

May 13, 2019
ANNUAL TOWN ELECTION
&
May 14, 2019
ANNUAL TOWN MEETING
WARRANTS



**TOWN WARRANT
COMMONWEALTH OF MASSACHUSETTS
ANNUAL TOWN ELECTION
MAY 13, 2019**

Worcester SS.

To a Constable of the Town of PRINCETON in the County of WORCESTER

GREETING:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of Princeton who are qualified to vote in elections and town affairs, to meet at:

**Thomas Prince School
170 Sterling Road**

on **MONDAY, THE THIRTEENTH DAY OF MAY 2019**, from 12:00 Noon to 8:00 P.M. for the following purpose:

To cast their votes in the Annual Town Election for the candidates for the following offices:

ONE Selectman for three years

ONE Assessor for three years

ONE Electric Light Commissioner for three years

ONE Trustee of Trust Funds for three years

ONE Planning Board member for three years

ONE Moderator for one year

ONE Wachusett Regional School Committee member for three years

POLLS WILL BE OPEN FROM TWELVE O'CLOCK P.M. TO EIGHT O'CLOCK P.M.

You are further hereby directed to notify and warn the said inhabitants of the Town of Princeton to meet at the Thomas Prince School, in said Town on **TUESDAY, THE FOURTEENTH DAY of MAY 2019** at seven o'clock post meridian to act on the following articles of Town affairs:

The Advisory Committee hearing on this warrant was held on Wednesday, May 1, 2019 at 7:00 p.m. in the Town Hall Annex.

TOWN WARRANT COMMONWEALTH OF MASSACHUSETTS ANNUAL TOWN MEETING MAY 14, 2019

ARTICLE 1. To hear the reports of the Town Officers and any outstanding committees and act thereon.

Moderator declared the vote was unanimous

7:22pm

ARTICLE 2. To see if the Town will vote under the provisions of Massachusetts General Law (M.G.L.), c. 41, §108, to fix the salaries of the following Town Officers for the ensuing year (FY20), or take any other action relative thereto.

	FY19	FY20
Moderator	\$ 25	\$ 25
Selectmen	\$3,600 (\$1,200 per member)	\$3,600 (\$1,200 per member)
Assessors	\$ 0	\$1,500 (\$ 500 per member)

This article establishes the salaries of paid elected officials.

Moderator declared the vote unanimous

7:24pm

ARTICLE 3. To see if the Town will vote to raise and appropriate \$10,236,804.34 including debt and interest, and to provide for a reserve fund for the ensuing fiscal year (FY20), or take any other action relative thereto.

DEPARTMENT	FY19 BUDGET VOTED	FY20 PROPOSED BUDGET	FY20 Sub-Total To Be Voted On	FY20 AC RECOMMENDS (TBD)
GENERAL GOVERNMENT:				
Moderator				
Salary	25.00	25.00		
Expense	86.00	86.00		
Sub-Total	111.00		111.00	

DEPARTMENT	FY19 BUDGET VOTED	FY20 PROPOSED BUDGET	FY20 Sub-Total To Be Voted On	FY20 AC RECOMMENDS (TBD)
Board of Selectmen				
Salaries	3,600.00	3,600.00		
Expense	3,150.00	6,150.00		
Sub-Total	6,750.00		9,750.00	
Town Administrator				
Salary	95,000.00	95,000.00		
Expense	3,700.00	43,700.00		
Sub-Total	98,700.00		138,700.00	
Reserve Fund				
Expense	75,000.00	75,000.00	75,000.00	
Town Accountant				
Salary	50,920.17	51,938.00		
Annual Audit Expense	14,500.00	14,500.00		
Expense	11,814.00	9,693.00		
Sub-Total	77,234.17		76,131.00	
Board of Assessors				
Board Salaries	-	1,500.00		
Department Salary	55,813.52	56,930.52		
Principal Assessor Certification	-	1,000.00		
Expense	22,276.00	18,659.00		
Sub-Total	78,089.52		78,089.52	
Treasurer/Tax Collector				
Department Salary	92,902.51	94,638.51		
Certification	1,000.00	2,000.00		
Expense	18,663.00	19,650.00		
Sub-Total	112,565.51		116,288.51	
Town Counsel				
Expense	28,000.00	28,000.00	28,000.00	
Information Technology				
Info. Tech. Salary	34,632.00	26,496.60		
Info Tech Expense	6,600.00	14,723.00		
Sub-Total	41,232.00		41,219.60	

DEPARTMENT	FY19 BUDGET VOTED	FY20 PROPOSED BUDGET	FY20 Sub-Total To Be Voted On	FY20 AC RECOMMENDS (TBD)
Administrative Assistants				
Salaries	22,124.49	23,186.56		
Expense	1,500.00	400.00		
Sub-Total	23,624.49		23,586.56	
Town Clerk				
Salary	38,580.25	39,306.60		
Certification	1,000.00	-		
Expenses	4,500.00	4,695.00		
Sub-Total	44,080.25		44,001.60	
Elections & Registration				
Salaries	5,830.36	3,800.00		
Expense	5,600.00	4,793.00		
Sub-Total	11,430.36		8,593.00	
Conservation Commission				
Expense	1,000.00	1,000.00	1,000.00	
Planning Board				
Admin. Asst. Salary	20,184.63	20,553.12		
Expense	2,235.00	1,866.51		
Sub-Total	22,419.63		22,419.63	
Board of Appeals				
Expense	500.00	500.00	500.00	
Open Space Committee				
Expense	500.00	500.00	500.00	
Agricultural Commission				
Expense	1,000.00	1,000.00	1,000.00	
Town Building Operations				
Salaries	65,992.86	49,168.20		
Expense	70,323.97	66,950.00		
Sub-Total	136,316.83		116,118.20	
TOTAL GENERAL GOVMT.	758,553.76		781,008.62	

DEPARTMENT	FY19	FY20	FY20	FY20
	BUDGET	PROPOSED	Sub-Total	AC
	VOTED	BUDGET	To Be Voted On	RECOMMENDS
				(TBD)
PUBLIC SAFETY:				
Police/Dispatch				
Police non-union Salaries	162,961.00	163,994.00		
Police Union Salaries	471,591.00	484,296.00		
Regional Dispatch	64,421.00	83,467.00		
Expense	103,200.00	87,144.00		
Sub-Total	802,173.00		818,901.00	
Fire Department				
Salaries	145,384.00	145,384.00		
Expense	133,974.00	133,974.00		
Ambulance Readiness	84,656.00	84,656.00		
Sub-Total	364,014.00		364,014.00	
Animal Control				
Animal Inspector Salary	500.00	500.00		
Expense (Regionalized)	12,050.51	12,221.14		
Sub-Total	12,550.51		12,721.14	
Emergency Response				
Emergency Mgt. Exp.	3,060.00	3,060.00		
Emergency Notification Sys	3,699.00	3,699.00		
Sub-Total	6,759.00		6,759.00	
Tree Warden				
Salary	1,600.00	1,632.00		
Expense	12,000.00	11,968.00		
Sub-Total	13,600.00		13,600.00	
TOTAL PUBLIC SAFETY:	1,199,096.51		1,215,995.14	
SCHOOLS				
Wachusett Regional School				
Wachusett Min. Contribution	3,481,413.00	3,565,466.00		
Operations Assessment	932,016.00	948,577.00		
Transportation	275,171.00	286,222.00		
Long Term Debt	175,270.00	153,566.00		
Sub-total	4,863,870.00		4,953,831.00	
Montachusett Reg. Vocational	335,169.00	385,123.00	385,123.00	
Franklin County Technical High	15,525.50		0.00	

DEPARTMENT	FY19 BUDGET VOTED	FY20 PROPOSED BUDGET	FY20 Sub-Total To Be Voted On	FY20 AC RECOMMENDS (TBD)
TOTAL SCHOOLS	5,214,564.50		5,338,954.00	
PUBLIC WORKS:				
Highway				
Salaries	370,455.83	386,719.04		
Expense	266,958.00	260,994.79		
Road Reconstruction	350,000.00	350,000.00		
Sub-Total	987,413.83		997,713.83	
Snow/Ice Removal				
Expense	210,000.00	210,000.00	210,000.00	
Street Lights				
Expense	5,907.84	5,127.81	5,127.81	
Wachusett Earthday	1,849.00	1,849.00	1,849.00	
Environmental				
Expense	19,000.00	19,980.00	19,980.00	
Cemeteries				
Salaries	9,833.62	9,833.62		
Expense	20,940.00	20,940.00		
Sub-Total	30,773.62		30,773.62	
TOTAL PUBLIC WORKS	1,254,944.29		1,265,444.26	
HUMAN SERVICES				
Council on Aging				
Salary	*30,402.20	30,865.60		
Expense	*64,363.40	63,900.00		
Sub-Total	94,765.60		94,765.60	
	*Includes amounts appropriated in Article 6 of the 5/15/18 Town Meeting			
Veterans Services				
Salary	2,848.67	2,600.00		
Expense	18,000.00	18,248.67		
Sub-Total	20,848.67		20,848.67	
TOTAL HUMAN SERVICES	115,614.27		115,614.27	

DEPARTMENT	FY19 BUDGET VOTED	FY20 PROPOSED BUDGET	FY20 Sub-Total To Be Voted On	FY20 AC RECOMMENDS (TBD)
CULTURE & RECREATION:				
Library				
Salaries	118,706.08	121,080.00		
Expense	67,750.00	65,750.00		
Sub-Total	186,456.08		186,830.00	
Parks & Recreation				
Salaries	18,746.14	19,037.20		
Expense	9,061.00	13,769.94		
Sub-Total	27,807.14		32,807.14	
Historical Commission				
Expense	1,500.00	1,500.00	1,500.00	
Memorial Day				
Expense	1,800.00	1,800.00	1,800.00	
TOTAL CULTURE & RECREATION	217,563.22		222,937.14	
DEBT & INTEREST:				
Police Cruisers	17,000.00	17,000.00	17,000.00	
Thomas Prince/PCBs	31,125.00	30,375.00	30,375.00	
Thomas Prince/Green Repair	124,300.00	124,300.00	122,100.00	
Fieldstone Farm	84,500.00			
Broadband Make Ready	127,300.00	124,300.00	124,300.00	
Fire Truck Debt/Int	**134,000.00	134,700.00	134,700.00	
	**Includes amount appropriated in Article 15 of the 5/15/18 Town Meeting			
Bagg Hall Stab. Debt/Int	***6,300.00	32,350.00	32,350.00	
	***Includes amount appropriated in Article 8 of the 5/15/18 Town Meeting			
General Interest/Borrowing Fees	15,000.00	26,300.00	26,300.00	
TOTAL DEBT	539,525.00		487,125.00	

DEPARTMENT	FY19	FY20	FY20	FY20
	BUDGET	PROPOSED	Sub-Total	AC
	VOTED	BUDGET	To Be Voted On	RECOMMENDS
				(TBD)
MISCELLANEOUS:				
Retirement	227,338.00	230,637.00	230,637.00	
Town Insurance	140,500.00	140,500.00	140,500.00	
Health Insurance	347,786.20	360,436.54	360,436.54	
Life & Fringe	8,900.00	8,900.00	8,900.00	
FICA/Medicare	43,384.68	44,252.37	44,252.37	
Wage/Salary Reserve	8,000.00	25,000.00	25,000.00	
TOTAL MISCELLANEOUS	775,908.88		809,725.91	
GRAND TOTAL:	10,075,770.43		10,236,804.34	

This article establishes the FY20 operating budget for town departments.

Moderator declared the bulk of the budget passes unanimously 7:29pm
 Selectboard vote unanimously 7:30pm
 Question was raised about the Town Administrator expense of \$3,700
 Moderator declared the vote clearly carries 7:43pm

7:45pm: Resident asked that Article 21 be moved to the next motion, Moderator declares that proposal carries. Article 21 is next motion on the agenda

ARTICLE 4. RECURRING BUSINESS

- A. To see if the Town will vote to establish the FY20 ambulance operating budget by use of receipts for ambulance services received to date and if necessary by raising and appropriating or by appropriating from available funds. Receipts for ambulance services received in FY20 and all subsequent fiscal years to be deposited into a receipt reserved for appropriation account established in FY01. Appropriations from said account to be made at either the annual or special town meetings for the purpose of maintaining and operating the Town’s ambulance service, i.e. salary for ambulance employees, vehicle maintenance, fuel, equipment and operating supplies. The requested appropriation for the FY20 ambulance-operating budget is \$59,620 for salary and \$53,500 for expenses for a total budget of \$113,120 with any balance in said account to be carried forward to subsequent years, or take any other action relative thereto.

This establishes the FY20 receipts reserved for appropriation account from which ambulance operating expenses will be paid.

- B. To see if the Town will vote to establish the FY20 trash operating budget. Receipts for trash disposal services received in FY20 and all subsequent fiscal years to be deposited into a trash enterprise fund account established in FY08. Appropriations from said account to be made at either the annual or special town meetings for the purpose of paying for the proper disposal of solid waste generated within the town. The requested appropriation for the FY20 trash-operating budget is \$21,000, to be appropriated from Solid Waste Enterprise. Any balance in said account to be carried forward to subsequent years, or take any other action relative thereto.

The Town pays directly to Wheelabrator Millbury, Inc. where the trash incinerator is located for solid waste disposal. This article allows the town to receive offsetting payments from trash haulers which are deposited into this account.

- C. (FY 2019) To see if the Town will vote to transfer from available funds the sum of money to address a deficit in snow & ice removal expense pursuant to M.G.L. c. 44, §31D, or take any other action relative thereto.

FROM:

Acct. #01-5-322-600 Franklin County Tech. High	\$15,525.50
Acct. #03-5-162-202 Town Clk. Vote Tabulator	\$ 1,148.67
Acct. #03-5-192-205 Grounds Maint. Program	\$11,680.94
Acct. #27-5-999-000 Undesignated Fund Balance (free cash)	<u>\$10,459.30</u>
	\$38,814.41

TO:

Acct. #01-5-423-780 Snow/Ice Removal Expense	\$38,814.41
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The snow storms from the current Fiscal Year have generated a snow & ice deficit which needs to be addressed. The accounts proposed for "Transfer from" are either older authorizations that are not anticipated to be needed or completed projects.

- D. To see if the town will vote to transfer from undesignated fund balance (free cash) account # 27-5-999-000 the sum of \$10,000.00 to be deposited in the Other Post Employment Benefits Liability Trust Fund in order to offset future health insurance costs for retirees, or to take any other action relative thereto.

Approval of this will authorize a contribution to a trust fund established by the May, 2011 Annual Town Meeting to fund future health insurance liabilities for retirees, similar to funding future pension obligations.

- E. To see if the Town will vote to transfer from undesignated fund balance (free cash) account # 27-5-999-000 the sum of \$50 to the Goodnow Book Expense Account for the purchase of books for the Library, as required by the terms of the Goodnow Deed of Gift, or take any other action thereto.

The Deed of Gift requires an annual payment of \$50.

- F. To see if the Town will vote to transfer from undesignated fund balance (free cash) account # 27-5-999-000 the sum of \$2,000 for town concerts, or take any other action thereto.

This funds the summer concerts on the Town Common.

- G. To see if the Town will vote to transfer from undesignated fund balance (free cash) account # 27-5-999-000 the sum of \$500 to support the Wachusett Greenways, or take any other action thereto.

This article funds a portion of the Wachusett Greenways operation for maintaining and managing the rail trails in the Wachusett area.

- H. To see if the Town will vote to transfer from undesignated fund balance (free cash) account # 27-5-999-000 the sum of \$2,047 to the School Septic System Stabilization Fund for the purpose of reserving funds for the replacement and/or repair of the septic system at the Thomas Prince School; or to take any other action relative thereto.

The Town and the Wachusett Regional School District signed a Maintenance Agreement in FY17, which provides for an annual payment in the amount of \$2,047 in FY17, 18, and 19 to the Town of Princeton toward the replacement or repair costs of the septic system at the school. The FY18 funds were received by the Town, and by law were required to be deposited to misc. revenue, which eventually became part of the FY18 free cash balance.

- I. To see if the Town will vote to authorize the Selectmen to contract with and accept any grants from the Mass. Department of Transportation-Highway Division for the construction of any road or related work that may be allotted to the Town for the ensuing year or to take any other action relative thereto.

This article authorizes the Selectmen to accept any grants or contracts with the state for road or road-related projects.

Moderator declared the vote unanimous

9:05pm

ARTICLE 5: DEPARTMENTAL REVOLVING FUNDS AUTHORIZATION

To see if the Town will vote to authorize revolving funds for certain town departments
under Massachusetts General Laws Chapter 44 Section 53E 1/2 for the fiscal year
beginning July 1, 2019, or take any other action relative thereto.

Revolving Fund	Authorized to Spend Fund	Revenue Source	Use of Fund	FY 2019 Spending Limit	FY 2020 Spending Limit
Building Department	Bldg. Inspector Town Admin.	Fees from Bldg, Wiring, and Plumbing Permits	To Pay Administrative & Inspector Salary & Expenses	\$55,000	\$55,000
Library	Library Director, Town Admin.	Copy Machine, Fax, Fines and Fees	Defray Operational Expenses	\$4,000	\$4,000
Parks and Recreation (P&R)	P&R Commission Chairman, P&R Director, and Town Admin.	Fees Collected from Recreational Programs	Provide Recreational Programs & Pay Salaries	\$30,000	\$20,000
Parks and Recreation (P&R)	P&R Commission Chairman, P&R Director, and Town Admin.	Fees Collected from Recreational Programs	Maintenance of Parks Pay Salaries	\$30,000	\$30,000
Board of Health	Board of Health Town Admin.	Permits & Inspections	Salary & Expense	\$19,000	\$21,000
Cemetery	Cemetery Comm. Chairman, Town Admin.	Burial Fees	Salary & Expense	\$4,000	\$4,000
Fire Department	Fire Chief, Deputy Chiefs, Town Admin.	Fees from Fire Permits	To Pay Administrative & Inspector Salary & Expenses	\$6,500	\$8,500
Conservation Commission	Conservation Commission Chair, Town Admin.	Lease Payments from Four Corners Hayfields	To Pay for the Upkeep of & Improvements to Conservation Property	N/A (New fund proposed)	\$3,500
Maximum Spending					\$146,000

All departments having revolving accounts were asked to complete a FY20 budget request. The spending limits were adjusted for each account to match revenue anticipated and available for each fund, as well as budgets requested, with minor exceptions. Please note that the Municipal Modernization Act of 2016 changed the procedures for Revolving Funds, requiring that a By-Law be established for revolving funds. A By-Law was established at the May 2017 Annual Town Meeting.

Moderator declared the vote unanimous

9:09pm

ARTICLE 6. FOUR CORNERS/HAYFIELDS ARTICLES

- A. To see if the Town will vote to amend SECTION XVIII: DEPARTMENT REVOLVING FUNDS of the General Bylaws by the addition of the following Revolving Fund in SECTION 5. Authorized Revolving Funds; or take any other action relative thereto.

<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>
Revolving Fund	Authorized to Spend Fund	Fees, Charges or Other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Restrictions or Conditions on Expenses Payable from Fund	Other Requirements/ Reports	Fiscal Years
Conservation Commission	Chair of Commission Town Admin.	Lease Payments from Four Corners Hayfields	To Pay for the Upkeep of & Improvements to Conservation Property	None	None	Fiscal Year 2020 and subsequent years

The Municipal Modernization Act of 2016 changed the procedures for Revolving Funds. In order for a revolving fund to be established, it must be added to the General Bylaws. This article follows the guidelines of the Department of Revenue, Division of Local Services.

- B. To see if the Town will vote to accept the provisions of General Laws Chapter 40, Section 3, which leaves any balance remaining in a revolving fund established for the rental or lease of a municipal building or property / surplus school building or surplus space within a school building in the revolving fund and allows the expenditure of the fund for the upkeep and maintenance of any facility under the control of the board, committee, commission or department head in control of the building / property, starting in fiscal year 2020, which begins on July 1, 2019, or take any other action relative thereto.

This article would allow the revenue from the leasing of the Four Corners Hayfields by the Conservation Commission to be used on other Conservation Commission properties. This article would also allow other revolving fund lease payments received by any board or department to be used for the upkeep and maintenance of any other facility under the control of such board or department.

- C. To see if the Town will vote to transfer from undesignated fund balance (free cash) account # 27-5-999-000 the sum of \$1,425.00 to the Conservation Commission Revolving Fund, or take any other action relative thereto.

In Fiscal Year 2019, the town will receive \$1,425.00 from the current lease of the Four Corners Hayfields as last years' payment. In accordance with a grant which the town received, all proceeds from the lease of the property were to be reserved for appropriation to pay the remaining debt service on the acquisition land as it becomes due and any balance remaining is to be reserved for future acquisition of conservation land or park land, or capital improvements to conservation land or park land. The final year of debt service for the property was FY2018. Given that a revolving fund was not previously set up, the funds to be received will not be able to be deposited to the revolving fund directly and therefore an equal amount of \$1,425.00 is being proposed to be transferred from the FY18 free cash account. In summary, \$1,425.00 of FY18's free cash will be transferred to the Revolving Account and in FY19 we will receive \$1,425.00 from the lessee which will be closed to FY19's free cash.

- D. To see if the Town will vote to authorize the Conservation Commission to enter into a lease agreement for 26.2 +/- acres of Town-owned agricultural fields, also known as “the Four Corners Hayfields”, located at the intersection of Gates Road and Old Colony Road, shown as Parcel A and Parcel B on two plans of land prepared by David E. Ross Associates, entitled “Plan of Land in Princeton, Massachusetts, prepared for the Trust for Public Land – Four Corners Premises Plan”, recorded in the Worcester District Registry of Deeds in Plan Book 868, Plans 41 and 42, any such lease to be used for conservation, agriculture and/or passive recreation purposes, for a term of not less than 10 nor more than 20 years, provided that any such lease agreement is consistent with M.G.L. c. 132A, §11, all other applicable laws and regulations, and the Land Management Plan for this property, or take any other action relative thereto.

This property has been leased for a mix of agricultural uses for the last 10 years, pursuant to Article 4 of the May 13, 2008 Annual Town Meeting. According to the minutes of that meeting, the intention is to keep the land in agricultural use. This article allows the town to enter into another long-term lease, this time for a term that is between 10 and 20 years, so that it can continue to be used for agricultural purposes and comply with the self-help grant that the town received.

Moderator declared the vote unanimous

9:10pm

ARTICLE 7. To see if the Town will accept M.G.L. c. 44, §53F³/₄, which establishes a special revenue fund known as the Public, Educational and Governmental (PEG) Access and Cable Related Fund, to reserve cable franchise fees and other cable-related revenues for appropriation to support PEG access services and oversight and renewal of the cable franchise agreement, the fund to begin operation for fiscal year 2020, which begins on July 1, 2019 or take any other action relative thereto.

The Franchise Agreement between the Town of Princeton and Charter Communications Entertainment I, LLC provides the Town cable franchise fees, specifically a License Fee equal to fifty cents (\$0.50) per subscriber per year and one and one-quarter percent (1.25%) of Gross Annual Revenue to the Town for annual PEG Access Support. While these amounts are expected to be very small, they should be reserved to support PEG access and oversight and renewal of the cable franchise agreement.

Moderator declared the vote unanimous

9:12pm

ARTICLE 8. To see if the Town will vote to rescind Article 10 of the May 15, 2013 Annual Town Meeting and Article 4 of the 2014 Annual Town Meeting which votes authorized the Board of Selectmen to establish and maintain a municipal lighting plant for the purpose of operating a telecommunications system pursuant to M.G.L. c. 164, §47E, and to terminate the existence of the telecommunications system; or take any other action relative thereto.

The Princeton Broadband Municipal Light Plant (PBMLP) has served its purpose and is no longer necessary for the town to have high speed internet. This article is to be accepted 2 times, before the Princeton Broadband Municipal Light Plant can officially be dissolved, consistent with the way it was established. At the May 15, 2018 Annual Town Meeting, this article was approved as the first acceptance.

Moderator declared the vote unanimous

9:13pm

ARTICLE 9. To see if the Town will vote to accept the redesigned Town Seal as the official seal to be kept by the Town Clerk to be used to attest papers or documents from any office or board of the town or take any action thereto.

This is a housekeeping matter. M.G.L. c. 40, §47 Town Seal; Establishment; requires that each town shall have a seal established at a town meeting. The original approved Town Seal was redesigned in 2009, but the new design was not brought to Town Meeting for approval.

Moderator declared the vote unanimous

9:14pm

ARTICLE 10. To see if the Town will vote to raise and appropriate the sum of \$15,600.00 for Ambulance Readiness to expand coverage of the Fire Department in Fiscal Year 2020 to include the daytime shift on Saturdays and Sundays; or take any other action relative thereto.

The Fire Department, which includes the ambulance service, is currently staffed Monday through Friday from approximately 7 AM to 5 PM with an employee stationed and ready to respond to any fire or medical emergency. This article proposes to expand the coverage to include Saturdays and Sundays from 7 AM to 5 PM as a first step towards expanding coverage of the department to improve medical response time.

Moderator declared the vote unanimous

9:16pm

ARTICLE 11. To see if the Town will vote to transfer from undesignated fund balance (free cash) account # 27-5-999-000 the sum of \$28,000.00 for design and engineering services for floor space design and conceptual elevation design of a proposed new Public Safety Building to be located on the former Center School site, including the payment of all costs incidental or related thereto; or take any other action relative thereto.

The Facilities Steering Committee, Phase II, is requesting funds to hire an architect with recent experience in the design of public safety buildings for small towns to take the work JWA provided to the next step in the design process for the Public Safety Complex with the goal of designing a building that meets the long term needs of the Fire, EMS and Police Departments while exploring ways to reduce the costs. These funds would be in addition to \$22,000 transferred by the Advisory Committee from the Reserve Fund in February of 2019.

Discussion was had and a presentation was done by Richard Chase, Fire Chief John Bennett spoke of the importance of building stability

Moderator declared the vote unanimous

9:40pm

ARTICLE 12. To see if the Town will vote to transfer from undesignated fund balance (free cash) account # 27-5-999-000 the sum of \$17,500.00 to replace the generator at Fire Station #2 provided, however, that the amount authorized to be transferred pursuant to this vote shall be contingent upon a grant, in the aggregate amount of at least \$47,771.25, to be awarded to the Town on account of the project with

unexpended funds as of June 30, 2022 being returned to their original funding source; or take any other action relative thereto.

The generator at Fire Station #2 is a 1986 military generator which has been unreliable and one that the Town has been unsuccessful in finding a company to provide maintenance. The Town, through the assistance of the Central Massachusetts Regional Planning Agency, has applied for a Hazard Mitigation Grant through the Federal/Massachusetts Emergency Management Agencies to offset 75 percent of the total cost (approximately \$65,000). Approval of this article would permit a transfer of \$17,500, if the town is awarded the grant.

Moderator declared the vote was unanimous

9:42pm

ARTICLE 13. To see if the Town will vote to transfer from undesignated fund balance (free cash) account # 27-5-999-000 the sum of \$9,000.00 to address costs associated with a new Public Water Supply at Town Hall Drive; or take any other action relative thereto.

In late 2018/early 2019 it was determined that the well system which services the Library, Town Hall, Annex and Public Safety Complex should be a Public Water Supply as defined by the Massachusetts Department of Environmental Protection (MassDEP). The Town received an Administrative Consent Order in April outlining the steps which must be taken in accordance with the Code of Massachusetts Regulations (CMR). These funds will be used to comply with the MassDEP's CMR.

Moderator declared the vote was unanimous

9:44pm

ARTICLE 14. To see if the Town will vote to transfer from undesignated fund balance (free cash) account # 27-5-999-000 the sum of \$80,000.00 to replace a 6-Wheel Dump Truck in the Highway Department with unexpended funds as of June 30, 2020 being returned to their original funding source, or take any other action relative thereto.

Approval of this article would allow for the replacement of a 31-year-old Mack 6-Wheel Dump Truck in the Highway Department with a used vehicle to service the Town's needs.

Moderator declared the vote was unanimous

9:45pm

ARTICLE 15. To see if the Town will vote to transfer from undesignated fund balance (free cash) account # 27-5-999-000 the sum of \$24,500.00 to repair windows at the Library with unexpended funds as of June 30, 2021 being returned to their original funding source; or take any other action relative thereto.

The original double-hung windows (not stained glass) at the Library are in need of repair. Including repair(s) of glazing; installation of weather-stripping; improvements/replacement of interior storm windows; stripping, sanding, re-painting, and/or replacement of related wood sills & exterior trim as necessary.

Moderator declared the vote was unanimous

9:46pm

ARTICLE 16. To see if the Town will vote to transfer from undesignated fund balance (free cash) account # 27-5-999-000 the sum of \$15,500.00 to replace portable radios, a mobile data terminal and other computers within the Police Department’s inventory with unexpended funds as of June 30, 2021 being returned to their original funding source; or take any other action relative thereto.

Portable radios, mobile data terminals (i.e. laptops in the police cruisers) and computers are in need of replacement. Historically, these have been funded as a part of the departments operating budget, however it was recommended by the Collins Center for Public Management that the town place these types of costs into the Town’s Capital Improvements Plan.

Moderator declared the vote was unanimous

9:47pm

ARTICLE 17. To see if the Town will vote to transfer from undesignated fund balance (free cash) account # 27-5-999-000 the sum of \$53,357.12 to replace a 2015 cruiser with unexpended funds as of June 30, 2020 being returned to their original funding source; or take any other action relative thereto.

The 2015 Ford Police Interceptor Utility (SUV) has approximately 89,000 miles and over 10,000 engine hours and is in need of replacement. Historically, these replacements have been funded as a part of debt section of the operating budget, however given future debt and availability of free cash, this item is being proposed to be purchased outright.

Moderator declared the vote unanimous

9:48pm

ARTICLE 18. To see if the Town will vote to transfer from Town Hall Annex Repair account # 03-5-192-305 the sum of \$158,000.00 to renovate temporary leased space for town offices and costs associated with moving and rental with unexpended funds as of December 31, 2020 being returned to their original funding source; or take any other action relative thereto.

The Selectboard is in the process of evaluating options for the temporary location of the general town offices (i.e. offices currently in Bagg Hall) during the repair/construction of Bagg Hall under the “stabilization” project voted at the 2018 Annual Town Meeting (ATM). This article would provide the necessary funds to renovate leased space while foregoing the repairs to the Town Hall Annex. Funds remaining from the Town Hall Annex “stabilization” project approved at the 2018 ATM would be redirected to offset costs for other more critical building needs (i.e. new Public Safety Complex).

Advisory Committee Opinion: To Be Determined

Moderator declared the vote carries

9:56pm

ARTICLE 19. To see if the Town will vote to transfer from undesignated fund balance (free cash) account # 27-5-999-000 the sum of \$50,000.00 to the Town’s General Stabilization account # 83-5-100-000; or take any other action relative thereto.

This is the Town’s general savings account. It is generally recommended that cities and towns maintain a minimum of five (5) percent of their annual budget in stabilization. The stabilization account currently

has approximately \$380k, which is a little less than four (4) percent of the total annual budget. If approved, a 2/3rds vote is required to transfer funds out of this account in the future.

Moderator declared the vote unanimous

9:58pm

ARTICLE 20. To see if the Town will vote to transfer from undesignated fund balance (free cash) account # 27-5-999-000 the sum of \$130,000.00 and raise and appropriate the sum of \$100,000.00 to the Town's Infrastructure Stabilization account # 85-5-041-000; or take any other action relative thereto.

This is an account that is intended to be used by the Town to offset costs for large infrastructure projects. Given the future costs anticipated for the design and construction of a new public safety complex, it is recommended that funds be placed into this account to offset the future borrowing for this project. Currently, the account has approximately \$88,000.00 in it. There is also \$500,000.00 in another account which is also planned to offset the new public safety building costs.

Advisory Committee Opinion: To Be Determined

Moderator declared the vote carries

10:01pm

ARTICLE 21. To see if the Town will vote to amend Chapter III, (Advisory Committee) of the General Bylaws as follows:

Amend Section 1 by deleting the following language:

"There shall be an Advisory Committee consisting of seven legal voters of the Town, who shall be appointed in the manner hereinafter provided."

And replace it with the following new language:

"The Advisory Committee shall be renamed the Finance Committee consisting of seven legal voters of the Town, who shall be appointed in the manner hereinafter provided."

Amend Section 2 by deleting the following language:

"The Selectmen shall appoint members at the beginning of each fiscal year as necessary to maintain a seven-member committee each of whose term shall be for three fiscal years."

And replace it with the following new language:

"Members of the Finance Committee shall be chosen at the beginning of each fiscal year, as necessary to maintain a seven-member committee, by a simple majority of an appointing committee consisting of the Moderator, the Chairman of the Board of Selectmen, and the Chairman of the Finance Committee."

Delete Section 3 in its entirety

And replace it with the following new language:

"Whenever any vacancy shall occur for any cause, said vacancy shall be filled immediately by the appointing committee as described in Section 2. The term of office for any person so chosen to fill a vacancy shall expire at the end of the fiscal year (June 30th), and the appointing committee shall appoint his or her successor to complete the unexpired term of the member in whose office such vacancy originally occurred."

Delete Section 4 in its entirety

And replace it with the following new language

"The Finance Committee shall:

- i. Define the annual timeline and guidance by which the Selectmen, Town Administrator and Department Heads propose an operating budget to the Finance Committee for inclusion in the Town Warrant at the Annual Town Meeting;
- ii. Define the justification criteria and timeline by which capital requests are submitted to the Finance Committee for inclusion in the Town Warrant at the Annual Town Meeting, or otherwise;
- iii. Be responsible for submittal of the budget, showing anticipated income and expenditures of the Town for the next fiscal year, to be included in the Town Warrant at the Annual Town Meeting;
- iv. Prepare the Town's five-year capital plan for inclusion in the Annual Town Warrant and for consideration at the Annual Town Meeting;
- v. Prepare the Town's five-year financial plan including; projections of income, operational expenses, historic trends, and tax levy for inclusion in the Annual Town Warrant and for consideration at the Annual Town Meeting;
- vi. Develop and maintain the Town financial policies and financial calendar;
- vii. Consider and approve all matters relating to the appropriation and/or the borrowing of money by the Town and its indebtedness;
- viii. Consider any and all other matters that impact the financial business or well-being of the Town, and may make recommendations to the Town or to any board, officers or committee relative to the municipal financial affairs.

At its own discretion, the Finance Committee shall also prepare other analyses, projections and policies in support of, or conducive to, sound financial management, and submit said documents to the Selectmen and Town and make such analyses, policies and/or projections available to residents of the Town.

All articles in any warrant for a Town Meeting shall be referred to the Finance Committee for its consideration. The Selectmen after drawing any such warrant shall transmit immediately a copy thereof to each member of said Committee. A public hearing shall be held upon all such articles, unless a public hearing is otherwise required by law, and a notice of such hearing shall be given by posting a copy thereof

in a least four (4) public places in the Town. The Finance Committee shall after due consideration of the subject matter of such articles, report thereon to the Town Meeting, in writing, such recommendations as it deems best for the interests of the Town and its citizens. Any recommendation that exists from the Finance Committee on an article will be read to the Town Meeting prior to any motions or discussion relative to the article. The Finance Committee may, during discussion of the article, change its recommendation and offer the altered recommendation to the Town Meeting provided it gives its reasons for changing its recommendation."

Delete Section 5 in its entirety

And replace it with the following new language

"It shall be the duty of the Finance Committee annually to consider the expenditures in previous years and the estimated requirements for the ensuing year of the several boards, officers, and committees of the Town, as prepared by them or by the Town Auditor in such form and detail as may be prescribed by said Committee. The said Committee shall add to such statement of expenditures and estimates another column, giving the amounts which in its opinion should be appropriated for the ensuing year, and shall further add thereto such explanations and suggestions relating to the proposed appropriations as it may deem expedite, and report thereon as provided in Section 4."

Amend Section 7 by deleting the following language:

"It shall be the duty of the Advisory Committee to make an annual written report of its doings, with recommendations relative to financial matters and the conduct of Town business."

And replace it with the following new language:

"It shall be the duty of the Finance Committee to make an annual written report of its doings, with recommendations relative to financial matters and the conduct of Town business."

Explanation Provided on the Citizens Petition:

The Town is lacking in a formal and robust financial planning and governance process. Approval of this Article will eliminate these deficiencies and provide residents with a more comprehensive annual budget, revenue and tax levy projection for consideration at the Annual Town Meeting

Advisory Committee Opinion: Undetermined, but supports more detailed annual planning

Lengthy and spirited discussion was had for the pros/cons of a finance committee. Over an hour after, a motion was made to cutoff debate and vote. Moderator declares 2/3 motion carries, but resident asked for a raised hand count. Three tellers were dispersed to count votes at 8:58pm. At 9:02pm the votes were as follows:

YES-71

NO-96

Moderator declares the motion failed

ARTICLE 22. To see if the Town will vote to amend Chapter IV, (Financial Affairs) of the General Bylaws as follows:

Delete Section 5 in its entirety

And replace it with the following new language:

“The Finance Committee shall submit the budget, as required in Chapter III, Section 4 of these By-laws, for inclusion in the Annual Town Warrant, with a provision for a recommendation by the Selectmen, and for presentation at the Annual Town Meeting.”

Explanation Provided on the Citizens Petition:

Approval of this amendment to Chapter IV of the General Bylaws is necessary provide consistency with the amendments to Chapter III of the General Bylaws.

Advisory Committee Opinion: To Be Determined

Motion was moved and seconded to pass over this Article indefinitely

Moderator declared the vote unanimous

10:02pm

ARTICLE 23. To see if the Town will vote to amend SECTION XII. SITE PLAN REVIEW of the Princeton Zoning By-Law by the addition of the following two additional activities and uses requiring site plan review in Section 2. Applicability; or take any other action relative thereto:

SECTION XII. SITE PLAN REVIEW:

2. Applicability: The following types of activities and uses shall require site plan review by the planning board.

(6) Any use involving cultivation, processing, distribution, or sale of marijuana.

(7) Construction or expansion resulting in a structure with a footprint of more than 10,000 square feet.

This amendment would require site plan review for all marijuana facilities, rather than only retail, processing, and distribution facilities in business or business-industrial zones.

This amendment would also require site plan review for any construction or expansion of any building resulting in a footprint of more than 10,000 square feet.

Approval requires a 2/3 vote.

Motion was brought to add the word “commercial” between involving and cultivation, passed and

Moderator declared the vote passed with the 2/3 required

10:09pm

ARTICLE 24. To see if the Town will vote to amend SECTION VI. AREA, YARD AND HEIGHT REGULATIONS of the Princeton Zoning By-Law by the addition of the following new paragraph in Section 1. Area and Yard Regulations; or take any other action relative thereto:

SECTION VI. AREA, YARD AND HEIGHT REGULATIONS:

1. Area and Yard Regulations:

- (H) Notwithstanding any other provision in these by-laws, no new structure with a footprint of more than 10,000 square feet, and no addition to an existing structure which results in a structure with a footprint of more than 10,000 square feet, shall be so located in a Residential-Agricultural District as to extend within one hundred (100) feet of a property line where it borders the street right of way line, or within sixty (60) feet of a side or rear lot line.

This amendment would double the setback requirements for large buildings in a Residential-Agricultural District to 100 feet from the road, and to 60 feet from abutting property lines.

Approval requires a 2/3 vote.

Moderator declared the vote carries with the 2/3 required

10:14pm

ARTICLE 25. To see if the Town will vote to amend SECTION VII. GENERAL REGULATIONS of the Princeton Zoning By-Law by the deletion of existing Sections (3)(A) and VII(3)(C): Trailers and Mobile Homes and replacement as proposed below; or take any other action relative thereto:

SECTION VII. GENERAL REGULATIONS:

3. Trailers and Mobile Homes:

- (A) With site plan review by the Planning Board, when a residence has been rendered uninhabitable by fire or other catastrophe and is being repaired by the owner, or when a permanent residence is under construction, the owner for one (1) year may use a trailer or mobile home as a temporary residence on the same lot pending completion of repairs or construction. For good cause shown, the use may be extended by the Planning Board. Trailers and mobile homes are otherwise not permitted in the Town.
- (C) Trailer or mobile home shall mean any residential dwelling unit containing internal electrical, plumbing, and sanitary facilities that is built on a chassis and designed to be capable of being moved from one site to another and to be used with or without a permanent foundation.

This amendment would prohibit the use of mobile homes and trailers as permanent residences with an additional amendment to allow, with site plan review, temporary use of a trailer or mobile home during repairs or construction for one year, with a provision for extension by the Planning Board for good cause shown.

The existing Princeton Zoning By-Law text is as follows:

- (A) *Trailers and mobile homes may be used for residential purposes in any district in the Town subject to permission of the Board of Appeals; except that if an occupied dwelling has been rendered uninhabitable, in the opinion of the selectmen, by fire or other catastrophe the owner may use a trailer or mobile home as a residence on the same lot for a period not in excess of one (1) year. (Amended May 30, 1978)*

(C) *Trailer or mobile home shall mean any one-family dwelling unit of vehicular, portable design built on a chassis and designed to be moved from one site to another and to be used with or without a permanent foundation. (Amended March 7, 1972)*

Approval requires a 2/3 vote.

Advisory Committee Approves

After a raised hand count:

YES: 57 NO: 41

Moderator declared the motion failed

10:25pm

A motion was made and seconded to dissolve the meeting

Moderator declared the vote unanimous

10:26pm

Respectfully submitted,

Ginger R. Toll, Town Clerk