



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

Select Board
Glenda A. Hazard, Chair
Brian R. Keyes
Bernard J. Stock

Town Administrator
Jeffrey Nutting
Interim Town Administrator

Select Board
Meeting Agenda
HYBRID MEETING
Draper Room
April 24, 2023
7:15 p.m.

NOTE LATER MEETING START TIME

On July 16, 2022, Lt. Governor Polito, as Acting Governor, signed into law An Act Extending Certain COVID-19 Measures Adopted During the State of Emergency.¹ This meeting will be held via HYBRID means.

If you wish to speak, please reserve comments until the Public Comment section of the meeting. If you are using video, you may either raise your hand to be acknowledged by the Chair or use the "Raise Your Hand" button. Please wait to speak until you are acknowledged by Chair. If participants cannot conduct themselves in accordance with these guidelines, they will be removed from meeting.

Also Streamed Live, click here: https://townhallstreams.com/towns/hopedale_ma

Join Zoom Meeting

<https://us02web.zoom.us/j/87145575031?pwd=eHBzbWFwODhSWUtUandGZmIrWDZqQT09>

Meeting ID: 871 4557 5031

Passcode: 189825

One tap mobile

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Call to order 7:15 p.m.

A. Consent Items

- a. Approve Memorial Day Parade Monday, May 29th
- b. Announce Celebrate Literacy Award from the Massachusetts Reading Association to Tricia Perry, Director, Bancroft Memorial Library
- c. Accept donation from Hopedale Friends of Elders to Council on Aging

B. Appointments & Resignations

C. New Business

D. Old Business

- a. FY 2024 Budget Discussion/Vote
- b. FY 2024 Capital Plan/Vote
- c. Review Annual Town Meeting Warrant Articles/Vote
- d. Review Special Town Meeting Warrant Articles/Vote
- e. Review upcoming meeting schedule

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

F. Correspondence and Select Board Informational Items (votes will not be taken)

- a. Memo to Planning Board re: representative to serve on Master Plan Implementation Cte.
- b. Thank you letter to Master Plan Steering Committee

G. Requests for Future Agenda Items

H. Administrator Updates

I. Executive Session(s):

Please note the Select Board agenda may be subject to change and items not anticipated may be discussed and all listed agenda items may be subject to a vote.

¹ Chapter 2 of the Acts of 2023 authorized an extension, until March 31, 2025, of the remote meeting provisions of the March 12, 2020 Executive Order Suspending Certain Provisions of the Open Meeting Law. Section (1) of the executive order allowing public access through adequate, alternative means is independent from Section (2), which allows members of the public body to participate remotely. The public body may conduct its proceedings under the relief provided in section (1) or (2) or both.
<https://www.mass.gov/the-open-meeting-law>



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April 11, 2023

TO: Select Board
FROM: Martha White, Interim Executive Assistant
RE: Memorial Day Parade

As members of the Select Board are aware, Hopedale resident Thomas J, Beder, United States Marine and Jr. Vice Commandant of the Marine Corps League, Detachment 144 in Worcester, is planning three upcoming community events.

The first is a Memorial Day Parade, scheduled for May 29th. The parade will follow the same procedures as in past years, with collation at the Junior-Senior High School at 8:00 a.m. and concluding with a service at the Village Cemetery. The speaker at this service will be Ryan White, US Army, Bronze Medal Recipient, and Hopedale Fire Fighter.

The Police Chief, Fire Chief and Highway Superintendent have approved this event; Mr. Beder is seeking the Select Board's approval.

The other events that Mr. Beder is planning will be included in upcoming Select Board agendas.



MASSACHUSETTS
READING ASSOCIATION

Massachusetts Reading Association
An affiliate of the International Literacy Association

Kim Kelley
227 Woburn Street
Wilmington, MA, 01887
(W) 978-694-6020
kimdkelley@gmail.com

April 11, 2023

Dear Ms. Perry,

It is our pleasure to officially inform you that you have been awarded the annual Celebrate Literacy Award from the Massachusetts Reading Association. You were nominated by Nancy Verdolino through the Nobscot Reading Council. As you know, this award recognizes organizations, institutions, and individuals who have made significant contributions to literacy. The Massachusetts Reading Association has selected you in recognition of your impassioned commitment to literacy. Congratulations!

We will be recognizing this award on Thursday, April 27, at our annual conference.

We would like to present this award to you personally at the Massachusetts Reading Association's 52nd Annual Conference at the Boston Marriott Quincy, Quincy, MA, Thursday, April 27, 2023. You will be announced *before* the *Thursday morning keynote speaker* and are invited to be our conference guest for one or both days of the conference (Thursday, April 27th and Friday, April 28th). Please email me at your earliest convenience to confirm your availability to attend (Kim Kelley – kimdkelley@gmail.com).

If you are available to attend, please use this link to register:
[2023 MRA Conference Information and Registration](#)

At the end, on the payment page, please apply the code: MRA23

This will reduce all fees to \$0. Please contact Nancy Meagher (nfmeagher@comcast.net) if you have any registration questions.

President Nancy Witherell and the Massachusetts Reading Association board members join me in wishing you very sincere congratulations! We look forward to presenting this distinguished award to you. If you have questions, please do not hesitate to contact me. Congratulations!

Sincerely yours,
Kimberly Kelley
Kimberly Kelley
MRA Celebrate Literacy Chair



Myfm 101.3

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Congratulations Tricia Perry, Director of the Bancroft Memorial Library in Hopedale, who has been awarded the annual Celebrate Literacy Award from the Massachusetts Reading Association. This award recognizes organizations, institutions, and individuals who have significantly contributed to literacy.

One of the programs she launched is 1000 Books Before Kindergarten. Since its January launch, over 60 children have been enrolled to date, and 20 children have read more than 100 books! Four children are almost at 400 books. This program is a collaborative effort with support from Middlesex Savings Bank, United Way of Tri-County, Bright Beginnings Preschool, and the Milford Family & Community Network.

Tricia brings out the best in her staff and patrons. Her favorite book quote is, "Reading is magic - when you have the right book." She works hard to ensure that all patrons, from the youngest to the oldest, have books they want and need to be the best they can be.



Write a comment...



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

April 19, 2023

Dear Hopedale Select Board,

The Hopedale Council on Aging requests the Select Board accept the attached donation form the Hopedale Friends of Elders. The Friends make periodic donations for the specific purpose of supplementing the cost of payments to our program Instructors.

Sincerely,



Carole Mullen

Director

Hopedale Council on Aging

Hopedale Friends Of Elders Inc 05/89
PO Box 318
Hopedale, MA 01747

710
44-332213

4/12/23
DATE

PAY TO THE ORDER OF

Hope Dale Council on Aging
Su O'Hara \$ 2000.00



MILFORD FEDERAL BANK
MILFORD, MASSACHUSETTS 01757

FOR

Instructor

Sarah Saylor Orlis

⑆ 211371324⑆ 023760819⑆ 0710

A Snapshot of Hopedale's Financial Position

April 2023

What is the schedule for the Town Election, Town Meetings and Special Election to be held at the High School?

The Annual Town Election is on May 9th from 7AM to 8PM. The Annual and Special Town Meetings are on May 16th at 7:00 PM. The Special Election is on May 23rd from 7AM to 8 PM.

Why will there be a Special Election on May 23rd?

The proposed annual budget has a gap between project revenues and projected expenses of almost \$1,866,000. In order to balance the budget, the recommendation is to reduce the School budget request by over \$1,000,000, close the Library, Senior Center, and Parks programs along with several other reductions in the requested budgets. The Special Election is to consider an Override of \$1,350,000 to restore funding to the School budget and keep the Library, Senior Center, and Parks open.

How are Hopedale's Annual Revenues Determined?

Property tax revenues are controlled by a 1980 law called Proposition 2 ½. Generally, it allows property tax revenues to growth by 2.5% per year. Along with other revenues, the average annual total increase in revenues is between 3% – 4% which, in Hopedale's case, is about \$700,000 - \$750,000 per year in additional revenues. The town's proposed Fiscal FY24 annual budget effective July 1 is about \$27,500,000. This is about a \$857,000 increase in revenues over this year's budget.

Why is There a Gap Between Projected FY24 Revenue and Expenses?

Unfortunately, between the voters using Free Cash to balance this year's budget and the increase in the amount of funds needed to keep the same level of Town and School services for next year, projected FY24 expenses exceed revenues by almost \$1,900,000.

Hopedale is not unique in this matter. Communities across the Commonwealth have faced this issue over and over since 1980.

The other matter that has put Hopedale in this difficult financial position is the fact the town has been balancing its annual budget with "Free Cash". Simply put, these are funds that are left over from the year before. While using a small amount of Free Cash from time to time may be ok, overall, it is a poor financial practice.

Think of it this way. Your company gives you a bonus that you use to pay your utility bills, next year you don't get the bonus, but you still must pay your bills. In other words,

your yearly expenses exceed your yearly income so you did the best you could to get by using the bonus but now you face an even bigger problem. Something must give. You need to cut some expenses or earn extra income. Hopedale is in the same situation. We have been living off the "bonus" but now is the time to phase out this practice.

How Should Free Cash be Used?

By using our "bonus" to pay our monthly bills we have not addressed other issues, specifically our capital needs. Just like at home things wear out. The roofs, vehicles, the parks, roads, and sidewalks, etc. all need to be replaced from time to time. Using Free Cash to replace some of these items is the sound financial approach used by communities across the Commonwealth. In a year we get a "bonus" (Free Cash) we can replace items. In a year we don't we can hold off but still pay our monthly bills.

What Will be the Result of this Change?

The Town Meeting must adopt a balanced budget. Unfortunately, either cuts must be made (Schools, Library, Council on Aging, Parks, other budgets) or there must be an increase in income (Override). There are no pleasant choices, but the long-term fiscal health of the community will be better served by either cutting expenses or increasing revenue.

Why Recommend Cutting the School Budget and Eliminating the Library, Council of Aging and Parks Departments?

Many of the positions in Town government are required by law. For example, Town Clerk, Treasurer, Assessor, Board of Health, Inspectors, along with the Boards and Committees. These all have very limited staff and further cuts will compromise their ability to correctly do their jobs. The Public Safety departments have minimal staffing as well. If we reduced the Fire Department budget by cutting positions, the revenue generated by the ambulance service would decline, offsetting the savings.

Reducing the Police Department budget would result in only one officer on the streets for some shifts, which is very dangerous for the public and the officer. Alternatively, shifts could be filled with overtime which, of course, is costly.

If we reduce personnel in the Highway Department, there are so few laborers already the only choice would be to lay off the mechanic. We would then have to outsource all repairs costing the town more money than we save and compromising the Department's ability to respond during snowstorms or other emergency events if equipment breaks down, as there would be no one on hand to perform repairs.

As a result, this leaves only a few budgets that can be reduced for the Town Meeting to approve a balanced budget.

Will the Voters Have any Choice in this Proposal?

Yes. The Annual Town Meeting on May 16th decides on the Fiscal Year 2024 annual budget. There will be two options presented. The first is a Balanced Budget that recommends reductions in the School, Library, Council on Aging, Parks, and many other budgets. There will also be a Contingent Budget presented that restores the Schools, Library, Council on Aging and Parks while leaving other proposed reductions in place to balance the budget.

If the Contingent Budget is approved by the Town Meeting it must also be approved via a Proposition 2½ Override by the voters at the Special Election on May 23rd. The Override question will request an additional \$1,350,000 of property taxes to maintain the School, Library, Council on Aging and Parks. If the Override is approved by the voters, the Contingent Budget will take effect on July 1. If the voters do not approve the Override, the Balanced Budget will take effect on July 1.

How Much Will my Property Taxes Increase if the Override is Approved?

The average home in Hopedale has an assessed value of about \$450,000. It is estimated that the override will increase the average property tax bill by \$562 a year. If your home has a lower or higher assessed value than \$450,000 then your tax increase would be adjusted accordingly. This estimate is for Override only and does not include the average annual increase in your tax bill.

Can the Town Institute Changes to Help Balance the Budget in the Future?

The Town can make some changes over time to help the situation, but it will not relieve the Town from facing this problem from time to time. There are some areas to be considered to help the long-term financial position of the town including:

- Adopting Fiscal Policies
- Formalizing the budget process
- Annually preparing a three-year fiscal forecast
- Annually preparing a clearly defined five-year capital plan.
- Negotiating a different share of health insurance cost between the employees/retirees and the Town
- Promoting commercial and industrial growth within the overall Master Plan

What is the bottom line?

The question for the voters at the Annual Town Meeting on May 16th and the Special Election on May 23rd is to decide is whether to cut expenses to balance the budget or increase revenues to continue to provide the same level of service that you enjoy today.

Background on the Proposed FY 24 Budget

This is a summary of the Fiscal Year 2024 Annual Town Budget, focusing on projected Revenues and Expenses, the resulting budget shortfall and associated community impacts.

PROJECTED INCREASES IN FY 24 AVAILABLE REVENUES:

The following increases are projected in the three main revenues sources:

Property Taxes	\$604,000
State Aid – This amount varies based on the Legislature (Preliminary)	\$34,000
Local Receipts – From excise tax, fees, etc.	<u>\$119,000</u>
Sub-Total FY 24 increase in new revenue	<u>\$757,000</u>
Proposed use of Free Cash for FY 24 budget	<u>\$100,000</u>
Total Additional Available Revenue for FY 24	<u>\$857,000</u>

This represents an increase in Revenues of 3.1% from FY 23

PROJECTED INCREASES IN FY 24 EXPENSES:

The expenses associated with the following budgets are referred to as “fixed costs,” costs that are, typically, legally, or contractually mandated:

	FY 23	FY 24	Change
Blackstone Valley Tech	\$730,214	\$1,008,525	\$278,311
Debt and Interest	\$326,264	\$345,123	\$18,859
Pension	\$1,318,475	\$1,383,382	\$64,907
Unclassified, Insurance	\$4,560,841	\$4,720,000	<u>\$159,159</u>

Increase in Fixed Costs \$521,236

Thus, of the \$857,000 in projected additional revenue, only \$335,764 is available for all other Town departments. Yet, anticipated budget increases – just to maintain existing services and staffing levels – far exceed this amount:

			Change
FY 24 BUDGET	FY23	FY 24 Level	FY23 to FY 24
GENERAL GOVERN	\$1,199,027	\$1,358,153	\$159,126
PUBLIC SAFETY	\$3,325,540	\$3,679,867	\$354,327
HOPEDALE SCHOOL SYSTEM	\$13,398,523	\$13,970,866	\$572,343

PUBLIC WORKS	\$1,016,326	\$1,176,431	\$160,105
HUMAN SERVICES	\$926,361	\$932,921	\$6,560
CULTURE & RECREATION	\$417,424	\$404,404	<u>(\$13,020)</u>
			\$1,239,441

Please note that in the FY 24 Level Service budget above, no new employees are proposed except in the water department which is self-funding. Personnel cost increases result from agreed-upon collective bargaining agreements and/or wage increases in the small number of non-union employees. Further, the expense budgets reflect only anticipated cost increases in goods and services.

The FY 24 Level budget increase of \$1,237,441, minus the available revenues of \$335,764, leaves a budget gap of over \$900,000. Further, since the Town used about \$800,000 in Free Cash to balance the FY 23 budget, the actual FY 24 budget deficit is more than \$1,800,000 (less the use of \$100,000 in Free Cash) for a projected deficit of \$1,766,800.

To close this deficit and achieve a Balanced Budget, the following budget reductions will be recommended at the Town Meeting:

FY 24 BUDGET	FY 24 Level	FY 24 Balanced	Difference
GENERAL GOV.	\$1,356,153	\$1,266,288	(\$89,865)
PUBLIC SAFETY	\$3,679,867	\$3,639,362	(\$40,505)
EDUCATION	\$13,970,866	\$12,928,866	(\$1,042,000)
PUBLIC WORKS	\$1,176,431	\$1,093,051	(\$83,380)
HUMAN SERVICES	\$932,921	\$803,330	(\$129,591)
CULTURE & REC	\$404,404	\$22,945	<u>(\$381,459)</u>
			(\$1,766,800)

This balanced budget would have the following impacts on the community:

- School: Loss of teachers, sports programs, transportation services, and more
- Library: The Library would be closed
- Council on Aging: The Senior Center would be closed.
- Parks Department: No summer programs

Two FY 24 budgets will be presented at the May 16 Annual Town Meeting – one for a balanced budget as outlined above and the other a Contingent budget that will go

into effect only if approved at the Town Meeting and a Proposition 2½ Override of \$1,350,000 at the Special Election on May 23rd.

The Town Meeting will make the final decision regarding both budgets, and must approve a balanced budget; that is, a budget that does not exceed FY 24 projected revenues. They will also decide if they wish to approve a contingent budget that would increase the tax revenues by \$1,350,000.

If the contingent budget is approved at the Town Meeting and by the voters at the Special Election, then the contingent budget will go into effect July 1, 2023, as follows:

- The Library budget restored, and Library remains open.
- The Council on Aging budget restored, and COA remains open.
- The Parks Department budget restored, and programs continue.
- The School Department budget increased by \$810,000.

If the Override is not approved the balanced budget goes into effect on July 1, 2023.

Please exercise your right to vote at the Town meeting and both Elections. It is your government and your choice.

Annual Town Budget 5/16/2023	FY23 Budget	FY 24 Level	No Override Non Contingent Appropriation FY 24	Override \$1,350,000 Contingent Appropriation FY 24
<u>114 - TOWN MODERATOR</u>				
Salaries Elected Officials	\$200	\$200	\$0	
<u>122 - SELECTMEN</u>				
Salaries Elected Officials	\$5,850	\$5,850	\$0	
Expenses	\$5,440	\$3,190	\$3,190	
Total	\$11,290	\$9,040	\$3,190	
<u>123 - ADMINISTRATOR</u>				
Wages	\$163,998	\$275,000	\$200,000	\$20,000
Expense	\$85,437	\$27,000	\$27,000	
Total	\$249,435	\$302,000	\$227,000	
<u>131 - FINANCE COMMITTEE</u>				
Salary Appointed Officials	\$4,140	\$4,140	\$0	
Expenses	\$250	\$250	\$250	
Total	\$4,390	\$4,390	\$250	
<u>132 - RESERVE FUND</u>				
RESERVE FUND	\$35,000	\$35,000	\$35,000	
	\$35,000	\$35,000	\$35,000	
<u>135 - ACCOUNTANT</u>				
Wages	\$0	\$0	\$0	
Expense	\$117,690	\$118,890	\$118,890	
Total	\$117,690	\$118,890	\$118,890	
<u>141 - ASSESSORS</u>				
Salary Appointed Officials	\$0	\$1,665	\$0	
Wages	\$98,584	\$105,114	\$103,449	
Total Wages	\$98,584	\$105,114	\$103,449	
Expense	\$29,558	\$29,300	\$29,300	
Total	\$128,142	\$134,414	\$132,749	
<u>145 - TREASURER/COLLECTOR</u>				
Wages	\$196,421	\$201,463	\$201,463	
Expenses	\$35,792	\$61,125	\$61,125	
Total	\$232,213	\$262,588	\$262,588	
<u>151 - TOWN COUNSEL</u>				
Expenses	\$75,000	\$75,000	\$75,000	
Total	\$75,000	\$75,000	\$75,000	
<u>158 - TAX TITLE</u>				
Tax Title	\$3,000	\$3,000	\$3,000	
Total	\$3,000	\$3,000	\$3,000	
<u>161 - TOWN CLERK</u>				
Salaries Elected Officials	\$69,000	\$72,450	\$72,450	
Wages	\$21,006	\$23,056	\$23,056	

Total Wages	\$91,006	\$95,506	\$95,506
PROFESSIONAL AND TECH	\$1,276	\$1,300	\$1,300
TRAVEL/DUES/SEMINARS	\$3,425	\$3,425	\$3,425
Expense	\$4,701	\$4,725	\$4,725
Total	\$96,707	\$100,231	\$100,231
<u>162 - ELECTIONS</u>			
Wages	\$12,158	\$12,158	\$12,158
Expense	\$7,082	\$7,082	\$7,082
Total	\$19,240	\$19,240	\$19,240
<u>163 - REGISTRATION</u>			
Wages	\$1,600	\$1,600	\$1,600
Expense	\$3,675	\$4,000	\$4,000
Total	\$5,275	\$5,600	\$5,600
<u>166 - PARKING CLERK</u>			
Wages	\$600	\$600	\$600
Expenses	\$291	\$200	\$200
Total	\$891	\$800	\$800
<u>171 - CONSERVATION COMM</u>			
Salary Appointed Officials	\$1,150	\$2,340	\$0
Wages	\$1,150	\$3,590	\$1,250
Expenses	\$0	\$0	\$5,000
Total	\$1,150	\$3,590	\$6,250
<u>175 - PLANNING BOARD</u>			
Salaries Elected Officials	\$3,330	\$3,330	\$0
Wages	\$79,506	\$5,830	\$2,500
Expenses	\$923	\$1,000	\$1,000
Total	\$80,429	\$6,830	\$3,500
<u>176 - ZONING BOARD</u>			
Salary Appointed Officials	\$2,340	\$2,340	\$0
Wages	\$1,372	\$2,500	\$2,500
Expenses	\$1,999	\$3,000	\$3,000
Total	\$5,711	\$7,840	\$5,500
<u>IT DEPARTMENT</u>			
Expenses	\$59,174	\$69,300	\$69,300
Total	\$59,174	\$69,300	\$69,300
<u>192 - PUBLIC BLD - ALL</u>			
Expenses	\$75,090	\$200,200	\$200,200
Total	\$75,090	\$200,200	\$200,200
<u>100 - GENERAL GOVERNMENT</u>			
<u>200 - POLICE</u>			
Wages	\$1,279,293	\$1,367,272	\$1,359,772
Expenses	\$195,812	\$215,316	\$215,316
Total	\$1,475,105	\$1,582,588	\$1,575,088

<u>215 - DISPATCH</u>				
Wages	\$339,255	\$362,892	\$362,892	
Expense	\$28,515	\$28,515	\$28,515	
Total	\$367,770	\$391,407	\$391,407	
<u>220 - FIRE</u>				
Wages	\$1,081,489	\$1,225,282	\$1,210,677	
Expense	\$301,890	\$333,970	\$333,970	
Total	\$1,383,379	\$1,559,252	\$1,544,647	
<u>241 - BUILDING INSPECTOR</u>				
Wages	\$59,283	\$63,135	\$63,135	
Expenses	\$3,626	\$3,000	\$3,000	
Total	\$62,909	\$66,135	\$66,135	
<u>243 - PLUMBING INSPECTOR</u>				
Wages	\$7,275	\$8,750	\$8,750	
Expenses	\$196	\$300	\$300	
Total	\$7,471	\$9,050	\$9,050	
<u>245 - ELECTRICAL INSPECTOR</u>				
Wages	\$8,275	\$9,750	\$9,750	
Expenses	\$490	\$300	\$300	
Total	\$8,765	\$10,050	\$10,050	
<u>247 - WEIGHTS & MEASURES</u>				
Wages	\$750	\$750	\$750	
Total	\$750	\$750	\$750	
<u>291 - CIVIL DEFENSE (EMS)</u>				
Wages	\$5,000	\$5,000	\$5,000	
Expenses	\$5,700	\$6,900	\$6,900	
Total	\$10,700	\$11,900	\$11,900	
<u>292 - Animal Control</u>				
Expenses	\$0	\$28,735	\$28,735	
Total	\$0	\$28,735	\$28,735	
<u>294 - FORESTRY-TREES</u>				
Salaries Elected Officials	\$900	\$900	\$0	
Expenses	\$7,154	\$19,100	\$1,600	
Total	\$8,054	\$20,000	\$1,600	
<u>295 - FORESTRY-DUTCH ELM</u>				
Expenses	\$637	\$0	\$0	
Total	\$637	\$0	\$0	
<u>200 - PUBLIC SAFETY TOTAL</u>				
	\$3,325,540	\$3,679,867	\$3,639,362	
<u>300 - EDUCATION</u>				
Hopedale Schools	\$13,398,523	\$13,970,866	\$12,928,866	\$810,000
BVT School	\$730,214	\$1,008,525	\$1,008,525	

Total	\$14,128,737	\$14,979,391	\$13,937,391	
Total - EDUCATION	\$14,128,737	\$14,979,391	\$13,937,391	
<u>422 - HIGHWAY</u>				
Salaries Elected Officials	\$1,980	\$1,980	\$0	
Wages	\$498,494	\$525,052	\$523,072	
Expenses	\$289,482	\$388,629	\$337,629	
Total	\$787,976	\$913,681	\$860,701	
<u>423 - SNOW REMOVAL</u>				
Wages	\$20,000	\$21,000	\$20,000	
Expenses	\$105,000	\$134,400	\$105,000	
Total	\$125,000	\$155,400	\$125,000	
<u>424 - STREET LIGHTING</u>				
Expenses	\$65,000	\$69,000	\$69,000	
Total	\$65,000	\$69,000	\$69,000	
<u>491 - CEMETERY</u>				
Expenses	\$3,350	\$3,350	\$3,350	
Total	\$3,350	\$3,350	\$3,350	
<u>400 - PUBLIC WORKS</u>				
	\$1,016,326	\$1,176,431	\$1,093,051	
<u>511 - PUBLIC HEALTH</u>				
Salaries Elected Officials	\$1,665	\$1,665	\$0	
Wages	\$66,410	\$66,770	\$66,770	
Expense	\$684,670	\$693,825	\$693,825	
Total	\$751,080	\$760,595	\$760,595	
<u>541 - COUNCIL ON AGING</u>				
Wages	\$100,303	\$105,348	\$0	\$111,348
Expenses	\$24,843	\$24,843	\$0	\$24,843
Total	\$125,146	\$130,191	\$0	\$136,191
<u>543 - VETERANS</u>				
Wages	\$6,000	\$6,000	\$6,600	
Expenses	\$0	\$1,000	\$1,000	
Veterans's Benefits	\$44,000	\$35,000	\$35,000	
Total	\$50,000	\$42,000	\$42,600	
<u>549 - COMM ON DISABILITIES</u>				
Expenses	\$135	\$135	\$135	
Total	\$135	\$135	\$135	
<u>500 - HUMAN SERVICES</u>				
	\$926,381	\$932,921	\$803,330	
<u>610 - LIBRARY</u>				
Salaries Elected Officials	\$1,440	\$1,440		
Wages	\$199,288	\$208,582		\$216,582
Expenses	\$120,283	\$105,402	\$0	\$105,402
Total	\$321,011	\$315,424	\$0	\$321,984

<u>650 - PARKS</u>				
Salaries Elected Officials	\$1,440	\$1,440		
Wages	\$26,400	\$26,400		\$26,400
Expenses	\$56,616	\$49,195	\$12,000	\$37,195
Total	\$84,456	\$77,035	\$12,000	63,595
<u>691 - HISTORICAL COMMITTEE</u>				
Expenses	\$2,484	\$1,600	\$1,600	
Total	\$2,484	\$1,600	\$1,600	
<u>692 - MEMORIAL DAY</u>				
Expenses	\$245	\$245	\$245	
Total	\$245	\$245	\$245	
<u>693 - HIST COMM-RED SHOP</u>				
Expense	\$5,465	\$3,000	\$3,000	
Total	\$5,465	\$4,000	\$3,000	
<u>699 - CULTURAL COUNCIL</u>				
Cultural (Band concerts)	\$3,763	\$4,000	\$4,000	
Expenses		\$2,100	\$2,100	
Total	\$3,763	\$6,100	\$6,100	
<u>600 - CULTURE & RECREATION</u>				
	\$417,424	\$404,404	\$22,945	
<u>710 - PRINCIPAL OF DEBT</u>				
Total - Principal	\$240,750	\$243,728	\$243,728	
<u>715 - INTEREST ON DEBT</u>				
Total - Interest	\$85,514	\$101,395	\$101,395	
<u>700 - DEBT AND INTEREST</u>				
	\$326,264	\$345,123	\$345,123	
<u>PENSIONS</u>				
Total	\$1,316,665	\$1,381,525	\$1,381,525	
<u>847 - CMRPD</u>				
Total	\$1,810	\$1,857	\$1,857	
<u>850 - STABILIZATION FUND</u>				
Total	\$0	\$0	\$0	
<u>800 - INTERGOVERNMENTAL</u>				
	\$1,318,475	\$1,383,382	\$1,383,382	
<u>912 - WORKERS COMP</u>				
Total	\$141,000	\$164,000	\$164,000	
<u>913- UNEMPLOYMENT</u>				
Total	\$30,000	\$30,000	\$30,000	
<u>914 - MEDICARE</u>				
Total	\$241,260	\$251,000	\$251,000	

916 - HEALTH/LIFE INSURANCE

Total	\$3,982,581	\$4,100,000	\$4,080,000	
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945 - LIABILITY INSURANCE

Total	\$166,000	\$175,000	\$175,000	
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900 - UNCLASSIFIED

	\$4,560,841	\$4,720,000	\$4,700,000	
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Total Requests	\$26,292,634	\$28,979,672	\$27,192,872	28,544,642
Estimated Revenues		\$27,194,921	\$27,194,921	28,544,921
Difference	\$26,555,855	(\$1,784,751)	\$2,049	\$279

Hopedale FY 24 Estimated Revenues			No Override Non Contingen	Override CONTINGENT
Revenue	2023	2024	2024	2024
Property Tax	\$17,292,147	\$17,724,451	\$17,724,451	\$17,724,451
New Growth		\$180,000	\$180,000	\$180,000
Override				\$1,350,000
Debt Exclusion	\$288,437	\$279,192	\$279,192	\$279,192
Total Tax Levy	\$17,580,584	\$18,183,643	\$18,183,643	\$19,533,643
State Revenue				
Chapter 70 Schools	\$6,168,750	\$6,195,000	\$6,195,000	\$6,195,000
Charter School Reimbursements	\$12,236	\$11,145	\$11,145	\$11,145
School Choice				
Unrestricted Aid	\$755,359	\$770,466	\$770,466	\$770,466
All other net of Offsets	\$63,668	\$43,996	\$43,996	\$43,996
Subtotal	\$7,000,013	\$7,020,607	\$7,020,607	\$7,020,607
Other Revenue				
Local Receipts	\$1,554,110	\$1,600,000	\$1,600,000	\$1,600,000
Water Indirects	\$136,854	\$169,605	\$169,605	\$169,605
Sewer Indirects	\$117,334	\$144,729	\$144,729	\$144,729
Ambulance Receipt Reserve	\$330,000	\$345,000	\$345,000	\$345,000
Free Cash		\$100,000	\$100,000	\$100,000
Total Revenue/other funds	\$2,138,298	\$2,359,334	\$2,359,334	\$2,359,334
Total Revenue	\$26,718,895	\$27,563,584	\$27,563,584	\$28,913,584
Assessments				
State Assessment/Transportation	\$29,381	\$28,001	\$28,001	\$28,001
School choice	\$198,644	\$197,964	\$197,964	\$197,964
Charter School	\$81,560	\$67,698	\$67,698	\$67,698
Abatement/ Exemptions/Seniors	\$73,137	\$75,000	\$75,000	\$75,000
Total Assessments	\$382,722	\$368,663	\$368,663	\$368,663
Net Revenues	\$26,336,173	\$27,194,921	\$27,194,921	\$28,544,921

NO Override

Override

FY 24 Budget
Total Requests
Estimated Revenues
Difference

FY 24 REQUEST	FY 24 REQUEST	FY 24 REQUEST
\$28,979,672	\$27,192,872	\$28,544,642
\$27,194,921	\$27,194,921	\$28,544,921
(\$1,784,751)	\$2,049	\$279

FY 24 CAPITAL REQUEST
4/18/2023

Free cash
1,106,000

Legal settlements	\$ 109,400
Prior year bills	\$ 47,783
FY 23 budget Adjustments	\$ 217,000
ATM balance budget	\$ 100,000
Pay off Debt - ATM	\$ 165,000
Subtotal	\$ 639,183
Available Free Cash	\$ 466,817

Capital Requests	Requests	Recommend
Pond/Causeway Restoration Study	\$160,000	\$160,000 Match needed for grant Of \$444,0000
Trees	\$25,000	Hold
Fire		
Door Repairs	\$50,000	\$25,000 Finish In the Fall
Highway		
Sidewalk Tractor	\$88,600	Fall STM
Library		
Replace HVAC	\$80,000	\$60,000
Technology	\$20,000	Fall STM
Park		
Park Retaining Wall	\$60,000	Waiting info
Town Park Railing repair	\$20,000	Waiting info
Phillips Field renovation	\$150,000	Discussion
Draper Field Maintenance	\$30,000	of overall
Tennis Court - Repairs	\$35,000	Rac Plan
School		
Heating/Cool	\$135,000	\$135,000
Paving	\$75,000	
Security upgrades	\$25,000	
Bus Replacement	\$90,000	
Total Requests	\$1,023,600	
Recommended		\$380,000
Free Cash Available		\$466,817
Net		86,817

Borrow		
Roof	\$1,600,000	ATM warrant Bond 20 years
Ambulance	\$400,000	ATM warrant Ban/bond 5 years
1/3 of Vac Truck W/S/H	\$400,000	ATM warrant 1/3 W, 1/3 S, 1/3 H 5 years
		Pay off Highway portlon In Fall STM

On the Horizon	
Town Park Improvements	\$4,000,000
RR land if the Town prevails	\$3,900,000
Recreation	\$4,000,000
Police Station Roof Replace	
New Town Hall	
Roads/sidewalks/drainage	

Capital Requests
FY 24-28

Department	FY24	FY 25	FY27	FY28
Admin	\$ 34,000	\$3,800,000		
Fire	\$ 455,000	\$558,000	\$550,000	\$20,000
Highway	\$ 145,000	\$378,000	\$113,000	\$383,000
IT	\$ 30,000	\$5,000	\$5,000	\$5,000
Library	\$ 80,000	\$300,000	\$-	\$-
Park	\$ 260,000	\$5,850,000	\$150,000	\$150,000
Police	\$ 26,000	\$140,000	\$100,000	\$85,000
School	\$ 325,000	\$200,000	\$125,000	\$20,000
Total	\$ 1,355,000	\$11,128,000	\$1,043,000	\$623,000



**TOWN OF HOPEDALE
FY 2024
ANNUAL TOWN MEETING**

**Tuesday, May 16, 2023
7:00 pm**

**Dennett Auditorium
Junior-Senior High School
25 Adin Street**

Worcester SS: To the Constables in the Town of Hopedale in the County of Worcester.

Greetings: In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the inhabitants of the Town of Hopedale qualified to vote in town affairs to meet in the Dennett Auditorium of the Junior-Senior High School located at 25 Adin Street, Hopedale, MA 01747, on Tuesday, May 16, 2023, at 7:00 pm, then and there to act on the following articles:

ARTICLE 1: To see if the Town will vote to hear and act upon the report of the Select Board and other offices, departments, or committees of said Town, or take any other action related thereto.

Submitted by: Select Board

MOTION: Move that the Town vote to hear and act upon the report of the Select Board and other offices, departments, or committees of the Town.

Commentary: This article allows the Select Board and other officers of the Town to present a report of their activities to the Town Meeting.

ARTICLE 2: To see if the Town will vote to fix the salaries and compensation of all elected officers as provided by M.G.L. Chapter 41, §108, and to raise and appropriate or transfer from the Ambulance Receipts Reserved for Appropriation and/or other available funds, such sums as may be necessary to defray expenses of the Town Departments for FY 2024, as presented, or take any other action related thereto.

Submitted by: Select Board

MOTION:

Commentary: This article will fix the annual compensation for elected officials (currently only the Town Clerk) and fund the **Town's FY 2024 Annual Operating Budget** through appropriations and transfers.

ARTICLE 3: To see if the Town will vote to transfer from available funds a sum of money to be authorized to fund the Water Department budget for Fiscal Year 2024 from Water Enterprise receipts, or take any other action related thereto.

Submitted by: Water and Sewer Commissioners

MOTION: Move that the Town vote to transfer from the Water Enterprise Fund, in accordance with the provisions of M.G.L c.44 §53F½, the sum of \$----- to fund the Water Department budget for Fiscal Year 2024.

Commentary: This is the principal money article which will fund the fiscal year 2024 operations of the Water Department completely from Water Enterprise receipts.

ARTICLE 4: To see if the Town will vote to transfer from available funds a sum of money to be authorized to fund the Sewer Department budget for Fiscal Year 2024 from Sewer Enterprise receipts, or take any other action related thereto.

Submitted by: Water and Sewer Commissioners

MOTION: Move that the Town vote to transfer from the Sewer Enterprise Fund, in accordance with the provisions of M.G.L c.44 §53F½, the sum of \$----- to fund the Sewer Department budget for Fiscal Year 2024.

Commentary: This is the principal money article which will fund the fiscal year 2024 operations of the Sewer Department completely from Sewer Enterprise receipts.

ARTICLE 5: To see if the Town will, upon recommendation of the Community Preservation Committee, appropriate from the Community Preservation Act fund, in accordance with M.G.L. c. 44B, such sums of money as it determines necessary for the expenses and charges for operation of the Community Preservation Committee for Fiscal Year 2024, or take any action related thereto.

Submitted by: Community Preservation Committee

MOTION: Move that the Town appropriate from the Community Preservation Act fund, in accordance with M.G.L. c. 44B, the sum of \$7,500 for the expenses and charges for operation of the Community Preservation Committee for Fiscal Year 2024.

Commentary: The approval of this article provides annual funding for the Community Preservation Committee's administrative and operational expenses. Under the Community Preservation Act, up to 5% of the ensuing fiscal year's estimated CPA revenues may be expended for such purposes. By law, any balance remaining in this account at the end of the fiscal year is returned to the Community Preservation Act fund.

ARTICLE 6: To see if the Town will vote, upon recommendation of the Community Preservation Committee, to appropriate from the Community Preservation Act Fund, a sum of money pursuant to the requirements of the Community Preservation Act M.G.L. c. 44B, §6 for the purposes of Open Space, Community Housing (Affordable) and Historic Resources (Preservation), or take any other action related thereto.

Submitted by: Community Preservation Committee

MOTION: Move that the Town vote, pursuant to the requirements of the Community Preservation Act M.G.L. c. 44B, §6, to appropriate from the Community Preservation Act Fund, as follows:

Reserve for Open Space	\$17,494
Reserve for Community Housing	\$17,494
Reserved for Historic Resources	\$17,494

Commentary: The purpose of this article is to comply with the provisions of M.G.L., Chapter 44B, §6, which requires that every fiscal year, upon recommendation of the Community Preservation Committee, Town Meeting shall spend, or set aside for later spending, not less than 10% of the estimated annual revenues in the Community Preservation Act Fund for each of the following: Open Space (including recreational land), Community (Affordable) Housing, and Historic Resources (Preservation).

ARTICLE 7: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to pay off the debt and interest of the Storm Water debt authorized under Article 2 of the Town Meeting of May 21, 2019 and the Dump Truck debt authorized under Article 7 of the Town Meeting of October 15, 2021, or take any other action related thereto.

Submitted by: Select Board

MOTION: Move that the Town vote to transfer from ----- the sum of \$95,990.88 to pay off the Storm Water debt authorized under Article 2 of the Town Meeting of May 21, 2019 as well as the associated interest on said debt and, further, to transfer from ----
----- the sum of \$75,123.30 to pay off the Dump Truck debt authorized under Article 7 of the Town Meeting of October 15, 2021 as well as the associated interest on said debt.

Commentary: This Article pays ff the current Story Water and Dump Truck debt. It is a sound practice to eliminate relatively small amounts of debt when Free Cash is available to do so, such that there is debt capacity for new capital items, such as the school Roof (Article 11), ambulance (Article 12) and vactor truck (Article 13).

ARTICLE 8: To see if the Town will vote to transfer from available funds such sums of money to fund equipment and capital costs, or take any other action related thereto.

Submitted by: Select Board

MOTION: Move that the Town vote to transfer from Free Cash the following sums for the following purposes: **TBD**

Commentary:

ARTICLE 9: To see if the Town will vote to authorize the Treasurer, with the approval of the Select Board, to borrow a sum of money in anticipation of Chapter 90 State reimbursement funds, or such additional amount as is anticipated to be so provided, for the purpose of funding road paving/improvement projects, and further to authorize the Select Board to accept and expend such sum or any other sum that is or may be provided to the Town in accordance with M.G.L. c. 90 or any other state or federal road program for road repairs, or take any other action related thereto.

Submitted by: Road Commissioners

MOTION: Move that the Town vote to authorize the Treasurer, with the approval of the Select Board, to borrow a sum of money in anticipation of Chapter 90 State reimbursement funds, or such additional amount as is anticipated to be so provided, for the purpose of funding road paving/improvement projects, and further to authorize the Select Board to accept and expend such sum or any other sum that is or may be provided to the Town in accordance with M.G.L. c. 90 or any other state or federal road program for road repairs.

Commentary: This article will allow the Treasurer to borrow up to the total amount certified by the State for Hopedale's Chapter 90 funds for fiscal 2024.

ARTICLE 10: To see if the Town will vote to rescind the \$752,682 authorized, but unissued balance of the \$6,600,000 approved to be borrowed under Article 22 of the 2015 Annual Town Meeting, to pay costs of upgrading the wastewater treatment plant, which amount is no longer necessary to complete that project, or take any other action related thereto.

Submitted by: Town Treasurer/Collector

MOTION: Move that the Town vote to rescind the borrowing authorization for the authorized but unissued borrowing in the amount of \$752,682, originally approved by a vote of the Town adopted under Article 22 of the May 19, 2015 Town Meeting, as follows:

<u>Authorized</u>	<u>Issued</u>	<u>Authorized Unissued</u>
\$6,600,000	\$5,847,318	\$752,682

Commentary: Pursuant to the vote of the May 19, 2015 Annual Town Meeting, \$6,600,000 was borrowed for upgrades to the Waste Water Treatment Plant. The project was completed under budget, and \$752,682 remains unspent. This Article is effectively a "housekeeping" measure to rescind the borrowing authorization such that the Town's debt position is accurately reflected.

ARTICLE 11: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide \$1,500,000 or any other amount, to be expended by the School Committee, to pay costs of installing a new roof on the Hopedale Junior-Senior High School, including the payment of all costs incidental and related thereto, or take any other action related thereto.

Submitted by: School Committee

MOTION: Move that the Town appropriate \$1,500,000 to be expended by the School Committee, to pay costs of installing a new roof on the Hopedale Junior-Senior High School, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Select Board, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(1) or pursuant to any other enabling authority, and to issue bonds and notes of the Town therefor.

Commentary:

ARTICLE 12: To see if the Town will appropriate \$400,000 or any other amount, to pay costs of purchasing an ambulance for the use of the Fire Department, and for the payment of all costs incidental and related thereto, and to determine whether this amount shall be raised by borrowing or otherwise, or to take any other action related thereto.

Submitted by: Select Board

MOTION: Move that the Town appropriate \$400,000 to pay costs of purchasing an ambulance for the use of the Fire Department, and for the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Select Board, is authorized to borrow said amount under and

pursuant to G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.

Commentary: This vehicle will replace the 2012 ambulance that was purchased from the Hopkinton Fire Department in 2018 and has 57,100 miles. The average annual repairs/maintenance budget for this vehicle is \$8,000. Within the next year or so the vehicle will need to have its suspension repaired, which estimates show will cost approximately \$15,000. If this vehicle was not to be replaced, the town would see a loss in revenue of approximately \$80,000. From the time an ambulance is ordered, delivery takes about 18 months.

ARTICLE 13: To see if the Town will appropriate \$400,000 or any other amount, to pay costs of purchasing a Vactor Truck for the use of the Highway, Water and Sewer Departments, and for the payment of all costs incidental and related thereto, and to determine whether this amount shall be raised by borrowing or otherwise, or to take any other action related thereto.

Submitted by: Select Board

MOTION: Move that the Town appropriate \$400,000 to pay costs of purchasing a Vactor Truck, and for the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Select Board, is authorized to borrow said amount under and pursuant to G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.

Commentary: A Vactor Truck is a truck-mounted storage tank with high-pressure blower and vacuum functions, commonly used to pump out clogged sewer lines or to remediate oil or chemical spills. This will also be used by the Highway Department as part of the required Storm Water regulations to clean out storm drains.

ARTICLE 14: To see if the Town will vote to appropriate the sum of \$xxxx, to be expended at the direction of the Select Board, to pay for the costs associated with the construction of a new water storage tank and the installation of water mains on Moore Road and Crocket Circle, and all incidental and related expenses, and as funding therefor, to raise and appropriate, transfer from available funds (including Water Department retained earnings) or authorize the Treasurer, with the approval of the Select Board, to borrow said sum in accordance with G.L. c.44. §§7 or 8 or any other enabling authority and to issue bonds and notes therefor, or to take any other action related thereto.

MOTION: Move the Town appropriate \$ _____, to be expended at the direction of the Select Board, to pay for the costs associated with the construction of a new water storage tank and the installation of water mains on Moore Road and Crocket Circle, and all incidental and related expenses, and that to meet this appropriation, the Treasurer, with the approval of the Select Board, is authorized to borrow said amount

pursuant to the provisions of G.L. c.44, § 8(4) or pursuant to any other enabling authority and to issue bonds and notes of the Town.

Submitted by: Water & Sewer Commission

Commentary: This Article will allow for the borrowing to pay for costs above and beyond the \$2,000,000 Federal grant received for the construction of a new water tank as well as installation and replacement of water mains.

ARTICLE 15: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of monies into and/or out of the Stabilization Fund as provided under M.G.L. c. 40, §5B, or take any other action related thereto.

Submitted by: Finance Committee

MOTION: Move that the Town vote to pass over Article 15.

Commentary: The Stabilization Fund is the Town's "rainy day" fund. Any action taken under this Article to appropriate monies into the Stabilization Fund requires a majority vote; to take monies from the Stabilization Fund will require a 2/3 vote.

ARTICLE 16: To see if the Town will vote to amend Chapter 159 of the Town Bylaw "Revolving Funds" by revising Column H of §159-1, or take any other action related thereto.

Submitted by: Select Board

MOTION: Move that the Town vote to amend Chapter 159 of the Town Bylaw "Revolving Funds by revising Column H of §159-1 to read as follows:

Revolving Fund	Authorized to Spend	Revenue Source	Use of Funds
BOH Revolving	Board of Health	Sale of Refuse Bags	Purchase of Refuse Bags
Recycling Center	Board of Health	Fees from collection of recycling and hazardous waste	Operation of recycling center, including but not limited to composting, yard waste, and other related costs.
Animal Control	Board of Health	Fees from boarding of stray animals, fines for violations and the licensing of animals	Operation of animal control services

Commentary: This Article creates a new Revolving Fund for the revenues and expenses associated with the Board of Health's "Overage" Refuse Bag program and eliminates two Revolving Funds that are no longer needed.

ARTICLE 17: To see if the Town will vote Town to approve annual spending limits for FY24 for Revolving Funds established in the Town Bylaws, in accordance with M.G.L. c.44, §53E½, for the fiscal year beginning July 1, 2023, or take any other action related thereto.

MOTION: Move that the Town vote to approve annual spending limits for FY24 for Revolving Funds established in the Town Bylaws, in accordance with M.G.L. c.44, §53E½, for the fiscal year beginning July 1, 2023, as follows:

<u>Revolving Fund</u>	<u>FY24 Spending Limits</u>
BOH Revolving	\$ 25,000
School Transportation	\$100,000
Inspectional Services	\$ 25,000
Senior Van Services	\$ 10,000
COA Programs	\$ 10,000
Library Revolving	\$ 3,000
School Computer Repair	\$ 10,000

Commentary: This Article authorizes annual spending limits for the Town's Revolving Funds.

ARTICLE 18: To see if the Town will vote to increase the availability of tax exemptions to qualifying senior citizens owning real property pursuant to M.G.L. c. 59, §5, Clause 41C, as authorized under Section 51 of Chapter 184 of the Acts of 2002 of the General Court, by approving an increase in the value of the tax exemption based on the cost-of-living increase issued by the Department of Revenue, or take any other action related thereto.

Submitted by: Board of Assessors

MOTION: Move that the Town vote to increase the availability of tax exemptions to qualifying senior citizens owning real property pursuant to M.G.L. Ch. 59, §5, Clause 41C, as authorized under Section 51 of Chapter 184 of the Acts of 2002 of the General Court, by approving an increase in the value of the tax exemption, from **\$263.77** to **\$282.23**.

Commentary: This will increase the tax exemption that qualifying seniors receive toward their fiscal year 2024 tax bill.

ARTICLE 19: To see if the Town will vote to increase the availability of tax exemptions to qualifying surviving spouses, minor children, or elderly persons owning real property pursuant to M.G.L. c. 59, §5, Clause 17D, by approving an increase in the value of the tax exemption based on the cost-of-living increase issued by the Department of Revenue, or take any other action related thereto.

Submitted by: Board of Assessors

MOTION: Move that the Town vote to increase the availability of tax exemptions to qualifying surviving spouses, minor children, or elderly persons owning real property pursuant to M.G.L. c. 59, §5, Clause 17D, by approving an increase in the value of the tax exemption, from \$263.77 to \$282.23.

Commentary: This will increase the tax exemption that qualifying persons receive toward their fiscal year 2024 tax bill.

ARTICLE 20: To see if the Town will vote to accept M.G.L. c. 159, §114 to establish a minimum fair cash value required for personal property accounts to be taxed, with the minimum value to be set at \$3,000; or take any other action related thereto.

Submitted by: Board of Assessors

MOTION: Move that the Town vote to accept M.G.L. c. 159, §114 to establish a minimum fair cash value required for personal property accounts to be taxed, with the minimum value to be set at \$3,000.

Commentary:

ARTICLE 21: To see if the Town will vote to appropriate a sum of money from the Opioid Settlement Stabilization Fund to fund expenses associated with opioid treatment and addiction prevention, or take any other action related thereto.

Submitted by: Select Board

MOTION: Move that the Town vote to appropriate \$ [redacted] from the Opioid Settlement Stabilization Fund to fund expenses associated with opioid treatment and addiction prevention. (2/3 majority vote required)

Commentary: This article seeks to appropriate funds from the Opioid Settlement Stabilization Fund, if tonight's Special Town Meeting voted to create said Fund. These funds will be used to develop programs to help reduce opioid and heroin addiction, prevent overdose deaths, and improve the quality of life for those in our community suffering from substance use disorders.

ARTICLE 22: To see if the Town will vote, pursuant to M.G.L. c. 41, §1 to change the office of Tree Warden from an elected office to an appointed office; provided that the incumbent Tree Warden, if any, as of the date of this vote shall become the first appointed Tree Warden for a three-year term; or take any other action related thereto.

Submitted by: Select Board

MOTION: Move that the Town vote, pursuant to M.G.L. c. 41, §1, to change the office of Tree Warden from an elected office to an appointed office; provided that the incumbent Tree Warden, if any, as of the date of this vote shall become the first appointed Tree Warden for a three-year term.

Commentary: The intent of this change is to have someone that is readily available to address ongoing tree issues that occur on a regular basis. Further, it would allow for proper training for the Tree Warden.

ARTICLE 23: To see if the Town will vote to accept M.G.L. c.64L, §2(a) to impose a local tax upon the sale of restaurant meals; or take any other action related thereto.

Submitted by: Select Board

MOTION: Move that the Town vote to accept M.G.L. c. 64L, §2(a) to impose a local tax upon the sale of restaurant meals.

Commentary: As of 2009, Massachusetts communities have been authorized to impose a local option meals tax (excise) on sales of restaurant meals within that community. The rate is 0.75% of the cost of the meal (\$.75 on a \$100.00 meal bill). As of this writing, 248 out of 351 Massachusetts communities have adopted the local option meals tax.

ARTICLE 24: To see if the Town will vote to amend the Town of Hopedale By-Laws by deleting in its entirety Chapter 79 (Finance Committee) and insert a new Chapter 79 Finance Committee and Budget Process, or take any other action related thereto.

Submitted by: Select Board

MOTION: Move that the Town vote to amend the Town of Hopedale By-Laws by deleting in its entirety Chapter 79 (Finance Committee) and insert a new Chapter 79 Finance Committee and Budget Process, to read as follows:

Chapter 79 Finance Committee and Budget Process

§ 79-1 Applicability of General Law

§ 79-2 Finance Committee

§ 79-3 Submission of budget and budget message

§ 79-4 Budget proposal

§ 79-5 Action on the proposed budget

§ 79-6 Capital improvements program

§ 79-1 Applicability of General Law

In all matters concerning finances and financial procedures of the Town, the provisions of general law shall apply, together with such other requirements as are provided by Bylaws of the Town.

§ 79-2 Finance Committee

A Finance Committee of 9 members shall be appointed by the Select Board for staggered 3-year terms. The Finance Committee shall elect from its membership for one-year terms of office, a Chairman, a Vice-Chairman, and a Clerk. The Town Accountant and the Town Treasurer-Collector shall have ex-officio membership, without voting rights, on the Committee. No elected or appointed Town officer, or compensated Town employee who serves in more than part time employments, shall serve on the Committee. Committee members shall serve without compensation.

The Select Board shall annually appoint 3 members for 3-year terms. As of the effective date of this bylaw, the appointed terms of all then-serving members of the Finance Committee shall remain in effect and the Select Board shall make appointments upon the expiration of said terms. Vacancies on the Finance Committee shall be filled promptly by the Select Board for the unexpired term.

The Finance Committee shall carry out its duties in accordance with the provisions of general law, and bylaws, and it shall have regular and free access and inspection rights to all books and accounts of any Town department or office. The Committee shall carefully examine all budget appropriations proposals, warrant articles and Referenda and shall issue its recommendations thereon prior to consideration, debate and vote by the Town Meeting.

§ 79-3 Submission of budget and budget message

On or before February 1st of each year the Town Administrator shall submit to the Select Board and file copies with the Finance Committee a three -year fiscal forecast and the proposed budget for the ensuing fiscal year with an accompanying budget message and support documents.

The budget message shall explain the budget for all Town agencies in both fiscal and programmatic terms. It shall: (a) outline proposed financial policies of the Town for the

ensuing fiscal year; (b) describe important features of the budget; (c) indicate any major variations from the current year in financial policies, expenditures and revenues, together with the reasons of such variations; (d) summarize the Town's debt position; and (e) include such other materials as the Town Administrator may deem desirable or the Finance Committee may require.

§ 79-4 Budget Proposal

The proposed budget shall provide a complete financial plan for all town funds and activities, including the proposed school department budget for the ensuing year.

Except for the school budget or may be required by general law, the proposed budget shall be in such form as the Town Administrator deems desirable.

In submitting the proposed budget, the Town Administrator shall utilize modern fiscal principals so as to afford maximum information and financial control. The budget shall detail all estimated revenue from the property tax levy and other sources and all proposed expenditures, including debt service for the previous, current and ensuing years, and shall indicate separately: (a) proposed expenditures for both current operations and capital projects during the ensuring year, detailed by agency, purpose and position, together with proposed financing methods.

§ 79-5 Action on the proposed budget

The Finance Committee shall conduct at least one (1) public hearing on the proposed budget at least 14 days prior to the Annual Town Meeting. The Finance Committee shall issue printed recommendations and make copies available prior to or at the time of the Town Meeting.

§ 79-6 Capital Improvements Plan (CIP)

Departments, Boards, Commissions, Committees including the School Committee, shall submit their 5-year Capital Plan to the Town Administrator by December 15th of each year.

On or before February 15th of each year the Town Administrator shall submit to the Select Board and file copies with the Finance Committee a 5-year Capital Improvements program, which shall include: (a) a clear summary of its contents; (b) a list of all capital improvements proposed to be undertaken during the next 5 fiscal years, together with supporting data; (c) cost estimates, methods of financing and recommended time schedules; and (d) the estimated annual cost of operating and maintaining any facility to be constructed or acquired.

The information requirements described above may be revised and extended annually with respect to capital improvements in the process of construction or acquisition. A capital improvement shall be defined by the Finance Committee, in consultation with the Select Board and the Town Administrator and other town officials, such definition to be changed from time to time as necessary to reflect current economic conditions.

Commentary: This proposed change would formalize the budget process with timelines and set standards for what needs to be presented to the voters for both the annual operating budget and the capital plan.

ARTICLE 25: To see if the Town will vote to amend the Town of Hopedale By-Laws by deleting in its entirety Chapter 26 (Capital Program Committee); or take any other action related thereto.

Submitted by:

MOTION: Move that the Town vote to amend the Town of Hopedale By-Laws by deleting in its entirety Chapter 26 (Capital Program Committee).

Commentary: The Capital Program Committee hasn't had a quorum of members or held a meeting in more than 10 years. The responsibilities of this Committee have been included in the new By-Law created under the previous Article.

ARTICLE 26: To see if the Town will vote to amend the Town of Hopedale By-Laws, Part I (Administration Legislation), Chapter 137 (Personnel), to update the Classification and Compensation Plan for non-union, non-contractual Town employees, excluding employees of the School Department, or take any other action related thereto.

Submitted by: Select Board

MOTION: Move that the Town vote to amend the Town of Hopedale By-Laws, Part I (Administration Legislation), Chapter 137 (Personnel), to update the Classification and Compensation Plan for non-union, non-contractual Town employees, excluding employees of the School Department, in accordance with the attached Classification and Compensation Plan, as printed below:

Support Staff			Management		
Grade 1	Min	Max	Grade 1	Minimum	Maximum
Poll Worker	\$15.00	\$18.00	Dir of Public Health	\$70,000	\$90,000
Library Page	\$15.00	\$18.00	Building Comm	\$70,000	\$90,000
Summer Asst	\$15.00	\$18.00	COA Director	\$70,000	\$90,000
			Town Clerk	\$70,000	\$90,000
Grade 2			Grade 2		
Library Assistant	\$20.00	\$25.00	Library Director	\$75,000	\$95,000
Outreach Worker	\$20.00	\$25.00	Principal Assessor	\$75,000	\$95,000
Staff Asst	\$20.00	\$25.00			
PT Dispatch	\$20.00	\$25.00			
Grade 3			Grade 3		
Asst Town Clerk	\$25.00	\$30.00	Town Accountant	\$80,000	\$100,000
COA Nurse	\$25.00	\$30.00	Treasurer Collector	\$80,000	\$100,000
Admin Asst	\$25.00	\$30.00	Deputy Fire Chief	\$80,000	\$100,000
			Grade 4		

Grade 4			Highway Supt	\$95,000	\$115,000
Sr Library Asst	\$30.00	\$35.00			
Youth Ser Librarian	\$30.00	\$35.00	Grade 5		
Executive Asst	\$30.00	\$35.00	Water/Sewer Director	\$100,000	\$120,000
			Police Lt	\$100,000	\$120,000
			Grade 6		
			Fire Chief	\$125,000	\$145,000
			Grade 7		
			Police Chief	\$130,000	\$150,000

Commentary: The Classification and Compensation Plan has not been presented to Town Meeting since 2014. This Plan shows the ranges for non-union positions. Several of the positions have contracts – Police Chief, Fire Chief, Principal Assessor, Treasurer/Collector, Accountant (private accounting firm), and Library Director. The Deputy Fire Chief and Police Lieutenant have employment agreements. The Building Commissioner and Health Director are part-time so their compensation is pro-rated. The Town Clerk is elected.

ARTICLE 27: To see if the Town will vote to amend the Town of Hopedale By-Laws Part I (Administration Legislation), by deleting in its entirety Chapter 137 (Personnel) and inserting a new Chapter 137, or take any other action related thereto.

Submitted by: Select Board

MOTION: Move that the Town vote to amend the Town of Hopedale By-Laws by deleting in its entirety Chapter 137 (Personnel) and inserting a new Chapter 137, to read as follows:

CHAPTER 137 PERSONNEL BY-LAW

- § 137-1 Purpose and Intent**
- § 137-2 Application**
- § 137-3 Personnel Administration**
- § 137-4 Adoption of Policies**
- § 137-5 Personnel System**

§ 137-1 Purpose and Intent

The purpose of this Chapter is to establish a fair and equitable system of personnel administration based on merit principles and to ensure a uniform and efficient application of policies.

§ 137-2 Application

All employees of the Town, excluding elected officials and employees of the School Department, shall be subject to the provisions of this by-law and personnel policies adopted pursuant thereto. To the extent that the terms of any collective bargaining agreement conflict with any provision of this chapter or personnel policies adopted pursuant thereto, the provisions of the collective bargaining agreement shall prevail.

§ 137-3 Personnel Administration

The Town Administrator shall be responsible for the administration and development of a human resources system which meets the needs of the Town. In this capacity, the Town Administrator, upon approval by the Select Board, shall have the authority to carry out the following functions, including, but not limited to:

- Appointment and removal of employees (excluding employees who by statute are appointed by officials other than the Select Board)
- Annual review of compensation and benefits and development of associated recommendations for consideration by the Select Board
- Development of methods and standards for selection and appointment of personnel
- Development and administration of performance standards
- Supervision of performance appraisals
- Additional functions as circumstances necessitate

§ 137-4 Adoption of Policies

The Select Board shall be empowered and authorized by this Chapter to adopt personnel policies that establish the rights, benefits and obligations of employees subject to this By-Law.

§ 137-5 Personnel System

The personnel policies adopted pursuant to this Chapter shall establish a personnel system which shall include, but need not be limited to, the following elements:

- Method of administration: a system which assigns responsibility for the personnel system, including
 - maintenance of personnel records
 - implementation of effective recruitment and selection processes
 - maintenance of the classification and compensation plans
 - oversight of the application of policies
 - periodic review and evaluation of the personnel system
- Rights and obligations of employees
- Other elements of a personnel system as deemed appropriate and necessary

Said By-Law to take effect January 1, 2024.

Commentary: The current by-law is completely outdated and inadequate. Further, personnel matters should be an administrative, not legislative, function. This change

would allow the Select Board to adopt and maintain personnel policies; postponing adoption of this by-law until January 1, 2024 gives the Board time to do so.

ARTICLE 28: To see if the Town will vote to delete in its entirety Chapter 49 Contracts; Procurements from the Town's By-Laws, or take any other action related thereto.

Submitted by: Select Board

MOTION: Move that the Town vote to delete in its entirety Chapter 49 Contracts; Procurements from the Town's By-Laws.

Commentary: All procurement is covered by Massachusetts General Law and a local By-Law is not necessary.

ARTICLE 29: To see if the Town will vote to amend the Town of Hopedale Zoning By-Laws by adding a Marijuana Overlay District, or take any other action related thereto.

Submitted by: Planning Board

MOTION:

Commentary:

ARTICLE 30: To see if the Town will vote to amend the Zoning Map of the Town of Hopedale, MA, specifically Lot 22-15-1 (1 Airport Rd. Ext.) thereon, by rezoning said property from GB-A to Commercial, or take any other action related thereto.

Submitted by: Planning Board

MOTION:

Commentary:

ARTICLE 31: To see if the Town will vote to amend the Zoning Map of the Town of Hopedale, MA, specifically Lot 25-20-0 (124 Hartford Ave.) thereon, by rezoning said property from GB-A to Commercial, or take any other action related thereto.

Submitted by: Citizen Petition

MOTION:

Commentary:



TOWN OF HOPEDALE
SPECIAL TOWN MEETING WARRANT

Tuesday, May 16, 2023
7:00 pm

Dennett Auditorium
Junior-Senior High School
25 Adin Street

Worcester SS: To the Constables in the Town of Hopedale in the County of Worcester.

Greetings: In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the inhabitants of the Town of Hopedale qualified to vote in town affairs to meet in the Dennett Auditorium of the Junior/Senior High School located at 25 Adin Street, Hopedale, MA 01747, on Tuesday, May 16, 2023, at 7:00 pm, then and there to act on the following Articles:

ARTICLE 1: To see if the Town will vote to transfer from available funds the sum of \$70,000 to fund a Settlement Agreement with a former Town employee, or take any other action related thereto.

Submitted by: Select Board

MOTION: Move that the Town vote to transfer from Free Cash the sum of \$70,000 to fund a Settlement Agreement with a former Town employee.

Commentary: This Article will resolve a legal dispute against the Town. If it is not approved the continued litigation will expose the Town to further costs for our attorney as well as treble (triple) damages and the costs for the Plaintiff's attorney.

ARTICLE 2: To see if the Town will vote to transfer from available funds the sum of \$39,400 pursuant to an Agreement for Judgment between the Town of Hopedale and High Hopes, LLC, or take any other action related thereto.

Submitted by: Select Board

MOTION: Move that the Town vote to transfer from Free Cash the sum of \$39,400 pursuant to an Agreement for Judgment between the Town of Hopedale and High Hopes, LLC.

Commentary: The Host Community Agreement between the Town of Hopedale and High Hopes provided that, if the Town did not incur any expenses related to High Hopes' operations, the Town must return to High Hopes the money they paid to the Town.

ARTICLE 3: To see if the Town will vote pursuant to M.G.L. c.44, §64 to transfer from available funds such sums of money necessary for the purpose of paying outstanding bills from prior fiscal year(s), or take any other action related thereto.

Submitted by: Select Board

MOTION: Move that the Town vote, pursuant to M.G.L. c.44, §64, to transfer from Free Cash the sum of \$47,782.49 for the purpose of paying outstanding bills from prior fiscal year(s), as listed below:

VENDOR	INVOICE NO	DATE	AMOUNT
KP Law	137202	6/14/2022	\$10,827.67
Robert Brown	FY21 FINAL	10/14/2022	\$ 1,700.00
Verizon Wireless	9903426315	4/4/2022	\$ 85.85
Town of Hopedale W/S	ACCT 9737600	6/30/2022	\$ 146.76
BSC Group	9149797	6/30/2022	\$ 4,886.29
WB Mason	224046268	10/7/2021	\$ 14.79
RI Analytical	433493	4/29/2021	\$ 91.50
Gatehouse Media	4559448	4/30/2022	\$ 624.40
Gatehouse Media	4488877	3/31/2022	\$ 374.64
Conway Technologies	3240774	2/9/2022	\$ 522.00
Conway Technologies	3289896	3/16/2022	\$ 403.80
Dell	10650659497	1/24/2022	\$ 791.23
Stryker	3063103M	6/24/2020	\$ 6,768.00
Stryker	3443900M	7/1/2021	\$ 3,204.00
Stryker	3552678M	10/18/2021	\$17,200.97
Riley Bros Asphalt	HMA22-523	3/18/2022	\$ 140.59
TOTAL			\$ 47,782.49

Commentary: This Article will authorize payment of bills for goods and services incurred during previous fiscal year(s). Approval of this article requires a 4/5ths vote.

ARTICLE 4: To see if the Town will vote to transfer from available funds a sum of money to supplement FY 2023 Operating Budgets, or take any other action related thereto.

Submitted by: Select Board

MOTION: Move that the Town vote to transfer from Free Cash the sum of \$217,000 to supplement FY 2023 Operating Budgets as follows:

<u>Budget</u>	<u>Amount</u>
Fire Department Salaries & Wages Permanent	\$185,000
Fire Department Expenses	\$ 32,000

Commentary: This Article will cover shortfalls in the Fire Department budget as listed.

ARTICLE 5: To see if the Town will vote to transfer from available funds such sums of money necessary to fund the FY 2023 deficit in account 28-300-3560-3611, Recycling Center Revolving Fund, or take any other action related thereto.

Submitted by: Board of Health

MOTION: Move that the Town vote to transfer from Free Cash the sum of \$1,415.65 to fund the FY 2023 deficit in account 28-300-3560-3611, Recycling Center Revolving Fund.

Commentary: This Article will cover a deficit in this Revolving Fund.

ARTICLE 6: To see if the Town will vote, pursuant to the provisions of M.G.L. c.40, §5B, to create a new special purpose stabilization fund, to be known as the Opioid Settlement Stabilization Fund and, further, to adopt the last paragraph of said §5B and dedicate to such fund, without further appropriation, 100% of the opioid litigation settlement funds received by the Town, or take any other action related thereto.

Submitted by: Select Board

MOTION: Move that the Town vote, pursuant to the provisions of M.G.L. c.40, §5B, to create a new special purpose stabilization fund, to be known as the Opioid Settlement Stabilization Fund and, further, to adopt the last paragraph of said §5B and dedicate to such fund, without further appropriation, 100% of the opioid litigation settlement funds received by the Town.

Commentary: The Town was a participant in National Prescription Opiate Litigation and, as a result, will receive several hundred thousand dollars over the next 18 years through legal settlements with several companies. These funds can only be used for specific purposes as defined in the settlement agreement. This account is where the funds will be held until a future Town Meeting votes to appropriate them.

ARTICLE 7: To see if the Town will vote to transfer the sum of \$24,866.30 from the Appellate Tax Board account (approved under Article 5 of the November 2019 Special Town Meeting) for the purpose of funding expenses associated with Real and Personal Property valuations and recertification, or take any other action related thereto.

Submitted by: Board of Assessors

MOTION: Move that the Town vote to transfer the sum of \$24,866.30 from the Appellate Tax Board account (approved under Article 5 of the November 2019 Special Town Meeting) for the purpose of funding expenses associated with Real and Personal Property valuations and recertification.

Commentary: This transfer of funds will be used to pay for the revaluation of property.



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

Select Board
Glenda A. Hazard, Chair
Brian R. Keyes
Bernard J. Stock

Town Administrator
Jeff Nutting
Interim Town Administrator

April 19, 2023

TO: Select Board
FROM: Jeff Nutting, Interim Town Administrator
RE: Upcoming Meeting Schedule

The Select Board's regularly scheduled meetings in May are on May 8 (at 6:30) and May 22 (at 7:15)

The Board has also discussed scheduling a meeting on May 10 (at 5:30) to interview Town Administrator candidate finalists.

The Board may wish to consider scheduling the following additional meetings in May:

- May 1 (Monday) for further opportunities to review and vote on Town Meeting warrant articles and/or operating and capital budgets
- May 15 (Monday) in executive session to negotiate a contract with the selected Town Administrator
- May 16 (Tuesday) prior to the Town Meeting for any last minute matters



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Select Board
Glenda A. Hazard, Chair
Brian R. Keyes
Bernard J. Stock

Town Administrator
Jeff Nutting
Interim Town Administrator

April 13, 2023

To: The Members of the Master Plan Steering Committee

At the April 10th meeting of the Select Board, Jim Abbruzzese, Chair of the Master Plan Steering Committee, was in attendance to address the Board on two matters.

First, he requested that, now that the Steering Committee's work is completed and the draft Master Plan has been passed on to the Planning Board for review and approval, the Master Plan Steering Committee should be dissolved. The Select Board agreed and voted to dissolve the Committee, effective April 10, 2023.

Mr. Abbruzzese further requested that the Select Board form a Master Plan Implementation Committee to ensure that there is follow-through on the many recommendations in the Plan.

The Select Board wholeheartedly agrees, and we have tentatively scheduled the appointment of Implementation Committee members for our May 27th meeting. We have already reached out to the Planning Board asking that they designate a representative. We remind members of the Steering Committee that the Implementation Committee will include two citizens-at-large, and encourage any of you who are interested to apply for these positions.

The Select Board is very grateful for and, frankly, very impressed with, the outstanding work of the Master Plan Steering Committee. The draft Master Plan is a clear and thorough analysis of our community's strengths, the areas where opportunities exist and the areas where improvements are recommended. Those recommendations offer an opportunity for Hopedale to strengthen its sense of community and better plan for our future.

We thank you very much for your work!

Sincerely,

Jeff Nutting, Interim Town Administrator
On Behalf of the Members of the Hopedale Select Board



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Select Board
Glenda A. Hazard, Chair
Brian R. Keyes
Bernard J. Stock

Town Administrator
Jeff Nutting
Interim Town Administrator

April 12, 2023

TO: Hopedale Planning Board

From: Martha White, Interim Executive Assistant to the Select Board/Town Administrator

Re: Representative to serve on the Master Plan Implementation Committee

At their meeting of April 10, 2023, the Select Board voted to establish a Master Plan Implementation Committee, pursuant to the recommendation of the Master Plan Steering Committee.

The members of the Select Board agree with the Steering Committee that the hard and valuable work by that Committee and your Board must be followed-through, and that implementation of the recommendations is essential.

Accordingly, the Select Board asks that the Planning Board appoint a member to serve on the Master Plan Implementation Committee.

The Select Board will likely schedule appointment of the Master Plan Implementation Committee at their May 22nd meeting, so if you could designate your representative prior to that date it would be appreciated.