8:30am. Race would kick off at 10am and awards would begin at 11:30am on the field next to the Bandstand (next to finish).

Town Administrator Schindler stated that this was approved by the Parks commission in a previous meeting.

Selectman Arcudi moved to approve the 11th Annual Larry Olsen 10K. Selectwoman Hazard seconded the motion.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

Consider Contract Amendment #1 between Town and Eric Kinshurf, CPA for Expanded Accounting Services for FY22 (Vote)

Town Administrator Schindler stated that this is the contract for the accounts payable that Sue Ciaramicoli was previously maintaining. The Town will go through Eric Kinshurf firm to do the AP needs for the Town for this fiscal year and then revisit for the next fiscal year. This is a one-year contract with the option to renew for an additional year. There is a neutral effect for this contract increase due to Sue Ciaramicoli's resignation.

Selectwoman Hazard moved to amend the contract between the Town and Eric Kinshurf, CPA for Expanded Accounting Services for FY22. Selectman Arcudi seconded the motion.

Hazard – Aye, Arcudi – Aye, Keyes – Aye

Notice of Award for Electronic Permitting Project

Town Administrator Schindler stated that the Town was approved for a grant of \$46,000 for electronic permitting and has gone out to bid. The departments the Town is focusing on are Building, Fire Department, Board of Health and the Selectboard. Schindler stated that she would like to award the bid to Full Circle Technologies because they met the qualifications proposal and was the lowest price. This is a negotiable price because there are several layers of modules. There is not a contract as of yet, the Town administrator will need to negotiate then bring the contract to the Board at a future meeting.

Old Business

BSC Group - Amendment to Professional Services Agreement to provide Right-of-Way Assistance and Railroad Crossing Coordination

Town Administrator Schindler stated this is an amendment to the MassWorks project regarding Mendon St and Hopedale St. The design needed to be updated to include the railroad crossing, a signal gate will be added. Some additional right of way work was added as well. There are 17 temporary licensing agreements and 13 permitting easements. Schindler stated this was vetted and approved at a Road Commissioner's meeting. There is an \$18,000 additional cost however, this money is within the MassWorks grant.

Selectman Arcudi moved to amend the BSC Group Amendment to Professional Services Agreement to provide Right-of-Way Assistance and Railroad Crossing Coordination. Selectwoman Hazard seconded the motion.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

Draft Policy for Board of Selectmen Consideration on Remote Participation at all Board, Committee and Commission meetings until April 1, 2022

Chair Keyes stated that Board and Committee meetings need to be made available to the public. These meetings need in person availability, zoom availability or to be televised. Meetings must take place in locations available to the public. Chair Keyes stated that all boards need to be transparent to the constituents. Chair Keyes stated that a policy needs to be drafted and a mandate will be held over the boards. Chair Keyes asked the Town Administrator to speak with the Town Clerk to craft a policy and to monitor the Boards and Committees to this policy. Town Administrator Schindler stated that she is working with Jeff from Hopedale Cable to upgrade the Draper Room to have hybrid meeting capabilities (in person, zoom and televised).

Public and Board Member Comments (votes will not be taken)

Selectwoman Hazard congratulated High Hopes on their opening on Friday, stating that the facility was very beautiful and secure. Chair Keyes echoed Selectwoman Hazard's sentiments.

Correspondence and Informational Items (votes will not be taken)

Appointment of Library Director effective 8/9/2021. Town Administrator Schindler stated that unfortunately, an agreement with the candidate was not able to come to fruition. The Library Trustees are looking for an interim candidate and would like to request a possible joint meeting to raise the salary for the Library Director position.

Mass DOT Highway Division Project 612098: Upton-Hopedale-Grafton- Resurfacing and Related Work on Route 140, Project Eligibility Notification. Town Administrator Schindler stated that a project has become eligible with DOT for funding. Schindler spoke with Senator Brian Murray regarding working with neighboring communities to get this project moved forward. This scope of this project is resurfacing and paving.

Public Records Request from Liz Reilly. Chair Keyes was notified by Town Counsel asking for emails or correspondence with Michael Milanowski, GU RR. Chair Keyes stated the records request is due August 16, 2021 and the town will provide the records request.

Ten Citizen Lawsuit, Hearing Date September 9, 2021, 2PM. Chair Keyes stated that as of now, the Board is not aware if this is a zoom or in person meeting.

Requests for Future Agenda Items: Joint Meeting with Water/Sewer (proposed for Thursday, 8/19); Joint Meeting with Board of Health (TBD); Joint Meeting with Council on Aging (proposed for Monday, 9/13). Joint meeting with BOH to discuss the E.L. Harvey contract the Finance Committee should be present for this meeting.

Town Administrator Schindler stated that the Finance Committee is meeting to finalize the capital expense report. Schindler recommended opening the town meeting warrant on September 13, 2021. Town Meeting is expected to take place in the month of October 2021. Town Administrator Schindler stated the library roof repairs is wrapping up. The MassWorks project is on schedule and moving forward. The Open Space & Recreation Planning committee had their kickoff meeting in July 2021.

Chair Keyes read the text below pertaining to executive session.

Selectwoman Hazard moved for the board to enter executive session per the purpose Chair Keyes read.

Selectman Arcudi seconded the motion.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

Executive Session: To move into Executive Session, pursuant to M.G.L. c.30A, § 21(a), Item #3: To discuss strategy with respect to collective bargaining or litigation that an open meeting may have a detrimental effect on the litigation position of the public body and the chair so declares, which he does.

Purpose: Clerical, Public Works, Dispatch, Call Firefighters Units.

Chair Keyes dissolved the meeting at 9:21 pm

Submitted by:

Lindsay Mercier

Lindsay Mercier, Executive Assistant

Adopted: _____



FIREFIGHTERS CHARITABLE FOUNDATION

A 501 (c) 3 CHARITABLE CORPORATION

ONE WEST STREET • FARMINGDALE, NY 11735 • 800.837.FIRE (3473)

PHONE: 516.249.0332

EMAIL: ffcf@ffcf.org

FAX: 516.249.0338

WEB: www.ffcf.org

August 2, 2021

Hopedale FD
Chief Thomas Daige
40 Dut5cher Street
Hopedale, MA 01747

Dear Chief,

I am pleased to inform you that our Board of Directors has reviewed the details of your needs, as brought to our attention by our Program Director and has approved that a grant be given to your organization in the amount of \$300.00. Accordingly, we are enclosing herewith our check in the amount of \$300.00 payable to your organization.

We recognize your need, and thanks to the generosity of individuals and corporations from all corners of this country our organization has been able to assist those in need since 1991. All we ask in return is simple: that you keep in touch with us and let us know how our grant was of assistance to you (so that we can share that news with our contributors), and that if your organization and others in your community find yourselves in a position that you remember the Firefighters Charitable Foundation, so that we may be in a position to help others in their time of need.

Please help us update our information regarding your facility. If there are any changes to your fire department mailing address, name of your chief, phone number etc. please let us know. Send information to: Joann Vazquez – email: jvazquez@ffcf.org.

Once again, we are very pleased that we were able to be assistance to you.

Sincerely,

Frank R. Tepedino

Frank R. Tepedino
President
Firefighters Charitable Foundation

FRT:jv
Enc



HOPEDALE FIRE DEPARTMENT

40 Dutcher Street - Hopedale MA. 01747

Tel. (508) 473-1050 Fax: (508) 902-0076

www.hopedale-ma.gov/fire-department

Thomas M. Daige – Fire Chief

David J. McMorrow – Deputy Chief



Hopedale Select Board
Town Hall Office
78 Hopedale Street
Hopedale MA 01747

August 17, 2021

Re: Acceptance of Grant Award

Mr. Chairman,

I am pleased to announce that once again the Hopedale Fire Department has been chosen as a recipient of a grant. This grant, on behalf of the Firefighters Charitable Foundation, was awarded to our department as part of the Firefighters Charitable Foundation's Fire Department Equipment program. This grant will benefit our department by allowing us to purchase additional portable radio batteries thus improving Firefighter safety.

I respectfully ask that the Select Board accept this grant of \$300.00 from the Firefighters Charitable Foundation to be used for the purchase of portable radio batteries.

Respectfully,

Thomas Daige
Fire Chief

102 Hopedale Street
Apartment 22
Hopedale, MA 01747

July 6, 2021

Ms. Lisa Pedrol
Town Clerk
Town of Hopedale
78 Hopedale Street
Hopedale, MA 01747

RECEIVED

2021 JUL -7 A 9 18

HOPEDALE TOWN CLERK

Dear Ms. Pedrol,

Please accept this letter as my interest in becoming the Town of Hopedale appointed tenant member of the Hopedale Housing Authority Board of Directors. I have been a resident at Hopedale Housing for the past four years and have enjoyed my time here immensely. It is an extremely well-run organization. As such I would consider it an honor to represent my fellow residents in all matters.

I can be reached at (774) 287-4603 if you have any questions or would like to discuss my background. Thank you in advance for your consideration.

Sincerely yours,

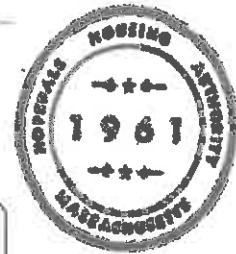

Michael Colaianni

THE COMMONWEALTH OF MASSACHUSETTS



HOPEDALE HOUSING AUTHORITY

116 HOPEDALE STREET
HOPEDALE, MA 01747
(508) 473-8120 • FAX (508) 473-4703



June 10, 2021

RECEIVED

By Lisa M. Pedrolli at 9:46 am, Jun 15, 2021

NOTICE OF TENANT BOARD MEMBER OPPORTUNITY

On January 14, 2021 Governor Baker signed Chapter 358 of the Acts of 2020 "An Act Enabling Partnerships for Growth: into law. Sections 70-72 and 88-91 of this law make changes to Chapter 121B §1, §5 §5A regarding Tenant Board Members in Towns by providing for one member appointed by the Governor, three members elected by the Town, and one "tenant board member" to be appointed by the town. The law becomes effective on May 15, 2021.

The tenant board member may be a tenant or an authorized adult household member residing in public housing in the Town or an authorized adult member of household participating in a rental assistance program administered by the HHA in the Town.

The Town Appointed Tenant Board Member is a full member of the HHA's governing Board with all of the rights and responsibilities of an HHA Board member. A Tenant Board member must be allowed to take part in any and all decisions related to the administration, operation, and management of all HHA programs, except to the extent that it would affect their "personal interest" as proscribed by the DHCD regulation at 760 CMR 4.03(4). There are training programs available to tenant board members.

If you wish to be considered for the Town Appointed Tenant Board Member seat, you must submit your name to the town clerk within thirty days (by Friday July 23, 2021). You can contact the town clerk's office at (508) 634-23203, ext 215.

***HOPEDALE COUNCIL ON AGING
43 HOPE STREET
HOPEDALE, MA 01747
(508)634-2208
hopedalecoa@comcast.net***

DATE: August 26, 2021

TO: Hopedale Select Board

FROM: Hopedale Council on Aging

RE: Recommendation to Appoint Charles Duczakowski to Council on Aging Board

The Council on Aging Board unanimously voted to recommend the appointment of Charles Duczakowski to the open seat on the Council on Aging Board. He has been involved with programs that serve the senior population for many years. The Board sees him as a valuable addition.

Talent Bank Application enclosed.

**TOWN OF HOPEDALE
BOARD, COMMISSION OR COMMITTEE
TALENT BANK FORM**

Local Government needs citizens to give of their time and talents serving the Town of Hopedale. A Talent Bank has been established to compile a list of interested citizens, willing to serve on a voluntary basis on boards, commissions and committees. Some groups meet often, others require less time, and still others are busy only at specific times of the year. Occasionally, there are requirements for ad hoc committees or sub-committees appointed to work on specific projects. Experience indicates that the two most appropriate qualities for successful service are an open mind and exercise of common sense.

If you are interested in serving, please list the position(s) you wish to be considered for:

Board, Commission or Committee applying for:

Please return completed forms to:

Town Administrator's Office -- Hopedale Town Hall 78 Hopedale Street, Hopedale, MA 01747

The Town Hall mailing address is: P.O. Box 7, Hopedale MA, 01747

Please Note:

- > The Board of Selectmen may fill vacancies until next election.
- > It is recommended that you attend a few meetings of the committee or board you are contemplating joining to help determine your interest.
- > The board/committee will be asked for their recommendation on each applicant appointment.

Name: Charles S. DUCZAKOWSKI

Are you a registered voter? Yes No

Address: 127 Laurelwood Dr

How long have you lived in Hopedale? _____

Home Phone: N/A

Cell Phone: 775-533-3333

E-Mail: Cduc@hive.com

How would you like to be contacted? Email

Occupation: Retired

Please list any potential conflicts of interest, e.g. membership in an organization or your

business: None

Education and Experience: Boston College 1976 BA cum laude History, IT professional and consultant for 30 years, Meds on Wheels Driver for 8 plus years

How many times during the last year have you attended a meeting of the Board/Committee to which you are requesting appointment? 0

Have you ever had business before the Board/Committee to which you are requesting an appointment?

Yes No If yes what type of business? _____

Special interests and skills: Retired nurse who interacted and served

our elders. Very aware of the needs of our elder citizens

Activities, e.g. Government/Civic & Community/Charitable & Educational: _____

Reasons for wanting to serve: Want to volunteer to assist our

Senior Center

The completion of this form in no way assures appointment. Citizens deemed most qualified to serve in a particular capacity will fill all board, commission or committee vacancies.

Applicant's Signature Richard D. D'Albi

Date 6/22/2021



HOPEDALE FIRE DEPARTMENT

40 Dutcher Street - Hopedale MA. 01747

Tel. (508) 473-1050 Fax: (508) 902-0076

www.hopedale-ma.gov/fire-department

Thomas M. Daige – Fire Chief

David J. McMorrow – Deputy Chief



Hopedale Select Board
Town Hall Office
78 Hopedale Street
Hopedale MA 01747

August 17, 2021

Re: Resignation of Call Firefighter Candidate Alex Carchio

Mr. Chairman,

Please see the attached letter of resignation submitted to my office by Call Firefighter Candidate Alex Carchio. Alex, who has been a member of our department for just over six months, will be attending Worcester State College this fall and can no longer commit to the time needed to remain a member of our department.

Respectfully,

Thomas Daige
Fire Chief

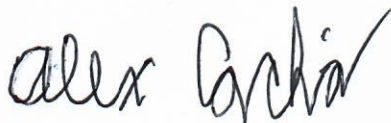
July 20, 2021

Hopedale Fire Department
40 Dutcher St
Hopedale MA 01747
Attn; Chief Daige

Dear Chief,

I am writing this letter in regard to returning to school full time this fall. Knowing this, I will not be able to commit nearly enough time to the fire department while I will be living in Worcester attending college. This forces me to resign from the department at least until I finish school or find more time to truly dedicate to the department and attend the Mass Fire Academy. I have sincerely enjoyed my short time on the department and hate to resign; but I believe this is the correct decision until I can dedicate more time to the department. I greatly appreciate the opportunity I was given and the honor of being a part of the department. I have learned many new things during my time, and I have met some great men and women who serve the town of Hopedale on this department. Again, I would like to thank you for this amazing opportunity, and I hope someday to re-invest more time into firefighting and all the opportunities this brings.

Sincerely,

A handwritten signature in black ink that reads "alex Carchio". The signature is written in a cursive, slightly slanted style.

Alexander D. Carchio

Robert Hansen
5 Bay Road
Milford, MA 01757

08/24/2021

Chief Daige,

I would like to inform you that I am resigning from my position as On Call Firefighter Candidate for the Hopedale Fire Department.

Thank you for the support and the opportunities that you have provided me during my time with you. I have truly enjoyed it as well as all the people I've had the pleasure to get to know and work with and am more than grateful for the encouragement you have given me in pursuing my professional and personal growth. Unfortunately, during my time with you we both discovered I have an issue with my lungs that will prevent me from continuing further without placing the department or the citizens of Hopedale in jeopardy. Thank you again for the opportunity.

Sincerely,

Robert Hansen



HOPEDALE FIRE DEPARTMENT

40 Dutcher Street - Hopedale MA. 01747

Tel. (508) 473-1050 Fax: (508) 902-0076

www.hopedale-ma.gov/fire-department

*Thomas M. Daige – Fire Chief
David J. McMorrow – Deputy Chief*



Hopedale Select Board
Town Hall Office
78 Hopedale Street
Hopedale MA 01474

August 24, 2021

Re: Resignation of Call Firefighter Candidate Robert Hansen

Mr. Chairman,

Please find attached, a letter of resignation of Call Firefighter Candidate Robert Hansen. Mr. Hansen, shortly after being appointed to our department, went out on medical leave with a medical condition found during his pre-academy medical physical. Unfortunately, after 6 months of trying, Mr. Hansen cannot be cleared to return to resume firefighting duties by his doctor and has resigned.

Respectfully,

Thomas Daige
Fire Chief

Free Cash Available	\$	-
Stabilization Available	\$	1,028,665

FY22 STM funds needed: **\$ 303,800.00**

Article

1 Fire/Ambulance PY	\$	10,000.00
2 Streetlights PY	\$	1,500.00
3 Liability Premiums PY	\$	15,000.00
4 Massworks ROWs	\$	3,300.00
5 Treasurer/Collector Contract	\$	15,000.00
6 Library Director Contract	\$	7,000.00
7-11 5 CBA's (Clerical, DPW, Dispatch)	\$	28,000.00
12 Ambulance Prior Year Overtime	\$	24,000.00
13 Capital Items	\$	200,000.00

Award Letter

U.S. Department of Homeland Security
Washington, D.C. 20472

Effective date: 08/27/2021



FEMA

Matthew Berger
HOPEDALE, TOWN OF
PO BOX 78 78 HOPEDALE STREET
HOPEDALE, MA 01747
EMW-2020-FG-10208

Dear Matthew Berger,

Congratulations on behalf of the Department of Homeland Security. Your application submitted for the Fiscal Year (FY) 2020 Assistance to Firefighters Grant (AFG) Grant funding opportunity has been approved in the amount of \$291,326.19 in Federal funding. As a condition of this grant, you are required to contribute non-Federal funds equal to or greater than 5.00% of the Federal funds awarded, or \$14,566.31 for a total approved budget of \$305,892.50. Please see the FY 2020 AFG Notice of Funding Opportunity for information on how to meet this cost share requirement.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo - included in this document
- Agreement Articles - included in this document
- Obligating Document - included in this document
- 2020 AFG Notice of Funding Opportunity (NOFO) - incorporated by reference

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,

A handwritten signature in black ink, appearing to read "Christopher Logan".

Christopher Logan
Acting Assistant Administrator
Grant Programs Directorate

RECEIVED

September 6, 2021

2021 SEP -8 A 9:47

HOPEDALE TOWN CLERK

Town of Hopedale
Select Board
P.O. Box 7
Hopedale, MA 01747

VIA: Certified Mail

To the Select Board:

As residents of Hopedale, living in the Overdale Parkway neighborhood, we are writing to express our opposition to the "Agreement" in regard to the Overdale Parkway project. This project specifically deals with the unimproved Parklands access road also referred to as the unpaved strip of land that extends from the end of Overdale Parkway to the Parklands. Our opposition is based on the following points:

1. Several Select Board meetings were held on the subject; abutters and other town residents at all meetings, when given a chance to speak, raised objections and concerns. Other town boards, i.e., Park Commission and Conservation Commission, have not been expressly invited to weigh-in on this project.
2. The "Agreement" only shows the first draft of the minutes from the Special Town Meeting held on June 24, 1985. It does not show the revised minutes that reflect Article 33 of the Annual Town Warrant which ruled the Article for the basis of the "Agreement" out of order and upheld the unanimous vote by the Park Commission that denied the land-release request to develop the unimproved Parklands access road off Overdale Parkway.
3. In 1916, the land that makes up Overdale Parkway was deeded to the Town of Hopedale for use "as a pathway to the most scenic part of Hopedale Parklands." The Parks Department appropriated the money to buy the land and build the street. In 1917, the Park Department using their budget completed the 1,800 ft Darling hill roadway cut in from Freedom St. This roadway is known today as Overdale Parkway. The Parks Department also used their budget to clear the trail to the highest portion of land within the town, beginning at the unpaved section of road at the end of Overdale Parkway.
4. For the past 85 years, the Town of Hopedale has denied numerous attempts to develop homes at the end of Overdale Parkway. In 2003, Judge Kilborn, Chief Judge of the Land Court, agreed that the unpaved portion of the parkway was not a public way. In this litigation over the same strip of land, Judge Kilborn's decision clearly addressed who had access to use the unpaved portion. This is in agreement with its current use as access to the Parklands. This decision was also upheld upon appeal.
5. No consideration has been given by the Select Board to the use of the unpaved portion. G.L. c.

page 1 of 4

45, section 1 provides that a "Park" may be defined as a town common appropriated to public use without interruption for a period of 20 years. This concurs with Judge Kilborn's decision.

6. Overdale Parkway has not been presented as a "Way" by the Road Commissioners per G.L. c. 41, section 81L and presented to the town for approval.
7. A gate has been in place on the land in question since 1972 and a sign has been in place designating it as Parklands. In 1997, the Park Commission voted to secure the Parklands by permanently closing all gates including the Overdale Parkway gate. The gate has been locked for over 20 years and access controlled by the Park Commission who is responsible for the key.
8. The most recent title search does not conclusively indicate which board controls the unimproved strip of land in question.

The "Agreement" and the points made above raise the following questions.

1. Due to the precedence set, why has the Park Commission not been included in this matter?
2. How can a gift from 1985 be accepted when the parties listed as giving the gift are no longer involved nor providing the funds for improvement?
3. Given the requirements for an ANR, specifically adequate access for vehicular traffic and frontage on a public way, how can an ANR be approved by the Select Board in the "Agreement" for the unpaved portion of the road given its current state is not adequate nor is it a public way?
4. Has the Select Board consulted with the Road Commissioners regarding the validity of the "Gift", suitable grades and adequate construction? Or are they acting on their behalf?
5. Has the Select Board ever been a co-applicant to a subdivision? If not, why now? The Select Board should follow the process and go to Town Meeting and seek legal authority from the "People." Is it the will of the "People" for the Select Board to join in the development of property?
6. Has the Select Board ever partnered with a municipal employee on a subdivision? Is this partnership a conflict of interest?

It is our collective request that all activity in regards to this project be suspended until the title search has been fully vetted, it is clearly understood and documented whether the Select Board or the Parks Commission has final jurisdiction over this matter, and all questions raised above have been addressed.

Respectfully,

Residents of the Overdale Parkway Neighborhood

Name	Address
Stephanie C. Thomas	12 Overdale Pkwy, Hopedale, MA
Barbara A. Thomas	12 Overdale Pkwy, Hopedale, MA
Elizabeth S. Callahan	10 OVERDALE PKWY HOPEDALE, MA
Jennifer E. Beden	3 Overdale PKWY Hopedale, MA
Ann T. [unclear]	3 Overdale Parkway Hopedale, MA
Denise Linder	5 Overdale Parkway Hopedale MA
[unclear]	5 Overdale Parkway
Catherine Gunkel	9 OVERDALE PKWY Hopedale
LOVEWELL	13 OVERDALE PKWY Hopedale
Melanie [unclear]	21 Overdale Pkwy Hopedale
Mary [unclear]	21 Overdale Pkwy Hopedale
W. Scott Salomito	21 Overdale Pkwy Hopedale MA
Alisa Carr	21 Overdale Parkway Hopedale, MA
James H. Martyn	7 Overdale Parkway, Hopedale
Robert [unclear]	10 Overdale Parkway, Hopedale
[unclear]	12 OVERDALE PARKWAY, Hopedale MA
Mary Sutherland	11 OVERDALE PKWY HOPEDALE MA
Helen E. Merrill	3 Western Ave Hopedale MA
Elaine L. Delo	1 Western Ave Hopedale
Don [unclear]	5 WESTERN AVE HOPEDALE MA
Carol A. White	194 Freedom St. Hopedale, MA
Joanne D. White	196 Freedom St., Hopedale, MA
James Boucker	1 North St. Hopedale, MA

Name	Address
Myl Anne	1 Overdale Pky
Jeffrey Smith	1 Overdale Pky
John D. M. Paul	7 Overdale
John D. M. Paul	4 Western Ave
David Prosser	9 Western Ave
DANIEL CLINTON	11 WESTERN AVE
Kimberly Mulhern	5 Western Ave



I. COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM



This form is jointly issued and published by the Office of the Comptroller (CTR), the Executive Office for Administration and Finance (ANF), and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the [Standard Contract Form Instructions and Contractor Certifications](#), the [Commonwealth Terms and Conditions for Human and Social Services](#) or the [Commonwealth IT Terms and Conditions](#) which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access published forms at CTR Forms: <https://www.macomptroller.org/forms>. Forms are also posted at OSD Forms: <https://www.mass.gov/lists/osd-forms>.

CONTRACTOR LEGAL NAME: Town of Hopedale (and d/b/a):		COMMONWEALTH DEPARTMENT NAME: Department of Energy Resources MMARS Department Code: ENE 1000	
Legal Address: (W-9, W-4): 78 Hopedale Street, Hopedale, MA 01747		Business Mailing Address: 100 Cambridge Street, Suite 1020, Boston, MA 02114	
Contract Manager: Diane Schindler	Phone: 508-634-2203 x 213	Billing Address (if different):	
E-Mail: dschindler@hopedale-ma.gov	Fax:	Contract Manager: Jane Pfister	Phone: 617-626-7300
Contractor Vendor Code: VC		E-Mail: jane.pfister@mass.gov	Fax: 617-727-0030
Vendor Code Address ID (e.g. "AD001"): AD __ (Note: The Address ID must be set up for EFT payments.)		MMARS Doc ID(s):	
		RFR/Procurement or Other ID Number: PON-ENE-2012-011	
<input checked="" type="checkbox"/> NEW CONTRACT		<input type="checkbox"/> CONTRACT AMENDMENT	
PROCUREMENT OR EXCEPTION TYPE: (Check one option only) <input type="checkbox"/> Statewide Contract (OSD or an OSD-designated Department) <input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, budget) <input checked="" type="checkbox"/> Department Procurement (includes all Grants - 815 CMR 2.00) (Solicitation Notice or RFR, and Response or other procurement supporting documentation) <input type="checkbox"/> Emergency Contract (Attach justification for emergency, scope, budget) <input type="checkbox"/> Contract Employee (Attach Employment Status Form, scope, budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope and budget)		Enter Current Contract End Date <u>Prior</u> to Amendment: ____, 20 ____. Enter Amendment Amount: \$ _____. (or "no change") AMENDMENT TYPE: (Check one option only. Attach details of amendment changes.) <input type="checkbox"/> Amendment to Date, Scope or Budget (Attach updated scope and budget) <input type="checkbox"/> Interim Contract (Attach justification for Interim Contract and updated scope/budget) <input type="checkbox"/> Contract Employee (Attach any updates to scope or budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language/justification and updated scope and budget)	
The Standard Contract Form Instructions and Contractor Certifications and the following Commonwealth Terms and Conditions document are incorporated by reference into this Contract and are legally binding: (Check ONE option): <input checked="" type="checkbox"/> Commonwealth Terms and Conditions <input type="checkbox"/> Commonwealth Terms and Conditions For Human and Social Services <input type="checkbox"/> Commonwealth IT Terms and Conditions			
COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00 . <input type="checkbox"/> Rate Contract. (No Maximum Obligation) Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) <input checked="" type="checkbox"/> Maximum Obligation Contract. Enter total maximum obligation for total duration of this contract (or <i>new</i> total if Contract is being amended). \$ <u>137,759</u> .			
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days ___% PPD; Payment issued within 15 days ___% PPD; Payment issued within 20 days ___% PPD; Payment issued within 30 days ___% PPD. If PPD percentages are left blank, identify reason: <input checked="" type="checkbox"/> agree to standard 45 day cycle <input type="checkbox"/> statutory/legal or Ready Payments (M.G.L. c. 29, § 23A); <input type="checkbox"/> only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)			
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: This is a contract to award a grant to the Town of Hopedale for fiscal years 2022-2024 under the Green Communities Designation Grant Program in the amount of one hundred thirty-seven thousand seven hundred fifty-nine dollars and no cents (\$137,759.00) The energy conservation measures funded are, pumps/variable frequency drives, LED lighting, weather stripping, administrative assistance, and energy conservation measures to be determined, in municipal facilities including but not limited to the following: Junior/Senior High School, Memorial School, Library, and Police, to be provided for the benefit of, and subject to the direction and oversight of, the Grantee as detailed in Attachment C			
ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: <input checked="" type="checkbox"/> 1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date. <input type="checkbox"/> 2. may be incurred as of ____, 20 ____, a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date. <input type="checkbox"/> 3. were incurred as of ____, 20 ____, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.			
CONTRACT END DATE: Contract performance shall terminate as of <u>September 30, 2023</u> , with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.			
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the " Effective Date " of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response (excluding any language stricken by a Department as unacceptable, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07 , incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.			
AUTHORIZING SIGNATURE FOR THE CONTRACTOR:		AUTHORIZING SIGNATURE FOR THE COMMONWEALTH:	
X: _____ Date: _____ (Signature and Date Must Be Handwritten At Time of Signature)		X: _____ Date: _____ (Signature and Date Must Be Handwritten At Time of Signature)	
Print Name: <u>Brian R. Keyes</u>		Print Name: <u>Marcelle T. Payen</u>	
Print Title: <u>Select Board, Chair</u>		Print Title: <u>Chief Financial Officer</u>	

BACKGROUND

1. The Department of Energy Resources (DOER) has selected the Grantee to receive Green Communities grant funds for projects described in the Grantee’s response to the Program Opportunity Notice.
2. The DOER approves the expenditure of funds as described in Attachment D (Budget) for the work planned and described in Attachment C (Scope of Grant Award).
3. The Grantee agrees to complete the projects described in the Scope of Grant Award (collectively referred to as “the Project”).

This agreement (Agreement) incorporates and makes part hereof certain attachments and forms which have been provided and accepted by the parties as part to this Agreement. Copies of such agreed upon attachments and forms are attached hereto set forth in their entirety and made part of this Agreement by reference:

THE COMMONWEALTH STANDARD CONTRACT FORM
BACKGROUND

ATTACHMENT A: GREEN COMMUNITIES GRANT APPLICATION MATERIALS

ATTACHMENT B: GRANTEE RESPONSE

ATTACHMENT C: SCOPE OF GRANT AWARD

ATTACHMENT D: BUDGET

ATTACHMENT E: TEMPLATE MUNICIPAL PROJECT APPROVAL LETTER

THE COMMONWEALTH OF MASSACHUSETTS STANDARD CONTRACT ATTACHMENTS

1. COMMONWEALTH TERMS AND CONDITIONS
2. GRANTEE AUTHORIZED SIGNATORY LISTING
3. W-9 FORM
4. EFT

ATTACHMENT A – Green Communities GRANT APPLICATION MATERIALS

[Round 14 GC Grant Guidance - FINAL.pdf](#)

This document was provided to the municipality with the Town of Hopedale’s grant award letter dated April 7, 2021.

ATTACHMENT B – GRANTEE RESPONSE

(All documents listed below are available to DOER fiscal staff at:

<https://massdoer.imeetcentral.com/greencommunities/dbapp=bvh50lnflb65dbppcjhb7r196702563&ac=h&view=1121355>

1. Grantee submission narrative – Hopedale efficiency narrative.pdf
2. Grantee grant table submitted – Hopedale fy21 gc grant table.xlsx
3. Grantee certification of application submitted – Hopedale certification of application.pdf

Response included additional files

- utility incentives.pdf
- ERPS hopedale 2021-02-02.pdf
- lighting proposal and spec sheets.zip

ATTACHMENT C – SCOPE OF GRANT AWARD

**COMMONWEALTH OF MASSACHUSETTS
SCOPE OF GRANT AWARD AGREEMENT**

**By and Between
Department of Energy Resources
and
Town of Hopedale**

SCOPE OF GRANT AWARD

1. Overview

The purpose of this contract is to award a grant to the Town of Hopedale (Grantee) for a maximum obligation amount not to exceed one hundred thirty-seven thousand seven hundred fifty-nine dollars and no cents (\$137,759.00) to fund energy conservation measures in municipal facilities including but not limited to the following: Junior/Senior High School, Memorial School, Library, and Police, as more particularly described in Attachment B (Project). In connection with the above referenced grant the Grantee requested one hundred thirty-two thousand one hundred sixty-one dollars and no cents (\$132,161.00) in public funding out of two hundred thousand nine hundred forty-two dollars and no cents (\$200,942.00) in total project costs for energy conservation measures listed in attachment B. The energy conservation measures funded are pumps/variable frequency drives, LED lighting, weather stripping, administrative assistance, and energy conservation measures to be determined.

The Grantee is responsible for informing the Department of Energy Resources (DOER) of all eligible expenses and Project deliverables as compared to the original proposal as set forth in Attachment B.

Note that no changes in Project scope can occur or proceed without the prior written authorization from the DOER.

2. Contingencies

The Grantee shall provide to the DOER's satisfaction, the required information as stated below as applicable to the Project(s), when the information becomes available.

1. Confirmation that all of the required municipal approvals have been obtained for the Project(s) and a commitment to provide information to meet all other applicable contingencies for the project(s).

Attachment E provides a template letter for providing this confirmation and commitment.

2. Documentation that the municipality has met, teleconferenced, or had an email exchange with its gas and/or electric public utility representatives regarding the availability of utility incentives for any eligible energy conservation or efficiency measures.

3. Documentation of having **applied for all gas and electric rebates** provided for eligible energy conservation or efficiency measures. The Grantee is required to have documentation from utilities regarding rebates before selection and installation of products.

3. Procurement

All procurement contracts and subcontracts entered into by public agencies and governmental bodies shall be governed by and in accordance with Massachusetts General Laws. Where applicable, such procurements, contracts and subcontracts shall be governed by the all provisions of either M.G.L. c.25A, § 11C or §11I, M.G.L. c.30B, or M.G.L c.149. All designer selection for building projects shall be governed by M.G.L. c.7, §§38A1/2 - O.

4. Program Schedule

The following are milestones to ensure timely completion of the Project(s). If the Grantee is unable to meet these milestones Grantee shall promptly contact the DOER.

- (1) Complete construction of the Project – August 1, 2023
- (2) End of grant period – September 30, 2023

5. Disbursement of Funds

Initial Disbursement: Twenty five percent (25%) of the award in the amount of thirty-four thousand four hundred thirty-nine dollars and 75 cents (\$34,439.75) will be disbursed by the DOER subsequent to the execution of this grant agreement and upon the DOER agreement that contingency number one as stated under Section Two Contingencies of this Scope of Grant Award Agreement has been fully satisfied.

Second Disbursement: Fifty percent (50%) of the award in the amount of sixty-eight thousand eight hundred seventy-nine dollars and 50 cents (\$68,879.50), shall be disbursed upon verification by the DOER that twenty-five percent (25%) of the grant funds have been expended and that contingency number two as stated in Section Two Contingencies of this Scope of Contract Award has been fully satisfied and that all reporting requirements have been met. Reporting requirements will include submittal by the Grantee to the DOER of detailed dated invoices of Grantee's costs incurred to date.

Final Disbursement: Twenty five percent (25%) of the award in the amount of thirty-four thousand four hundred thirty-nine dollars and 75 cents (\$34,439.75), shall be disbursed after a site visit by the DOER, a review of the detailed invoices of the Project(s) and any other requested documentation and verification by the DOER that the Project(s) are complete, that one hundred percent (100%) of grant funds have been expended, evidence of approved utility incentives have been provided, and that all reporting requirements and requests by the DOER have been met, including submittal and approval of the Final Report.

Funds shall not be used for the reimbursement of any work related to this Project(s) performed before the contract Effective Date.

6. Grantee Warrants to Keep Facility Open

For Project(s) involving services or construction at facility(s) owned by or under the control of the Grantee, the Grantee hereby warrants and certifies that the facility (s) for which grant funds are designated will remain open and in service for at least five (5) years following completion of proposed project(s).

7. Separate Accounts

The Grantee shall at all times conduct its business and affairs in such a manner that any and all ledger accounts and records pertaining to the receipt and expenditure of the DOER funds under this Agreement shall be kept separate and distinct from all ledger accounts and records of the Grantee relative to any other enterprise which the Grantee has engaged in, developed, or administered.

8. Unused Funds

Any funds undisbursed or uncommitted by the Grantee after September 30, 2023 shall be promptly returned to the DOER within sixty (60) days.

9. Administrative Costs

Grantee's administrative costs cannot exceed ten percent (10%) of the maximum obligation contract amount of one hundred thirty-seven thousand seven hundred fifty-nine dollars and no cents (\$137,759.00).

10. Publicity

The municipality will coordinate with the DOER on all publicity regarding this Project(s).

11. Reporting and Other Required Documentation

- A. Should Grantee engage a third party to manage administrative functions of the program and rely on the internal controls of that third party, the third party shall provide the results of an internal controls audit annually according to the provisions Statements of Auditing Standards No. 70 to the DOER and Grantee.
- B. Grantee shall have a program to combat fraud, waste and abuse of funds and shall incorporate into its program guidance provided by the Office of the State Comptroller.
- C. **Quarterly reports:** The Grantee shall be required to file progress and financial reports once every quarter, unless specifically exempted in writing by the DOER. Quarterly reports are due by 5pm 4 days after the completion of each of the following quarters:
 - a. July 1 – Sept 30
 - b. Oct 1 – Dec 30
 - c. Jan 1 – Mar 30
 - d. Apr 1 – June 30

Quarterly reports shall include:

- a. The progress and status of activities performed in relation to the Scope of Grant Award including an explanation of any delays or obstacles encountered in meeting the performance schedule as well as a description of efforts taken to resolve delays; and
 - b. The actual costs incurred to date by the Project, breaking down all costs in such manner as the DOER may prescribe.
- D. **Final report:** The final report shall be submitted within two (2) months after completion of the final project receiving funding, and shall include a summary of the projects completed, including project locations and capacity. All quarterly and final reports above shall be submitted to:

Jane Pfister
Green Communities Grant Coordinator
jane.pfister@mass.gov

NOTE: If the services funded by this Agreement are solicited pursuant to M.G.L. ch. 25A § 11C or § 11I, then the Grantee shall also comply with the monitoring and reporting requirements set forth in the DOER's regulations at 225 C.M.R. 10.00, 19.00 or other applicable regulations. For solar PV systems, registration with and reporting to the Massachusetts Clean Energy Center Production Tracking System (PTS) is required.

- E. **Ownership of Reports and Other Required Documentation:** The deliverables shall be owned by the Commonwealth of Massachusetts and treated as public documents. Following the completion of the contract both the Commonwealth of Massachusetts and the Grantee retain the right to make further use of the deliverables.

ATTACHMENT D - BUDGET

Check one: Initial Budget Budget/Account Amendment. Maximum Obligation before this Amendment: \$

PRIOR MMARS DOCUMENT ID: _____ (for reference - if applicable)

CURRENT DOC ID: _____

[See Instructions for Additional Guidance on completion. Insert as many additional lines as necessary.]

A	B	C	D	E	F	G	H	I
Budget Fiscal Year	Account	Object Class	Description	Initial Amount/ or Amount Prior to Amendment	Indicate Add or Reduce +/-	Amendment Amount	Enter "YES" if Amount is a prior FY budget reduction or a current FY "Carry-in" authorization for Federal Funds	New Amount After Amendment
FY22	2000-0113	P01	GNCO-DESI	\$137,757.00				
FY23	2000-0113	P01	GNCO-DESI	\$ 1.00				
FY24	2000-0113	P01	GNCO-DESI	\$ 1.00				

FISCAL YEAR SUBTOTALS AND TOTAL MAXIMUM OBLIGATION FOR DURATION OF CONTRACT	
FISCAL YEAR: <u>2022</u> SUBTOTAL (or New Subtotal if Fiscal Year Subtotal being amended)	\$137,757.00
FISCAL YEAR: <u>2023</u> SUBTOTAL (or New Subtotal if Fiscal Year Subtotal being amended)	\$ 1.00
FISCAL YEAR: <u>2024</u> SUBTOTAL (or New Subtotal if Fiscal Year Subtotal being amended)	\$ 1.00
FISCAL YEAR: <u> </u> SUBTOTAL (or New Subtotal if Fiscal Year Subtotal being amended)	
TOTAL MAXIMUM OBLIGATION FOR DURATION OF CONTRACT	\$137,759.00

ATTACHMENT E – TEMPLATE FOR MUNICIPAL PROJECT APPROVAL LETTER

****Please place the text below on Municipal Letterhead before signing****

Joanne Bissetta, Acting Director
Green Communities Division
MA Dept. of Energy Resources
100 Cambridge Street, 10th floor
Boston, MA 02114

Dear Ms. Bissetta:

I am writing to confirm that all of Town of Hopedale projects being funded by the Green Communities Designation grant—The energy conservation measures funded are, pumps/variable frequency drives, LED lighting, weather stripping, administrative assistance, and energy conservation measures to be determined, in municipal facilities including but not limited to the following: Junior/Senior High School, Memorial School, Library, and Police (the Project)—has received the proper approvals from the appropriate Town of Hopedale officials or bodies necessary for the Project to proceed. In addition, I am writing to provide commitment by Town of Hopedale to meet all other contingencies applicable to Town of Hopedale projects, as noted in Section 2 of Attachment C of our Green Communities Grant Contract.

Sincerely

Chief Executive Officer

**COMMONWEALTH OF MASSACHUSETTS
STANDARD CONTRACT ATTACHMENTS (ENCLOSED)**

1. COMMONWEALTH TERMS AND CONDITIONS
2. GRANTEE AUTHORIZED SIGNATORY LISTING
3. W-9 FORM
4. EFT



COMMONWEALTH TERMS AND CONDITIONS

This Commonwealth Terms and Conditions form is jointly issued by the Executive Office for Administration and Finance (ANF), the Office of the Comptroller (CTR) and the Operational Services Division (OSD) for use by all Commonwealth of Massachusetts ("State") Departments and Contractors. ***Any changes or electronic alterations by either the Department or the Contractor to the official version of this form, as jointly published by ANF, CTR and OSD, shall be void.*** Upon execution of the Standard Contract Form these Commonwealth Terms and Conditions will be incorporated by reference. Performance shall include services rendered, obligations due, costs incurred, commodities and deliverables provided and accepted by the Department, programs provided or other commitments authorized under a Contract. A deliverable shall include any tangible product to be delivered as an element of performance under a Contract. The Commonwealth is entitled to ownership and possession of all deliverables purchased or developed with State funds. Contract shall mean the Standard Contract Form issued jointly by ANF, CTR and OSD.

1. Contract Effective Start Date. Notwithstanding verbal or other representations by the parties, the effective start date of performance under a Contract shall be the later of the date the Contract was executed by an authorized signatory of the Contractor, the date the Contract was executed by an authorized signatory of the Department, the date specified in the Contract, or the date of any approvals required by law or regulation.

2. Payments And Compensation. The Contractor shall only be compensated for performance delivered and accepted by the Department in accordance with the specific terms and conditions of a Contract. All Contract payments are subject to appropriation pursuant to [M.G.L. c. 29, § 26](#), or the availability of sufficient non-appropriated funds for the purposes of a Contract, and shall be subject to intercept pursuant to [M.G.L. c. 7A, § 3](#) and [815 CMR 9.00](#). Overpayments shall be reimbursed by the Contractor or may be offset by the Department from future payments in accordance with state finance law. Acceptance by the Contractor of any payment or partial payment, without any written objection by the Contractor, shall in each instance operate as a release and discharge of the State from all claims, liabilities or other obligations relating to the performance of a Contract.

3. Contractor Payment Mechanism. All Contractors will be paid using the Comptroller's payment system unless a different payment mechanism is required. The Contractor shall timely submit invoices and supporting documentation as prescribed in a Contract. The Department shall review and return rejected invoices within fifteen (15) days of receipt with a written explanation for rejection. Payments shall be made in accordance with the bill paying policy issued by the Office of the Comptroller and [815 CMR 4.00](#), provided that payment periods listed in a Contract of less than forty-five (45) days from the date of receipt of an invoice shall be effective only to enable a Department to take advantage of early payment incentives and shall not subject any payment made within the forty-five (45) day period to a penalty. The Contractor Payroll System shall be used only for Individual Contractors who have been determined to be Contract Employees as a result of the Department's completion of an Internal Revenue Service SS-8 form in accordance with the Omnibus Budget Reconciliation Act (OBRA) 1990, and shall automatically process all state and federal mandated payroll, tax and retirement deductions.

4. Contract Termination Or Suspension. A Contract shall terminate on the date specified in a Contract, unless this date is properly amended in accordance with all applicable laws and regulations prior to this date, or unless terminated or suspended under this Section upon prior written notice to the Contractor. The Department may terminate a Contract without cause and without penalty, or may terminate or suspend a Contract if the Contractor breaches any material term or condition or fails to perform or fulfill any material obligation required by a Contract, or in the event of an elimination of an appropriation or availability of sufficient funds for the purposes of a Contract, or in the event of an unforeseen

public emergency mandating immediate Department action. Upon immediate notification to the other party, neither the Department nor the Contractor shall be deemed to be in breach for failure or delay in performance due to Acts of God or other causes factually beyond their control and without their fault or negligence. Subcontractor failure to perform or price increases due to market fluctuations or product availability will not be deemed factually beyond the Contractor's control.

5. Written Notice. Any notice shall be deemed delivered and received when submitted in writing in person or when delivered by any other appropriate method evidencing actual receipt by the Department or the Contractor. Any written notice of termination or suspension delivered to the Contractor shall state the effective date and period of the notice, the reasons for the termination or suspension, if applicable, any alleged breach or failure to perform, a reasonable period to cure any alleged breach or failure to perform, if applicable, and any instructions or restrictions concerning allowable activities, costs or expenditures by the Contractor during the notice period.

6. Confidentiality. The Contractor shall comply with [M.G.L. c. 66A](#) if the Contractor becomes a "holder" of "personal data". The Contractor shall also protect the physical security and restrict any access to personal or other Department data in the Contractor's possession, or used by the Contractor in the performance of a Contract, which shall include, but is not limited to, the Department's public records, documents, files, software, equipment or systems.

7. Record-keeping And Retention, Inspection Of Records. The Contractor shall maintain records, books, files and other data as specified in a Contract and in such detail as shall properly substantiate claims for payment under a Contract, for a minimum retention period of six (6) years beginning on the first day after the final payment under a Contract, or such longer period as is necessary for the resolution of any litigation, claim, negotiation, audit or other inquiry involving a Contract. The Department shall have access, as well as any parties identified under [Executive Order 195](#), during the Contractor's regular business hours and upon reasonable prior notice, to such records, including on-site reviews and reproduction of such records at a reasonable expense.

8. Assignment. The Contractor may not assign or delegate, in whole or in part, or otherwise transfer any liability, responsibility, obligation, duty or interest under a Contract, with the exception that the Contractor shall be authorized to assign present and prospective claims for money due to the Contractor pursuant to a Contract in accordance with [M.G.L. c. 106, § 9-318](#). The Contractor must provide sufficient notice of assignment and supporting documentation to enable the Department to verify and implement the assignment. Payments to third party assignees will be processed as if such payments were being made directly to the Contractor and these payments will be subject to intercept, offset, counter claims or any other Department rights which are available to the Department or the State against the Contractor.

9. Subcontracting By Contractor. Any subcontract entered into by the Contractor for the purposes of fulfilling the obligations under a Contract must be in writing, authorized in advance by the Department and shall be consistent with and subject to the provisions of these Commonwealth Terms and Conditions and a Contract. Subcontracts will not relieve or discharge the Contractor from any duty, obligation, responsibility or liability arising under a Contract. The Department is entitled to copies of all subcontracts and shall not be bound by any provisions contained in a subcontract to which it is not a party.

10. Affirmative Action, Non-Discrimination In Hiring And Employment. The Contractor shall comply with all federal and state laws, rules and regulations promoting fair employment practices or prohibiting employment discrimination and unfair labor practices and shall not discriminate in the hiring of any applicant for employment nor shall any qualified employee be demoted, discharged or otherwise subject to discrimination in the tenure, position, promotional opportunities, wages, benefits or terms and conditions of their employment because of race, color, national origin, ancestry, age, sex, religion, disability,



COMMONWEALTH TERMS AND CONDITIONS

handicap, sexual orientation or for exercising any rights afforded by law. The Contractor commits to purchasing supplies and services from certified minority or women-owned businesses, small businesses or businesses owned by socially or economically disadvantaged persons or persons with disabilities.

11. Indemnification. Unless otherwise exempted by law, the Contractor shall indemnify and hold harmless the State, including the Department, its agents, officers and employees against any and all claims, liabilities and costs for any personal injury or property damages, patent or copyright infringement or other damages that the State may sustain which arise out of or in connection with the Contractor's performance of a Contract, including but not limited to the negligence, reckless or intentional conduct of the Contractor, its agents, officers, employees or subcontractors. The Contractor shall at no time be considered an agent or representative of the Department or the State. After prompt notification of a claim by the State, the Contractor shall have an opportunity to participate in the defense of such claim and any negotiated settlement agreement or judgment. The State shall not be liable for any costs incurred by the Contractor arising under this paragraph. Any indemnification of the Contractor shall be subject to appropriation and applicable law.

12. Waivers. Forbearance or indulgence in any form or manner by a party shall not be construed as a waiver, nor in any way limit the legal or equitable remedies available to that party. No waiver by either party of any default or breach shall constitute a waiver of any subsequent default or breach.

13. Risk Of Loss. The Contractor shall bear the risk of loss for any Contractor materials used for a Contract and for all deliverables, Department personal or other data which is in the possession of the Contractor or used by the Contractor in the performance of a Contract, until possession, ownership and full legal title to the deliverables are transferred to and accepted by the Department.

14. Forum, Choice of Law And Mediation. Any actions arising out of a Contract shall be governed by the laws of Massachusetts, and shall be brought and maintained in a state or federal court in Massachusetts which shall have exclusive jurisdiction thereof. The Department, with the approval of the Attorney General's Office, and the Contractor may agree to voluntary mediation through the Massachusetts Office of Dispute Resolution (MODR) of any Contract dispute and will share the costs of such mediation. No legal or equitable rights of the parties shall be limited by this Section.

15. Contract Boilerplate Interpretation, Severability, Conflicts With Law, Integration. Any amendment or attachment to any Contract which contains conflicting language or has the effect of a deleting, replacing or modifying any printed language of these Commonwealth Terms and Conditions, as officially published by ANF, CTR and OSD, shall be interpreted as superseded by the official printed language. If any provision of a Contract is found to be superseded by state or federal law or regulation, in whole or in part, then both parties shall be relieved of all obligations under that provision only to the extent necessary to comply with the superseding law; provided however, that the remaining provisions of the Contract, or portions thereof, shall be enforced to the fullest extent permitted by law. All amendments must be executed by the parties in accordance with Section 1 of these Commonwealth Terms and Conditions and filed with the original record copy of a Contract as prescribed by CTR. The printed language of the Standard Contract Form, as officially published by ANF, CTR and OSD, which incorporates by reference these Commonwealth Terms and Conditions, shall supersede any conflicting verbal or written agreements relating to the performance of a Contract, or attached thereto, including contract forms, purchase orders or invoices of the Contractor. The order of priority of documents to interpret a Contract shall be as follows: the printed language of the Commonwealth Terms and Conditions, the Standard Contract Form, the Department's Request for Response (RFR) solicitation document and the Contractor's Response to the RFR solicitation, excluding any language stricken by a Department as unacceptable and including any negotiated terms and conditions allowable pursuant to law or regulation.

IN WITNESS WHEREOF, the Contractor certifies under the pains and penalties of perjury that it shall comply with these Commonwealth Terms and Conditions for any applicable Contract executed with the Commonwealth as certified by their authorized signatory signing the Standard Contract Form.

COMMONWEALTH OF MASSACHUSETTS CONTRACTOR AUTHORIZED SIGNATORY LISTING



CONTRACTOR LEGAL NAME :
CONTRACTOR VENDOR/CUSTOMER CODE:

INSTRUCTIONS: Any Contractor (other than a sole-proprietor or an individual contractor) must provide a listing of individuals who are authorized as legal representatives of the Contractor who can sign contracts and other legally binding documents related to the contract on the Contractor’s behalf. In addition to this listing, any state department may require additional proof of authority to sign contracts on behalf of the Contractor, or proof of authenticity of signature (a notarized signature that the Department can use to verify that the signature and date that appear on the Contract or other legal document was actually made by the Contractor’s authorized signatory, and not by a representative, designee or other individual.)

NOTICE: *Acceptance of any payment under a Contract or Grant shall operate as a waiver of any defense by the Contractor challenging the existence of a valid Contract due to an alleged lack of actual authority to execute the document by the signatory.*

For privacy purposes **DO NOT ATTACH** any documentation containing personal information, such as bank account numbers, social security numbers, driver’s licenses, home addresses, social security cards or any other personally identifiable information that you do not want released as part of a public record. The Commonwealth reserves the right to publish the names and titles of authorized signatories of contractors.

AUTHORIZED SIGNATORY NAME	TITLE

I certify that I am the President, Chief Executive Officer, Chief Fiscal Officer, Corporate Clerk or Legal Counsel for the Contractor and as an authorized officer of the Contractor I certify that the names of the individuals identified on this listing are current as of the date of execution below and that these individuals are authorized to sign contracts and other legally binding documents related to contracts with the Commonwealth of Massachusetts on behalf of the Contractor. I understand and agree that the Contractor has a duty to ensure that this listing is immediately updated and communicated to any state department with which the Contractor does business whenever the authorized signatories above retire, are otherwise terminated from the Contractor’s employ, have their responsibilities changed resulting in their no longer being authorized to sign contracts with the Commonwealth or whenever new signatories are designated.

Signature

Date:

Title:

Telephone:

Fax:

Email:

[Listing can not be accepted without all of this information completed.]

A copy of this listing must be attached to the “record copy” of a contract filed with the department.

COMMONWEALTH OF MASSACHUSETTS CONTRACTOR AUTHORIZED SIGNATORY LISTING



CONTRACTOR LEGAL NAME :
CONTRACTOR VENDOR/CUSTOMER CODE:

PROOF OF AUTHENTICATION OF SIGNATURE

**This page is optional and is available for a department to authenticate contract signatures.
It is recommended that Departments obtain authentication of signature for the signatory
who submits the Contractor Authorized Listing.**

This Section MUST be completed by the Contractor Authorized Signatory in presence of notary.

Signatory's full legal name (print or type):

Title:

X _____

Signature as it will appear on contract or other document (**Complete only in presence of notary**):

AUTHENTICATED BY NOTARY OR CORPORATE CLERK (PICK ONLY ONE) AS FOLLOWS:

I, _____ (NOTARY) as a notary public certify that I witnessed
the signature of the aforementioned signatory above and I verified the individual's identity on this date:

_____, 20 ____.

My commission expires on:

AFFIX NOTARY SEAL

I, _____ (CORPORATE CLERK) certify that I witnessed the
signature of the aforementioned signatory above, that I verified the individual's identity and confirm the individual's
authority as an authorized signatory for the Contractor on this date:

_____, 20 ____.

AFFIX CORPORATE SEAL

**Request for Taxpayer
 Identification Number and
 Certification**

Completed form should be given to
 the requesting department or the
 department you are currently doing
 business with.

Company/Taxpayer Name (as shown on your income tax return). Name is required on this line, do not leave this line blank.			
DBA Name if different from above:			
Check the appropriate box: <input type="checkbox"/> Individual/Sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/ Estate <input type="checkbox"/> Other			
Legal Address: number, street, and apt. or suite no.	City:	State:	Zip code:
Remittance Address: if different from legal address number, street, apt. or suite no.	City:	State:	Zip code:
Phone:	Fax:	Email address:	
Part I Taxpayer Identification Number (TIN) Enter your TIN in the appropriate box. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instruction on page 2. For other entities, it is your employer identification number (EIN). If you do not have a number, see How to get a TIN on page 2. Note: If the account is in more than one name, see the chart on page 2 for guidelines on whose number to enter.			
Company/Taxpayer Tax Identification Number (9 digits EIN or SSN) Vendors: Dunn and Bradstreet Universal Numbering System (DUNS) All vendors that receive federal grant funds must submit their DUNS number. Please confirm with the state agency if this is required.	EIN:	SSN:	DUNS:
Part II Certification Under penalties of perjury, I certify that:			

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Services (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am an U.S. person (including an U.S. resident alien).
4. I am currently a Commonwealth of Massachusetts's state employee: (check one): No Yes If yes, in compliance with the State Ethics Commission requirements. Certification instructions: You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply.

Sign Here	Authorized Signature ► Printed Name ►	Date ►
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Purpose of Form

A person who is required to file an information return with the IRS must get your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or debt, or contributions you made to an IRA. Use Form W-9 only if you are a U.S. person (including a resident alien), to give your correct TIN to the person requesting it (the requester) and , when applicable, to:

1. Certify the TIN you are giving is correct (or you are waiting for a number to be issued).
2. Certify you are not subject to backup withholding

If you are a foreign person, use the appropriate Form W-8. See **Pub 515**, Withholding of Tax on Nonresident Aliens and Foreign Corporations.

What is backup withholding? Persons making certain payments to you must withhold a designated percentage, currently 28% and pay to the IRS of such payments under certain conditions. This is called "backup withholding." Payments that may be subject to backup withholding include interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding. If you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return, payments you receive will not be subject to backup withholding. **Payments you receive will be subject to backup withholding if:**

1. You do not furnish your TIN to the requester, or
2. You do not certify your TIN when required (see the Part II instructions on page 2 for details), or
3. The IRS tells the requester that you furnished an incorrect TIN, or
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only). Certain payees and payments are exempt from backup withholding. See the Part II instructions on page

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of Federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name. If you are an individual, you must generally enter the name shown on your social security card. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first and then circle the name of the person or entity whose number you enter in Part I of the form.

Sole proprietor. Enter your **individual** name as shown on your social security card on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). If you are a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Treasury regulations section 301.7701-3, **enter the owner's name on the "Name" line.** Enter the LLC's name on the "Business name" line.

Caution: *A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.*

Other entities. Enter your business name as shown on required Federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Part I - Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box.

If you are a **resident alien** and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see **How to get a TIN** below.

If you are a **sole proprietor** and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are an **LLC** that is **disregarded as an entity** separate from its owner (see **Limited liability company (LLC)** above), and are owned by an individual, enter your SSN (or "pre-LLC" EIN, if desired). If the owner of a disregarded LLC is a corporation, partnership, etc., enter the owner's EIN.

Note: *See the chart on this page for further clarification of name and TIN combinations.*

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get **Form SS-5**, Application for a Social Security Card, from your local Social Security Administration office. Get **Form W-7**, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN or **Form SS-4**, Application for Employer Identification Number, to apply for an EIN. You can get Forms W-7 and SS-4 from the IRS by calling 1-800-TAX-FORM (1-800-829-3676) or from the IRS's Internet Web Site www.irs.gov.

If you do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments.

The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: *Writing "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.*

Part II - Certification

To establish to the paying agent that your TIN is correct or you are a U.S. person, or resident alien, sign Form W-9.

For a joint account, only the person whose TIN is shown in Part I should sign (when required).

Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to give your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt,

or contributions you made to an IRA or MSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, and the District of Columbia to carry out their tax laws

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold a designated percentage, currently 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.

What Name and Number to Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ²
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ¹
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
5. Sole proprietorship	The owner ³
For this type of account:	Give name and EIN of:
6. Sole proprietorship	The owner ³
7. A valid trust, estate, or pension trust	Legal entity ⁴
8. Corporate	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership	The partnership
11. A broker or registered nominee	The broker or nominee
12. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name, but you may also enter your business or "DBA" name. You may use either your SSN or EIN (if you have one).

⁴ List first and circle the name of the legal trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.)

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

If you have questions on completing this form, please contact the Office of the State Comptroller. (617) 973-2468.

Upon completion of this form, please send it to the Commonwealth of Massachusetts Department you are doing business with.



COMMONWEALTH OF MASSACHUSETTS

OFFICE OF THE COMPTROLLER
Electronic Funds Transfer Sign Up Form

Request type must be checked: Initial Request Changing Existing Account Closing Account

I _____, hereby certify that the account/s indicated on this form is under my direct control and access; therefore, I authorize the State Treasurer as fiscal agent for the State of Massachusetts to initiate, change or cancel credit entries to that account/s as indicated on this form.

For ACH debits consistent with the International ACH Transaction (IAT) rules check one:

- I affirm that payments authorized hereunder are not to an account that is subject to being transferred to a foreign bank account.
- I affirm that payments authorized hereunder are to an account that is subject to being transferred to a foreign bank account.

This authority is to remain in full force and effect until the Office of Comptroller has received written notification, from ether me or an authorized officer of organization of the account's termination in such time and in such a manner as to afford CTR a reasonable opportunity to act upon it.

VENDOR BANK INFORMATION

Vendor Bank Name: _____
 Vendor Bank Transit Number (ABA): _____
 Vendor Bank Account Number: _____

Filling out this field is a requirement for changing account number

Vendor Bank Old Account Number: _____
 Account Type: _____

VENDOR INFORMATION

Vendor Tax Identification Number (TIN): _____
 Vendor/Business Name: _____
 Vendor Contact Name: _____
 E-mail: _____
 Telephone: _____
 Address: _____
 City: _____ State: _____ Zip: _____

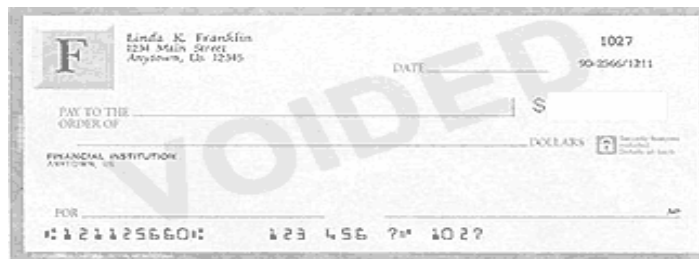
This authorization will remain in effect until either canceled in writing or an updated form changing information is sent to the Department you currently do business with.

AUTHORIZED SIGNATURE: _____

Print Name: _____ Title: _____ Date: _____

Form forwarded to Commonwealth Department: _____

Attached voided check here:





TOWN OF HOPEDALE

78 Hopedale Street - P.O. Box 7
Hopedale, Massachusetts 01747
Tel: 508-634-2203 Fax: 508-634-2200
www.hopedale-ma.gov

BOARD OF SELECTMEN

Brian R. Keyes, Chair
Louis J. Arcudi, III
Glenda A. Hazard

Town Administrator

Diana M. Schindler

FY22 Board Member Public Meeting Schedule Draper Room

Date:	BOS Member	Time:
September 29 2021	Lou	5:00PM-6:30PM
October 25, 2021	Glenda	5:00PM-6:30PM
November 22, 2021	Brian	11:00AM-1:00PM
December 20, 2021	Lou	12:00PM-1:30PM
January 24, 2022	Glenda	5:00PM-6:30PM
February 28, 2022	Brian	5:00PM-6:30PM
March 28, 2022	Lou	5:00PM-6:30PM
April 25, 2022	Glenda	5:00PM-6:30PM
May 23, 2022	Brian	11:30AM-1:00PM
June 27, 2022	TBA	TBA