

August 6, 2020

TOWN OF SOUTHAMPTON

ANNUAL TOWN MEETING WARRANT

**Saturday, August 15, 2020
9:00 A.M.**



**LABRIE FIELD
STRONG ROAD
SOUTHAMPTON, MASSACHUSETTS**

TABLE OF CONTENTS

ARTICLE 1	UNPAID BILLS.....	2
ARTICLE 2	ANNUAL OPERATING BUDGET FOR FY 21.....	3
ARTICLE 3	TRANSFER STATION ENTERPRISE FISCAL 2021 BUDGET.....	3
ARTICLE 4	WATER ENTERPRISE FISCAL 2021 BUDGET.....	4
ARTICLE 5	FUNDING FOR NORRIS ELEMENTARY SCHOOL PA SYSTEM.....	5
ARTICLE 6	FUNDING FOR GUTTER REPAIR & SEALING AT NORRIS ELEMENTARY SCHOOL.....	5
ARTICLE 7	FUNDING FOR REPLACEMENT KITCHEN OVEN AND HOOD FIRE SUPPRESSION SYSTEM AT NORRIS ELEMENTARY SCHOOL.....	6
ARTICLE 8	TRANSFER FOR NORRIS SCHOOL REPLACEMENT OF TEACHER LAPTOPS.....	6
ARTICLE 9	TRANSFER FOR POLICE PORTABLE RADIO REPLACEMENT.....	7
ARTICLE 10	FUNDING FOR SUV CRUISER FOR THE POLICE DEPARTMENT DEBT.....	7
ARTICLE 11	TRANSFER FOR FIRE DEPT. THERMAL IMAGING CAMERAS.....	8
ARTICLE 12	FUNDING FOR HVAC UPGRADES FOR HAMPSHIRE REGIONAL HIGH SCHOOL DEBT.....	8
ARTICLE 13	REVOLVING FUND SPENDING LIMITS.....	9
ARTICLE 14	REPORT OF THE COMMUNITY PRESERVATION COMMITTEE.....	10
ARTICLE 15	FUNDING FOR FIRST CONGREGATIONAL CHURCH FOR ACCESABLE RAMP FOR COMMUNITY CUPBOARD PANTRY.....	11
ARTICLE 16	FUNDING FOR CONSERVATION COMMISSION FOR SAFE ACCESS OF TRAILS IN MANHAN MEADOWS SANCTUARY.....	11
ARTICLE 17	FUNDING FOR CONSERVATION COMMISSION FOR 20% MATCH OF MASS. TRAILS GRANT.....	12
ARTICLE 18	FUNDING FOR SOUTHAMPTON HISTORICAL SOCIETY FOR RESTORATION OF THE CLARK-CHAPMAN HOUSE.....	12

WARRANT FOR THE ANNUAL TOWN MEETING

August 15, 2020

HAMPSHIRE, ss.

To either of the Constables of the Town of Southampton in said County:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the precincts of the Town of Southampton, County of Hampshire, qualified to vote in elections and Town affairs to meet at the **Labrie Field, Strong Road, Southampton, Massachusetts**, on

Saturday, August 15, 2020 at 9:00 a.m.,

then and there to act on the following articles:

BUDGET AND FINANCIAL ITEMS

ARTICLE 1 UNPAID BILLS

To see if the town will vote to transfer for two previous fiscal year bills totaling \$1,748.29 to the Prior Year Bills Account for unpaid bills from previous Fiscal Years;

\$334.29	WEX gas card	Payment misapplied from FY19
\$1,414.00	MIIA Insurance	Deductible payment from FY 17

said sum to be taken from Water Retained Earnings (WEX Gas Card \$334.29), and Operating Stabilization (MIIA Insurance \$1,414.00); or take any other action relative thereto.

(Speaker: Town Accountant/Water Commissioners/Town Administrator)

SUMMARY:

These invoices are for the work/service which was done in a preceding fiscal year The WEX gas card is for service provided to the Water Department and the MIIA Insurance invoice is for a deductible amount which was originally invoiced in FY17 but was originally thought to have been paid with an account credit but was not.

MOTION:

Move that the Town vote to transfer a total of \$1,748.29; \$334.29 for the WEX gas card from Water Retained Earnings and \$1,414.00 for the MIIA deductible from

Operating Stabilization account to the Prior Year Bills Account for the unpaid bills from WEX from Fiscal Year 2019 and MIIA Insurance from Fiscal Year 2017.

4/5ths Majority

Finance Committee: Recommends

ARTICLE 2 ANNUAL OPERATING BUDGET FOR FISCAL 2021

To see if the Town will vote to fix salaries of all elected officials for the Fiscal Year 2021 for the period for July 1, 2020 to June 30, 2021, and further, to raise and appropriate \$17,691,925.83 monies as identified in the Town’s Annual Operating Budget from taxation, \$27,700 from WPAT loan and \$100,000 from Ambulance Fees, as attached, for Fiscal Year 2021; or take any other action relative thereto.

Attachment: FY 2021 Budget

(Speaker: Select Board)

SUMMARY: *This article will raise and appropriate \$17,691,925.83 for the salaries of elected officials and fund all Town departments for Fiscal Year 2021 (Attachment column Labeled FY21 Balance Budget with reduced state Aid). This budget also funds the assessments for Hampshire Regional, Smith Vocational, Westfield Vocational and the Norris Elementary School.*

MOTION: Move that the Town raise and appropriate \$17,691,925.83 to fund all municipal departments and the public schools during fiscal year 2021, as shown in the Town’s Annual Operating Budget for Fiscal Year 2021 and to fix the salaries for all elected officials as shown and identified in the Column Labeled FY21 Balanced Budget with reduced State Aid, from taxation, \$27,700 from WPAT loan and \$100,000 from Ambulance Fees.

Simple Majority

Finance Committee: Recommends

ARTICLE 3 TRANSFER STATION ENTERPRISE FISCAL 2021 BUDGET

To see if the Town will vote to raise and appropriate or transfer from available funds Two Hundred Thousand Fifty-Five Dollars (\$200,055) to operate the Transfer Station Enterprise according to the following budget:

Wages	34,272
Operating Expenses	143,620
Environmental Compliance	4,000
<u>Indirect Costs</u>	<u>18,163</u>
Total	200,055

And that \$175,107 be raised from Transfer Station Enterprise Revenues \$6,785 to be taken from retained earnings and \$18,163 to be appropriated in General Fund (Indirect Costs): or take any other action relative thereto.

(Speaker: Highway Superintendent)

SUMMARY: *The Transfer station operates as an “enterprise fund”. Operations of the Transfer Station are supported by the fees and charges that are collected instead of tax revenue from the general fund.*

MOTION: Move that the Town vote the budget of the Transfer Station Enterprise Fund as presented in Article 3 of the Warrant for the August 15, 2020 Annual Town Meeting.

Simple Majority

Finance Committee: Recommends

ARTICLE 4 WATER ENTERPRISE FISCAL 2021 BUDGET

To see if the Town will vote to raise and appropriate or transfer from available funds Eight Hundred Thirteen Thousand Thirty-Nine Dollars (\$813,039) to operate the Water Enterprise, according to the following budget:

Wages	203,376
Operating Expenses	163,732
Capital Outlay	133,900
Indirect Costs	93,946
<u>Debt Services</u>	<u>218,085</u>
Total	813,039

And that \$675,526 be raised from Water Enterprise Revenues, \$43,567 from retained earnings and \$93,946 appropriated in General Fund (Indirect Costs); or take any other action relative thereto.

(Speaker: Water Commissioners)

SUMMARY: *The Water Department operates through an “enterprise fund”, i.e., operations are funded from charges to rate payers.*

MOTION: Move that the Town vote to approve the budget of the Water Department Enterprise Fund as presented in Article 4 of the Warrant for the August 15, 2020 Annual Town Meeting.

Simple Majority

Finance Committee: Recommends

ARTICLE 5 FUNDING FOR NORRIS ELEMENTARY SCHOOL PA SYSTEM

To see if the Town will vote to transfer \$20,593.54 from the Capital Stabilization Fund to the Norris School Capital Budget to fund the replacement of the PA System at the Norris School; or take any other action relative thereto. **(Speaker: Capital Committee/School Committee)**

SUMMARY: *This article will provide funding to purchase and replace the PA System at the Norris Elementary School for which replacement parts are no longer available. This is deemed by the Capital Committee as a priority life safety issue. Funding to come from the Capital Stabilization Account.*

MOTION: Move that the Town vote to transfer the sum of \$20,593.54 from the Capital Stabilization Fund to the Norris School Capital Budget to fund the replacement of the PA System at the Norris School. **2/3rds Majority**

Finance Committee: Recommends

ARTICLE 6 FUNDING FOR GUTTER REPAIR & SEALING AT NORRIS SCHOOL

To see if the Town will vote to transfer \$25,000.00 from the Capital Stabilization Fund to the Norris School Capital Budget to fund the repair and sealing of the gutters at the Norris School; or take any other action relative thereto. **(Speaker: Capital Committee/School Committee)**

SUMMARY: *This article will provide funding to repair and seal the gutter system at the Norris Elementary School which currently leaks and allows water to enter the building. This is deemed by the Capital Committee as a priority health and facility infrastructure issue. Funding to come from the Capital Stabilization Account.*

MOTION: Move that the Town vote to transfer the sum of \$25,000.00 from the Capital Stabilization Fund to the Norris School Capital Budget to fund the repair and sealing to the gutter system at the Norris School. **2/3rds Majority**

Finance Committee: Recommends

ARTICLE 7 FUNDING FOR REPLACEMENT KITCHEN OVEN AND HOOD FIRE SUPPRESSION SYSTEM AT NORRIS SCHOOL

To see if the Town will vote to transfer \$11,075.00 from the Capital Stabilization Fund to the Norris School Capital Budget to fund the replacement of the kitchen oven (\$9,000.00) and the hood fire suppression system for the oven and range (\$2,075) at the Norris School; or take any other action relative thereto. (Speaker: Capital Committee/School Committee)

SUMMARY: *This article will provide funding to replace the kitchen oven and add a fire suppression system which is required by code over the oven and range at the Norris Elementary School. This is deemed by the Capital Committee as a priority safety issue. Funding to come from the Capital Stabilization Account.*

MOTION: Move that the Town vote to transfer the sum of \$11,075.00 from the Capital Stabilization Fund to the Norris School Capital Budget to fund the replacement of the kitchen oven (\$9,000.00) and the hood fire suppression system for the oven and range (\$2,075) at the Norris School. **2/3rds Majority**

Finance Committee: Recommends

ARTICLE 8 TRANSFER FOR NORRIS SCHOOL REPLACEMENT OF TEACHER LAPTOPS

To see if the Town will vote to transfer \$23,000.00 from the Capital Stabilization Fund to the Norris School Capital Budget to fund the replacement of teacher laptops at the Norris School; or take any other action relative thereto. (Speaker: Capital Committee/School Committee)

SUMMARY: *This article will provide funding to replace some of the existing teachers' laptops which are 10+ years old at the Norris Elementary School. This is deemed by the Capital Committee as a priority issue. Funding to come from the Capital Stabilization Account.*

MOTION: Move that the Town vote to transfer the sum of \$23,000.00 from the Capital Stabilization Fund to the Norris School Capital Budget to fund the replacement of teacher' laptops at the Norris School. **2/3rds Majority**

Finance Committee: Recommends

ARTICLE 9 TRANSFER FOR POLICE PORTABLE RADIOS REPLACEMENT

To see if the Town will vote to transfer/appropriate \$18,000.00 from the Capital Stabilization Fund to the Police Capital Budget to fund the replacement of the 12 portable radios at the Police Department; or take any other action relative thereto. (Speaker: Police Chief)

SUMMARY: *This article will provide funding to replace twelve (12) of the Police Department portable UHF band radios for their communications. The current radios are beyond their useful life and parts are no longer available for them. This is deemed by the Capital Committee as a priority safety issue. Funding to come from the Capital Stabilization Account.*

MOTION: Move that the Town vote to transfer/appropriate \$18,000.00 from the Capital Stabilization Fund to the Police Capital Budget to fund the replacement of the 12 portable radios at the Police Department. **2/3rds Majority**

Finance Committee: Recommends

ARTICLE 10 FUNDING FOR SUV CRUISER FOR THE POLICE DEPARTMENT

To see if the Town will vote to appropriate the sum of \$56,512.74 to purchase a new SUV Police Cruiser for the Police Department, and to authorize the Treasurer, with the approval of the Select Board, to borrow the sum of \$56,512.74 for said appropriation under applicable sections of Chapter 44 Sections 7 and 8 of the General Laws or any other enabling authority and to issue bonds and notes therefor; or take any other action relative thereto. (Speaker: Police Chief)

SUMMARY: *This article will provide funding and authorize the Treasurer, with the approval of the Select Board, to borrow the sum of \$56,512.74 for said appropriation to purchase a replacement Police Cruiser (SUV style) for the Police Department. The vehicle it would replace is a 2009 Ford Crown Victoria.*

MOTION: Move that the Town vote to appropriate the sum of \$56,512.74 to purchase a new SUV Police Cruiser for the Police Department, and to authorize the Treasurer, with the approval of the Select Board, to borrow the sum of \$56,512.74 for said appropriation under applicable sections of Chapter 44 Sections 7 and 8 of the General Laws or any other enabling authority and to issue bonds and notes therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount. **2/3rds Majority**

Finance Committee: Recommends

ARTICLE 11 TRANSFER FOR FIRE DEPT THERMAL IMAGING CAMERAS

To see if the Town will vote to transfer/appropriate \$8,100.00 from the Capital Stabilization Fund to the Fire Capital Budget to fund the replacement of the Thermal Imaging Cameras at the Fire Department; or take any other action relative thereto. (Speaker: Fire Chief)

SUMMARY: *This article will provide funding to replace three (3) thermal imaging cameras for the Fire Department. These thermal imaging cameras are used to locate fire within walls that is not able to be seen or locate an overheated light ballast that may cause a fire. These thermal imaging cameras are ¼ to ½ the cost of their earlier models. The Fire Departments original units are all over 20 years old and the one functioning unit they have has been borrowed from the salesman and there is not a backup unit. This is deemed by the Capital Committee as a priority safety issue. Funding to come from the Capital Stabilization Account.*

MOTION: Move that the Town vote to transfer/appropriate \$8,100.00 from the Capital Stabilization Fund to the Fire Capital Budget to fund the replacement of the Thermal Imaging Cameras at the Fire Department. **2/3rds Majority**

Finance Committee: Recommends

ARTICLE 12 FUNDING FOR HVAC UPGRADES AT HAMPSHIRE REGIONAL HIGH SCHOOL

To see if the Town will vote to appropriate the sum of \$55,450.00 for its portion to purchase an upgrade to the HVAC system at Hampshire Regional High School and to authorize the Treasurer, with the approval of the Select Board, to borrow the sum of \$55,450.00 for said appropriation under applicable sections of Chapter 44 Sections 7 and 8 of the General Laws or any other enabling authority and to issue bonds and notes therefor; or take any other action relative thereto. (Speaker: Capital Committee/School Committee)

SUMMARY: *This article will provide funding and authorize the Treasurer, with the approval of the Select Board, to borrow the sum of \$55,450.00 for said appropriation to provide Southampton’s portion from the five district towns of funding for the repairs and upgrades to the HVAC system at Hampshire Regional High School*

MOTION: Move that the Town vote to appropriate the sum of \$55,450.00 for its portion to purchase an upgrade to the HVAC system at Hampshire Regional High School and to authorize the Treasurer, with the approval of the Select Board, to borrow the sum of \$55,450.00 for said appropriation under applicable sections of Chapter 44 Sections 7 and 8 of the General Laws or any other enabling authority and to issue bonds and notes therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount. **2/3rds Majority**

Finance Committee: Recommends

REVOLVING FUNDS

ARTICLE 13 REVOLVING FUND SPENDING LIMITS

To see if the town will vote to set the Revolving Fund FY2021 spending limits for such revolving funds as follows:

Or take any other action relative thereto.

(Speaker: Town Accountant)

Program or Purpose	Use of Fund	FY 21 Spending Limit
Conservation	Operating Expenses/Admin. Expenses	\$10,000
Conservation Forestry	Oversight and Management of the Conservation Areas including forestry land	\$10,000
Council on Aging Van	Payment for Operation of COA Van	\$31,000
Dog Licensing & Control	Expenses Related to Admin. Of Licenses & Dog Control	\$8,000
Electrical Inspections	Payment for Electrical Inspection services	\$20,000
Fire Department (Brush Services)	Fire Chief to purchase brush firefighting equipment	\$5,000
Park Commission	Operating Expenses/Admin Expenses	\$10,000
Planning Board	Admin. Expenses	\$10,000
Planning Board	Consultant Costs	\$15,000
Plumbing Inspections	Payment for Plumbing inspection services	\$20,000
Tax Title	Tax Title related costs	\$10,000
Weights & Measures	Weights & Measures Fees	\$3,000
Zoning Board of Appeals	ZBA Expenditures	\$5,000

SUMMARY: *This article sets the spending limits for the various approved Revolving Funds. There have been no changes to the Spending limits for these Revolving Funds for fiscal year 2021 from their authorized level from FY 2020.*

MOTION: Move that the Town vote to set the limitation on expenditures for each Revolving Fund be established according to Article 13 of the August 15, 2020 Annual Town Meeting.

Simple Majority

Finance Committee: Recommends

COMMUNITY PRESERVATION PROJECTS

ARTICLE 14 REPORT OF THE COMMUNITY PRESERVATION COMMITTEE

To see if the Town will vote to hear and act, pursuant to Massachusetts General Laws Chapter 44B, on the report of the Community Preservation Committee for the Fiscal Year 2021 Community Preservation Budget and to appropriate or reserve from the Community Preservation Fund the following sums of money as recommended by the Community Preservation Committee for Committee administrative expenses, community preservation projects and other necessary and proper expenses in the fiscal year beginning July 1, 2020, with each item to be considered as a separate appropriation:

Administrative Expenses..... \$7,500

Reserves:

From FY21 Estimated revenues for Historic Resources Reserve \$33,000

From FY21 Estimated revenues for Community Housing Reserve.... \$33,000

From FY21 Estimated revenues for Pomeroy Meadow Rd Land \$56,341

(Pomeroy Meadow Land purchase is only a memo item, and will fulfill the 10% requirement for Open Space Reserve.)

Or take any other action relative thereto.

(Speaker: CPC)

SUMMARY: *State enabling legislation establishing the Community Preservation Program limits program expenditures to three areas; 1) Historic Preservation; 2) Affordable Housing; and 3) Open Space and Recreation. At least 10% of annual expenditures must be set aside for each of the three program areas respectively, and the Community Preservation Committee may spend a portion of available funds for administrative expenses. This is the standard article, voted annually, setting aside the required minimums for open space/recreation, affordable housing and historic preservation and allocating the bond payment for the previous purchase of 68 Pomeroy Meadow Road through the CPC Act and allocating \$7,500 for administrative expenses.*

MOTION: Move that the Town vote to hear and act on the report of the Community Preservation Committee for fiscal year 2021 and to allocate sums of money from the Community Preservation Fund as presented in Article 14 of the Warrant of the August 15, 2020 Annual Town Meeting.

Simple Majority

Finance Committee: No Recommendation. Not in their purview.

**ARTICLE 15 FUNDING FOR FIRST CONGREGATIONAL CHURCH FOR
ACCESSABLE RAMP FOR COMMUNITY CUPBOARD PANTRY**

To see if the Town will vote to transfer the sum of Twelve Thousand Dollars (\$12,000) from Community Preservation Funds to the First Congregational Church for a handicap accessible ramp to the Community Cupboard Food Pantry to provide a means of a second exit, said funds to be transferred from Community Preservation Surcharges-Historical Preservation Account; or take any other action relative thereto. (Speaker: CPC)

SUMMARY: *This article will fund \$12,000 for the purchase and installation of a handicap accessible ramp for the Community Cupboard – Food Pantry which is located at the Southampton First Congregational Church. Funding to be transferred from the Community Preservation Surcharges – Historical Preservation Account.*

MOTION: Move that the Town vote to transfer the sum of Twelve Thousand Dollars (\$12,000) from Community Preservation Funds to the First Congregational Church for a handicap accessible ramp to the Community Cupboard Food Pantry to provide a means of a second exit, said funds to be transferred from Community Preservation Surcharges-Historical Preservation Account. **Simple Majority**

Finance Committee: No Recommendation. Not in their purview.

ARTICLE 16 FUNDING FOR CONSERVATION COMMISSION FOR SAFE ACCESS OF TRAILS IN MANHAN MEADOWS SANCTUARY

To see if the town will vote to transfer the sum of Seven Thousand Dollars (\$7,000) from Community Preservation Funds to the Conservation Commission to restore safe access to and for the use of the trails at the Manhan Meadows Sanctuary which were damaged in the microburst, said funds to be transferred from Community Preservation Surcharges–Undesignated Account; or take any other action relative thereto. (Speaker: CPC)

SUMMARY: *This article will fund \$7,000 for the restoration of safe access to, and for the use of, the trails by removing branches and trees which were downed at the Manhan Meadows Sanctuary which were damaged in the microburst. Funding to be transferred from the Community Preservation Surcharges – Undesignated Account.*

MOTION: Move that the Town vote to transfer the sum of Seven Thousand Dollars (\$7,000) from Community Preservation Funds to the Conservation Commission to restore safe access to, and for the use of, the trails at the Manhan Meadows Sanctuary which were damaged in the microburst, said funds to be transferred from Community Preservation Surcharges–Undesignated Account. **Simple Majority**

Finance Committee: No Recommendation. Not in their purview.

ARTICLE 17 FUNDING FOR CONSERVATION COMMISSION FOR 20% MATCH OF MASS. TRAILS GRANT

To see if the town will vote to transfer the sum of Seventeen Thousand Dollars (\$17,000) from Community Preservation Funds to the Conservation Commission for the required 20% Town match for a Mass Trails Grant to improve additional areas of the Manhan Meadows Sanctuary trails system, said funds to be transferred from Community Preservation Surcharges–Open Space Account; or take any other action relative thereto. **(Speaker: CPC)**

SUMMARY: *This article will fund \$17,000 from Community Preservation Funds to meet the 20% Town required match for a Mass Trails Grant in order to improve the trails and add additional areas in the Manhan Meadows Sanctuary. Funding to be transferred from the Community Preservation Surcharges – Open Space Account.*

MOTION: Move that the Town vote to transfer the sum of Seventeen Thousand Dollars (\$17,000) from Community Preservation Funds to the Conservation Commission for the required 20% Town match for a Mass Trails Grant to improve additional areas of the Manhan Meadows Sanctuary trails system, said funds to be transferred from Community Preservation Surcharges–Open Space Account. ***Simple Majority***

Finance Committee: No Recommendation. Not in their purview.

ARTICLE 18 FUNDING FOR SOUTHAMPTON HISTORICAL SOCIETY FOR RESTORATION OF THE CLARK-CHAPMAN HOUSE

To see if the town will vote to transfer the sum of Fifty-Three Thousand Dollars (\$53,000) from Community Preservation Funds to the Southampton Historical Society for restoration and stabilization of the Clark Chapman-House, said funds to be transferred from Community Preservation Surcharges–Historic Preservation Account; or take any other action relative thereto. **(Speaker: CPC)**

SUMMARY: *This article will fund \$53,000 from Community Preservation Funds for the restoration and stabilization of the historic Clark-Chapman House. Project will include repairing/replacing the roof and the stabilization of the house’s foundation. Funding to be transferred from the Community Preservation Surcharges – Historic Preservation Account.*

MOTION: Move that the Town vote to transfer the sum of Fifty-Three Thousand Dollars (\$53,000) from Community Preservation Funds to the Southampton Historical Society for restoration and stabilization of the Clark Chapman-House, said funds to be transferred from Community Preservation Surcharges–Historic Preservation Account. ***Simple Majority***

Finance Committee: No Recommendation. Not in their purview.