

Town of Sandwich

THE OLDEST TOWN ON CAPE COD

130 MAIN STREET
SANDWICH, MA 02563

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BOARD OF
SELECTMEN

TOWN
MANAGER

BOARD OF SELECTMEN AGENDA February 5, 2015 – 7:00 P.M. Sandwich Town Hall – 130 Main Street

1. Pledge of Allegiance
2. Review & Approval of Minutes (*Vote*)
3. Public Forum (*15 Minutes*)
4. Town Manager Report
5. Correspondence / Statements / Announcements / Future Items / Follow-up (*10 Minutes*)
6. Staff Meeting (*15 Minutes*)
Substance Abuse Prevention Committee – Recommended Appointments (*Vote*)
7. Old Business (*60 Minutes*)
FY'16 Budget – Follow-up & Draft Capital Budget
Preparations for February 9, 2014 Special Town Meeting
Draft Public Safety Planning Presentation
Juno Storm Updates
Other
8. New Business (*15 Minutes*)
Future Selectmen Meeting Schedule
Other
9. Public Forum (*15 Minutes*)
10. Closing Remarks
11. Executive Session
(If Needed)
12. Adjournment

NEXT MEETING: Monday, February 9, 2015, 7:00 P.M., SHS – Special Town Meeting
Thursday, February 12, 2015, 7:00 P.M., Town Hall

PROJECTED REVENUES AND EXPENSES - FY'16

REVENUES

<u>FY'16 Tax Levy:</u>		
FY'15 Levy Limit	52,158,738	
2.5% Increase	1,303,968	
Est. New Growth	500,000	
Excess Levy Reserve Est.	0	
Overrides / Exclusions	0	
County Assess. Outside 2.5: CCC	162,847	
Debt Outside 2.5 (- Non-Levy & SBA)	1,022,574	55,148,128
 <u>Other Revenue:</u>		
Land Bank / CPA Debt	1,252,561	
School Building Authority Funding	1,279,534	
State Aid: Discretionary (0.00%)	2,074,733	
State Ch. 70 Aid: School (0.00%)	6,665,593	
Est. Local Receipts (<u>Includes</u> Meals Tax)	4,400,000	
Surplus Revenue / Free Cash	2,016,440	
Overlay Release	100,000	
Transfer from Stabilization Fund	0	<u>17,788,861</u>
Total Estimated Revenues		72,936,989

<u>Stabilization Fund Balance:</u>	
Actual Balance on 1/1/15:	1,022,450
Proposed Transfer From/To Stabilization Fund:	250,000
Projected Post ATM Balance:	<u>1,272,450</u>

EXPENSES

<u>ReCap Sheet Items:</u>		
State Assess: Tuition Assess (10.00%)	3,353,850	
State Assess: All Other (4.00%)	546,382	
Abatements / Overlay	400,000	4,300,232
 <u>Town Meeting Items:</u>		
Group Health Insur.+ Mitig. Plan (7.69%)	9,450,000	
County Retirement Assess. (5.38%)	3,147,347	
Property & Liability Insurance (3.03%)	850,000	
Medicare (6.00%)	623,778	
Unemployment Account	100,000	
Debt: Long Term	4,011,147	
Debt: Short Term	50,000	
Reserve Fund	500,000	
STM School Capital (from Free Cash)	275,000	
Capital Budget - Net	850,000	
Transfer to Stabilization Fund	250,000	
GASB 45 Appropriation	150,000	
FY'15 Snow & Ice Deficit	150,000	20,407,272
 <u>Operating Budgets:</u>		
School Budget: Local (-1.56%)	24,250,000	
Ch. 70 (0.00%)	6,665,593	30,915,593
UCCRVTS Budget (7.61%)		<u>1,967,542</u>
General Gov't. Budget (4.25%)		<u>15,345,157</u>
Total Estimated Expenses		72,935,796

ESTIMATED FY'16 BUDGET BALANCE **1,192**

FY'16 BUDGET TOTALS

NO.	DEPARTMENT	FY15 APPROP	FY16 SALARY	FY16 OPER	FY16 TOTAL	% CHANGE
114	Moderator	450	450	0	450	0.00%
123	Select./Manager	451,549	405,919	61,350	467,269	3.48%
	Personnel Expen.	252,254	252,375	0	252,375	0.05%
131	Finance Comm.	3,400	2,000	1,400	3,400	0.00%
135	Accounting	217,367	206,060	20,750	226,810	4.34%
141	Assessing	373,800	359,893	24,925	384,818	2.95%
145	Treasurer	190,328	213,832	-7,950	205,882	8.17%
146	Tax Collector	193,336	150,900	50,900	201,800	4.38%
147	Tax Title	25,000	0	35,000	35,000	40.00%
151	Legal	275,000	0	300,000	300,000	9.09%
152	Human Resour.	161,271	162,163	8,000	170,163	5.51%
161	Town Clerk	158,168	162,677	3,000	165,677	4.75%
162	Elect. & Regist.	77,250	8,500	52,250	60,750	-21.36%
171	Natural Resour.	245,608	243,576	19,600	263,176	7.15%
175	Plan. & Devel.	202,623	201,174	21,125	222,299	9.71%
190	Facilities Mgmt.	502,862	199,955	322,500	522,455	3.90%
195	Town Reports	11,000	0	11,000	11,000	0.00%
196	Bind Records	6,000	0	6,000	6,000	0.00%
197	Info. Technology	492,219	171,829	357,500	529,329	7.54%
	Total 100s	3,839,485	2,741,303	1,287,350	4,028,653	4.93%
210	Police Dept.	3,479,919	3,779,429	318,835	4,098,264	17.77%
220	Fire Dept.	3,264,912	3,674,410	-463,200	3,211,210	-1.64%
241	Inspections	257,631	249,212	16,105	265,317	2.98%
244	Sealer of W & M	200	0	200	200	0.00%
291	Emerg. Mgmt.	11,500	3,000	8,500	11,500	0.00%
294	Forest Warden	1,500	0	1,500	1,500	0.00%
297	Bourne Shellfish	4,000	0	4,000	4,000	0.00%
299	Greenhead Fly	2,000	0	2,000	2,000	0.00%
	Total 200s	7,021,662	7,706,051	-112,060	7,593,991	8.15%
300	School Dept.	31,358,436	31,358,436	0	30,915,593	-1.41%
313	UCCRVTS	1,828,435	1,965,568	0	1,965,568	7.50%
	Total 300s	33,186,871	33,324,004	0	32,881,161	-0.92%

(**Note:** School Dep't. amount **includes** Ch. 70 aid.)

NO.	DEPARTMENT	FY15 APPROP	FY16 SALARY	FY16 OPER	FY16 TOTAL	% CHANGE
410	DPW - Engineer.	184,212	178,945	9,800	188,745	2.46%
420	DPW	1,449,207	909,533	558,025	1,467,558	1.27%
421	Snow & Ice	250,013	12,523	237,491	250,014	0.00%
424	Streetlights	30,000	0	30,000	30,000	0.00%
435	DPW - Sanitation	250,058	416,611	-416,611	0	-100.00%
Total 400s		2,163,490	1,517,612	418,705	1,936,317	-10.50%
510	Health Dept.	177,515	177,205	10,125	187,330	5.53%
522	Nursing Dept.	132,121	116,042	29,700	145,742	10.31%
540	Social Services	21,200	0	35,000	35,000	65.09%
541	COA	198,448	207,269	10,500	217,769	9.74%
543	Veterans	44,006	0	45,500	45,500	3.39%
Total 500s		573,290	500,516	130,825	631,341	10.13%
610	Library	985,336	739,303	204,714	944,017	-4.19%
630	Recreation	108,320	139,412	16,375	155,787	43.82%
650	DPW - Parks	13,850	0	20,850	20,850	50.54%
671	Hoxie / Grist Mill	0	20,000	0	20,000	#DIV/0!
693	Memorial Day	1,200	0	1,200	1,200	0.00%
694	Historic District	13,000	1,500	11,500	13,000	0.00%
Total 600s		1,121,706	900,215	254,639	1,154,854	2.96%
GEN. GOVT. TOTAL (no School)		14,719,633	13,365,698	1,979,459	15,345,157	4.25%
Gen. Gov't. Budget @ 4.25% =			15,345,157	Adjustment Needed =	0	
GRAND TOTAL (incl. School)		47,906,504	46,689,702	1,979,459	48,226,318	0.67%

**FY'16 RECOMMENDED GENERAL GOVERNMENT BUDGET
Summary of Significant Budget Changes (+/- \$5,000)**

(Contracted & Estimated Wage Increases Included in Appropriate Operating Budgets)

<u>Acct.</u>	<u>Budget - Description</u>	<u>Change</u>
ALL	52.4 Weeks in Fiscal Year vs. Usual 52.2 Weeks	39,660
123	Manager - Net Personnel / Wage Adjustment; Meeting Expenses	7,621
147	Tax Title - Increase Due to Activity (Generates Revenue)	10,000
151	Legal - Contracted Professional Services	25,000
162	Elections & Registrations - Down Year in Normal Cycle	-16,500
190	Facilities Department - Town Hall Monitor Expenses	5,000
197	IT - Contracted Support Services	25,000
210	Police - More Realistically Fund Expenses	23,000
210	Police - (1) Detective	65,500
220	Fire - (4) EMS / Firefighters & OT (\$11,326 Above Original Est.)	279,326
210 & 220	Joint, Public Safety Civilian Dispatch (Net, Both Budgets)	99,714
435	Sanitation - Reduce Town Appropriation to Enterprise Fund	-250,058
522	PH Nurse - Increase Innoculation Purchases (Generates Revenue)	10,000
540	Social Services - Increase Grants; Add Local Funding Source	13,800
541	Council on Aging - Part-time Van Driver	12,500
610	Library - Reinstate Weston Memorial Fund Transfer; Actual vs. Est.	-12,500
630	Recreation - New Program Coordinator Position	41,600
650	DPW - Parks - Net Increase Tree Warden Expenses	7,000
671	Hoxie House / Grist Mill - Offset Decrease in Carryover Funds	20,000

TOWN OF SANDWICH
Capital Improvement Plan Summary
FY'11-FY'16

DRAFT # 4

	<u>Funding Source</u>	<u>FY'11</u>	<u>FY'12</u>	<u>FY'13</u>	<u>FY'14</u>	<u>FY'15</u>	<u>FY'16</u>	<u>FY'17</u>
<u>Capital Budget:</u>								
>\$10,000	Capital Plan	389,000	706,000	940,000	500,000	721,600	867,325	1,761,642
<\$10,000	Capital Plan	7,000	22,000	38,000	0	32,931	75,800	59,300
*Capital Reserve Fund	Capital Plan	<u>0</u>						
Capital Budget Expenses		396,000	728,000	978,000	500,000	754,531	943,125	1,820,942
						library HVAC	-94,500	
						net	848,625	
Capital Exclusion - Library HVAC				500,000	150,000			
Capital Exclusion - High School A Wing					650,000			
Capital Exclusion - High School Pool					980,000			
Capital Exclusion - DPW Roadwork						1,300,000	1,300,000??	

*Funds to be held for emergency/reserve purposes until released by CIPC and Town Manager.

TOWN OF SANDWICH - FY11-16 CAPITAL PLAN AND BUDGET - Over \$10K Requests

DRAFT # 4

FY'11 FY'12 FY'13 FY'14 FY'15 **FY'16** FY'17

Capital Requests >\$10,000

123 SELECTMEN/MANAGER

Canal Centennial & Sandwich's 375th Birthday
Re-Lifing Study of Henry T. Wing School

			\$75,000			
				\$75,000		

135 ACCOUNTANT

141 ASSESSING

Annex Copier Replacement (Add Lease \$ to Operating?)

Vehicle Replacement (New Ford Escape Small SUV 4x4)

		Lease				
				\$23,000	\$23,150	

145 TREASURER

146 TAX COLLECTOR

\$150,000

152 HUMAN RESOURCES

161 TOWN CLERK

Voting Machines

\$50,000						
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171 NATURAL RESOURCES

Floating Upweller System (shellfish aquaculture)

Vehicle Replacement - 1996 Chevy S-10 Pickup

Outboard & Steering Replacement - Patrol Boat

Vehicle Replacement - 1998 Dakota Pickup

Upgrade Electric Service at Oakcrest Cove

Beach Renourishment

Beach Renourishment (Funding from Beach Receipts Reserved Acct.)

John Deere Tractor - Replacement

Kubota RTV 900 - Replacement

Replace Equipment Trailer

Diamdomous Fish Counter - Upper Shawme Dam

Work Boat, Motor & Trailer Replacement

						\$20,000
	\$45,000					
	\$15,000					
						\$35,000
						\$37,000
				\$21,995		
				(\$21,995)		
					\$39,000	
						\$26,000
					\$23,000	
						\$15,000
						\$120,000

175 PLANNING & DEVELOPMENT

190 FACILITIES MANAGEMENT

Repairs to Town Buildings

AED's for Town facilities (30 w/ state bid disount & trade-ins)

Public Beach Capital Improvements

Public Beach Capital Improvements (Funding from Beach Receipt Reserved Acct)

Town Neck Restroom/Concession Bldg Feasibility Study

Replace '97 Pickup with 4x4 Pickup & Plow Attachment

	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000
					\$44,000	
				\$50,000		
				(\$50,000)		
					\$25,000	
		\$35,000				

197 DATA PROCESSING

Financial Software/Hardware

				\$104,600		
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210 & 220 JOINT PUBLIC SAFETY EFFORTS

TOWN OF SANDWICH - FY11-16 CAPITAL PLAN AND BUDGET - Over \$10K Requests

DRAFT # 4

FY'11 FY'12 FY'13 FY'14 FY'15 **FY'16 FY'17**

Capital Requests >\$10,000

Schematic Design & Cost Est. for Joint Public Safety Bldg.		\$125,000					
210 POLICE							
Replace fingerprint machine							\$100,000
Replace 4 mobile radios						\$20,000	
New telephone system (Police & Fire HQ's)						\$50,000	
Cell Block Upgrades (Security & Video Improvements)		\$26,000					
Tasers (Completes Purchase)			\$50,000				
8-Channel Control Station Combiner							\$17,000
Bathroom Renovations							
Office Furniture for Police Station							\$33,000
Radio Upgrade from 800 to Digital							
Vests					\$35,000		
Lethal/Less Lethal Equipment					\$12,000		
220 FIRE							
Defibrilator / Life Pak Replacements - All 4 Ambulances	\$120,000						
Upgrade Stretchers in All 3 Ambulances		\$20,000					
Replace 2006 Ambulance #458 (Amb. Fund \$?)		\$200,000					
Replace 2007 Ambulance #456 (Amb. Fund \$?)			\$250,000				
Replace Ambulance						\$265,000	
Replace Ambulance (Funding from Ambulance Fund)						(\$200,000)	
Breathing Air Compressor							\$28,000
Repair Driveways @ All Stations							\$68,500
SCBA Tanks (1/3 of stock each year)							\$48,000
Dive & Rescue Equipment							\$62,000
Vehicle Traffic Controls							\$30,000
241 INSPECTIONS							
Vehicle Replacement (New Ford Escape Small SUV 4x4)						\$23,150	
291 EMERGENCY MANAGEMENT							
410 ENGINEERING							
Replace '98 Ford Escort w/ 4WD Hybrid	\$34,000						
420 DPW-HIGHWAY							
Replace '98 Ford F150 Pickup Truck w/Plow		\$45,000					
Replace '99 Ford Dump Truck w/Plow		\$50,000					
Replace 2005 International Dump Truck w/Plow (\$150K/ea)					\$150,000	\$150,000	\$300,000
Replace 2003 chipper						\$50,000	

TOWN OF SANDWICH - FY11-16 CAPITAL PLAN AND BUDGET - Over \$10K Requests

DRAFT # 4

FY'11 FY'12 FY'13 FY'14 FY'15 **FY'16** FY'17

Capital Requests >\$10,000

Replace street sweeper Compressor					\$25,000		\$175,000
435 DPW-SANITATION							
Replace Packer Truck			\$180,000				
Replace '97 MSW Tractor					\$180,000		
1-Ton 6-Wheel Dump (Replaces '99 F-350 Dump)					\$75,000		
1-Ton 6-Wheel Dump Funding from Enterprise Fund					(\$75,000)		
Replace '97 MSW Tractor Funding from Enterprise Fund					(\$180,000)		
Replace Walls in Bulk Waste/Metal/CFC Area		\$45,000					
510 BOARD OF HEALTH							
Vehicle Replacement (New Ford Escape Small SUV 4x4)						\$23,150	
Completion of CWRMP							
522 PUBLIC HEALTH NURSE							
Vehicle Replacement (Shared With 541 Council on Aging)							
541 COUNCIL ON AGING							
Vehicle Replacement (New Ford Escape Small SUV 4x4)						\$23,150	
Vehicle Replacement (Funding from Donation Account)						(\$23,150)	
610 LIBRARY							
Public Restroom Renovations			\$20,000				
Replace HVAC System				\$150,000			
Elevator improvements						\$85,000	
Fire alarm system upgrade						\$11,875	
620 GOLF DEPARTMENT							
630 RECREATION							
Replace Sailboats			\$35,000				\$35,000
Vehicle Replacement (New Ford F-150 4x2)					\$22,000		
Vehicle Replacement (New Ford Passenger Van; 15 per.)						\$30,000	
Replace Sailing Rescue boat, motor, trailer						\$10,000	
Replace Oak Crest Cove tennis court lights (w/ LED's)							\$40,000
650 DPW-PARKS							
Replace '99 F-350 Dump Truck w/Plow			\$65,000				
Replace '99 F-350 1-Ton Dump Truck w/Plow (116K miles)						\$70,000	
Replace '05 F-350 1-Ton Dump Truck w/Plow (91K miles)							\$70,000

671 HOXIE/GRIST MILL

TOWN OF SANDWICH - FY11-16 CAPITAL PLAN AND BUDGET - Over \$10K Requests

DRAFT # 4

FY'11 FY'12 FY'13 FY'14 FY'15 **FY'16 FY'17**

Capital Requests >\$10,000

<i>General Government Subtotal</i>	\$204,000	\$696,000	\$760,000	\$350,000	\$721,600	\$867,325	\$1,384,500
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300 SCHOOL DEPARTMENT

All Schools:

1-Ton Dump / Rack Body Truck w/ Plow Equip.	\$45,000						
STEM Improvements at High School				\$150,000			
Financial Software Compatible w/Town (School, Acct., Training)	\$70,000		\$50,000				
Repave Parking Lots & Entry Ways to School Buildings	\$70,000						

Special Education:

(Placeholder)							
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High School:

Repair Tennis Courts							\$62,142
Upgrade SHS Locker Rooms			\$50,000				
Replace 6 Lollipop Exterior Light (\$5K each)							\$30,000
Fence on Drive & Fields							\$20,000
Restraining Gate for Rear Service Area							\$15,000
Resurface SHS Parking Lots							\$200,000

Oak Ridge / Forestdale / Wing:

All: Remove/Address Underground Storage Tanks		\$10,000	\$20,000				
All 3: Replace Bathroom Partitions			\$30,000				
All 3: Replace Carpet / Tile			\$20,000				\$20,000
Demolish HTW Tennis Courts, Fencing, Etc. (w/ DPW help)			\$10,000				
All 3: Repair & Replace Student Lockers							\$30,000

<i>School Subtotal</i>	\$185,000	\$10,000	\$180,000	\$150,000	\$0	\$0	\$377,142
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TOTAL > \$10,000 CAPITAL EXPENSES	\$389,000	\$706,000	\$940,000	\$500,000	\$721,600	\$867,325	\$1,761,642
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TOWN OF SANDWICH - FY11-16 CAPITAL PLAN AND BUDGET - Under \$10K Requests

DRAFT # 4	FY'11	FY'12	FY'13	FY'14	FY'15	FY'16	FY'17
<u>Capital Requests <\$10,000</u>							
123 SELECTMEN/MANAGER							
Restoration of Town Hall piano						\$10,000	
135 ACCOUNTANT							
141 ASSESSING							
145 TREASURER							
146 TAX COLLECTOR							
152 HUMAN RESOURCES							
161 TOWN CLERK							
171 NATURAL RESOURCES							
Regulatory Buoy Replacements - 2014 damage			\$6,500			\$3,000	
John Deere Tractor - Overhaul			\$4,500				
Shellfish Grow-out / Acquaculture Gear			\$3,000				\$6,000
Conservation Land Improvements & Maintenance						\$8,500	
DNR Equip Upgrade (mobile radios, 800 MHz & UHF)						\$9,900	
Bathroom Facility/Storage Bldg - Ryder-Wakeby Park							\$8,500
Fish Counting Equip - Lower Shawme Dam							\$6,000
175 PLANNING & DEVELOPMENT							
190 FACILITIES MANAGEMENT							
197 DATA PROCESSING							
210 POLICE							
Replace portable radio batteries						\$8,000	
Replace ATV						\$6,000	
Taser Purchases		\$9,000					
Radios & Link with Schools			\$8,500				
Radios					\$9,500		
220 FIRE							
241 INSPECTIONS							
291 EMERGENCY MANAGEMENT							
410 ENGINEER							
Boardwalk maintenance					\$9,900	\$9,900	
Boardwalk maintenance (Funding from Boardwalk Receipts Reserved Acct)					(\$969)		
420 DPW-HIGHWAY							
421 DPW-SNOW AND ICE							
435 DPW-SANITATION							
510 BOARD OF HEALTH							
522 PUBLIC HEALTH NURSE							

TOWN OF SANDWICH - FY11-16 CAPITAL PLAN AND BUDGET - Under \$10K Requests

DRAFT # 4

FY'11 FY'12 FY'13 FY'14 FY'15 **FY'16 FY'17**

Capital Requests <\$10,000

541 COUNCIL ON AGING

Replace Stackable Chairs @ HSB	\$7,000					
Replace Commercial Dishwasher						\$3,000
Replace Commercial Stove / Oven						\$3,000
Replace Commercial Two Door Refrigerator						\$2,000
Replace Commercial Freezer						\$2,000

610 LIBRARY

620 GOLF DEPARTMENT

630 RECREATION

Playground & Skate Park Maintenance		\$4,000	\$7,500		\$5,000	
Portable PA for Indoor & Outdoor Events		\$1,500				
Small Capital Improvements at Oakcrest Cove					\$9,500	
(1) Golf Cart						\$7,500
Concession Stand Equipment						\$5,000
Oak Crest Cove - Aluminum Picnic Tables (ADA)						\$5,000
Oak Crest Cove - tennis courts maintenance					\$8,800	
Oak Crest Cove - fix retaining walls					\$6,700	
Youth Furniture						\$3,000
Kayaks					\$5,000	

650 DPW-PARKS

Mower Replacement			\$8,000			
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<i>General Government Subtotal</i>	\$7,000	\$14,500	\$38,000	\$0	\$32,931	\$75,800	\$51,000
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300 SCHOOL DEPARTMENT

High School:

Oak Ridge / Forestdale / Wing:

HTW: Relocate Rt. 130 School Zone Signs		\$7,500				
OR: Repair Cafeteria Floor						\$5,000
FD: Repair Cafeteria Floor						\$3,300

<i>School Subtotal</i>	\$0	\$7,500	\$0	\$0	\$0	\$0	\$8,300
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TOTAL < \$10,000 CAPITAL EXPENSES	\$7,000	\$22,000	\$38,000	\$0	\$32,931	\$75,800	\$59,300
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Town of Sandwich
Special Town Meeting

WARRANT

Monday, February 9, 2015
7:00 p.m. – Sandwich High School



BOARD OF SELECTMEN

Ralph A. Vitacco, Chair
Frank Pannorfi, Vice-Chair
R. Patrick Ellis
Susan James
James W. Pierce

MODERATOR

Garry N. Blank

FINANCE COMMITTEE

Gene Parini, Chair
Linell M. Grundman, Vice-Chair
Michael Dwyer
Robert Guerin
Thomas R. Hickey
James Lehane
Richard Reilly
Mark Snyder
Matthew Terry

**February 9, 2015 – Special Town Meeting
Index of Warrant Articles**

1. Reappropriate School Capital Expenditure Exclusion Balances to Oak Ridge & Forestdale Improvements (p. 3)
2. Additional Capital Appropriation for Oak Ridge & Forestdale Improvements (p. 4)
3. Reauthorize CPA Funds for Beach Restoration Project (p. 4)
4. Petition Article: Beach Restoration Fund (p. 4)
5. Petition Article: Non-Binding Referendum on Town SSVL Land Sale (p. 5)
6. CPA Project: Grist Mill Wheel (p. 5)
7. Authorization to Bond for Marina Building Project (p. 5)
8. Transfer & Appropriate Funds for Unemployment Account (p. 6)
9. Establish Revolving Fund for Municipal Alternative Energy Payments & General Government Expenses (p. 6)
10. SHGC Enterprise Fund Transfer – Capital Funds (p. 6)
11. Transfer Care, Custody & Control of School Land at Sandwich High Property to Selectmen for General Municipal Purposes (p. 6)
12. School Department Cell Tower Lease Transfer and Appropriation of Funds (p. 7)
13. Fire Department Ambulance Fund Appropriation – (4) Chest Compression Systems (p. 7)
14. Zoning By-laws: Section 2410 – Use Abandonment (p. 7)
15. Zoning By-laws: Section 4126 – Exterior Storage (p. 7)
16. Zoning By-laws: Section 8000 – Medical Marijuana (p. 8)
17. Zoning By-laws: Definitions (p. 14)
18. Town Bylaws: Section 2.01 – Capital Improvement Planning Committee (p. 15)
19. Establish Revolving Fund for Sale of Sandwich: A Cape Cod Town (p. 15)
20. CPA Project: Printing Sandwich: A Cape Cod Town (p. 15)
21. CPA Project: Civil War Memorial Plaque (p. 16)
22. CPA Project: Rescind Forestdale Village Affordable Housing Appropriation (p. 16)

Reference Material & Volunteer Application Form:

1. A Glossary of Commonly Used Terms (p. 18)
2. Table of Basic Points of Motion (p. 21)
3. Town of Sandwich Talent Bank Application (p. 22)

NOTE: Petition articles have been printed as submitted and may contain typographic and other errors.

**TOWN OF SANDWICH
2015 SPECIAL TOWN MEETING
February 9, 2015**

Warrant

Barnstable, ss.

To the Constables of the Town of Sandwich, in the County of Barnstable,

GREETINGS:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of the Town of Sandwich qualified to vote in elections and Town affairs to meet at the Sandwich High School, 365 Quaker Meetinghouse Road, in said Sandwich on

Monday, February 9, 2015, at 7:00 p.m.,

then and there to act on the following articles.

ARTICLE 1

To see if the Town will vote to transfer and appropriate the sum of \$140,549.22.00, or any other amount, for the purpose of constructing improvements and remodeling, constructing, reconstructing and making extraordinary repairs to the Oak Ridge School and Forestdale School and for capital improvements associated with moving all Pre-Kindergarten through 6th grades to the schools, including design, site improvements, equipment, furnishings and costs incidental thereto; said funds to be transferred from the following School Department capital project balances; and further to authorize the School Committee to enter into any and all contracts necessary to carry out such project; or take any action relative thereto.

<u>Project</u>	<u>Amount</u>	<u>Town Meeting, Article</u>
Building Repairs & Improvements	73,869.60	5/6/13, Article 5
High School A-Wing & STEM Improvements	54,046.94	11/18/13, Article 1
Wing School Safety Zone Signage	4,901.95	5/2/11, Article 3
Computer Software	4,110.00	5/7/12, Article 5
Oak Ridge School Windows	2,317.42	5/1/06, Article 4
SHS Field Maintenance & Improvements	500.09	5/3/10, Article 5
Flooring Improvements	371.63	5/7/12, Article 5
Bathroom Partitions	222.59	5/7/12, Article 5
Wing School Building Study	<u>209.00</u>	5/3/10, Article 4
Total	140,549.22	

Recommended by the Board of Selectmen and Capital Improvement Planning Committee. Not Recommended by the Finance Committee.

ARTICLE 2

To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$275,000.00, or any other amount, for the purpose of constructing improvements and remodeling, constructing, reconstructing and making extraordinary repairs to the Oak Ridge School and Forestdale School and for capital improvements associated with moving all Pre-Kindergarten through 6th grades to the schools, including design, site improvements, equipment, furnishings and costs incidental thereto, and further to authorize the School Committee to enter into any and all contracts necessary to carry out such project, or take any action relative thereto.

Recommended by the Board of Selectmen, Finance Committee, and Capital Improvement Planning Committee.

ARTICLE 3

To see if the Town will vote to amend the purpose for which \$1,000,000.00 in Community Preservation Act open space and recreation program funds were appropriated by the May 5, 2014 Annual Town Meeting under Article 15 for securing professional services to design, permit, and construct a beach renourishment, restoration and resiliency project on Town Neck Beach by removing the restriction limiting the expenditure of funds until the Town has received notification that it has received a grant from the National Fish and Wildlife Foundation – Hurricane Sandy Coastal Resiliency Competitive Grants program, with all other provisions of the May 5, 2014 vote remaining in effect, or take any action relative thereto.

Recommended by the Board of Selectmen, Finance Committee, and Community Preservation Committee.

ARTICLE 4

To see if the Town will vote to authorize the Board of Selectmen to petition the Massachusetts General Court for special legislation, as set forth below, creating a Beach Restoration Fund, into which shall be deposited a portion of the revenue received from the collection of local sales tax upon restaurant meals; provided, however, that the General Court may make clerical or editorial changes of form only to the Bill, unless the Board of Selectmen approve amendments to the Bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition;

AN ACT ESTABLISHING A BEACH RESTORATION FUND IN THE TOWN OF SANDWICH

Be it enacted by the Senate and House of Representatives in the General Court assembled, and by the authority of the same as follows:

SECTION 1: Notwithstanding the provisions of section 53 of chapter 44 of the General Laws or section 2 of chapter 64L of the General Laws or of any general or special law to

the contrary, the town of Sandwich may establish in the town treasury a separate special revenue account to be known as the Beach Restoration Fund and may appropriate at an annual or special town meeting monies in the fund to nourish beaches within the town of Sandwich. Commencing on July 1, 2016, fifty percent of the amounts received by the Town annually pursuant to section 2 of Chapter 64L of the General Laws from the local sales tax imposed upon the sale of restaurant meals in the town of Sandwich shall be deposited into the fund. Interest earned shall remain with and become part of the fund.

SECTION 2: This act shall take effect upon its passage, or take any action relative thereto.

(Submitted by Petition)

Not Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 5

To see if the Town will vote to request the Board of Selectmen to place on the next Annual Town Meeting Ballot, a non-binding question, asking the citizens of Sandwich to approve or disapprove any contract or sale of the property commonly known as the "Golden Triangle", or take any action relative thereto.

(Submitted by Petition)

Not Recommended by the Board of Selectmen.

ARTICLE 6

To see if the Town will vote to transfer and appropriate under the Community Preservation Act historic resources program the sum of \$60,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of constructing improvements and remodeling, constructing, reconstructing and making extraordinary repairs to preserve, restore, and protect the Dexter Grist Mill; that to meet this appropriation the Town transfer from the Community Preservation Fund a sum of money for this purpose; or take any other action relative thereto.

Recommended by the Board of Selectmen, Finance Committee, and Community Preservation Committee.

ARTICLE 7

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purpose of constructing improvements and remodeling, constructing, reconstructing and making extraordinary repairs to the East Boat Basin Sandwich Marina Office Building, Garage, and Year-round Restroom Facility located at 12 Freezer Road including design, site improvements, equipment, furnishings and costs incidental thereto and to authorize the Treasurer, with the approval of the Board of Selectmen, to issue any bonds or notes that may be necessary for such purpose pursuant to M.G.L. c.44, §7(3), or any other general or special law; and further to authorize the Board of Selectmen to enter into any and all contracts necessary to carry out such project; or take any action relative thereto.

Recommended by the Board of Selectmen, Finance Committee, and Capital Improvement Planning Committee that \$2,500,000 be appropriated for said purpose.

ARTICLE 8

To see if the Town will vote to transfer the sum of \$100,000.00, or any other amount, from the FY'15 Group Health Insurance Account, and appropriate a sum of money, to be expended under the direction of the Board of Selectmen, for the purpose of reducing a projected FY'15 deficit in the Unemployment Account, or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 9

To see if the Town will vote in accordance with M.G.L. c.44, §53E1/2 to establish a revolving fund in which to place revenues collected from any alternative energy payments made to the Town, to be expended under the direction of the Board of Selectmen for the purpose of paying any general government utility expenses, and to establish a limit on the total amount that may be expended from the fund in FY'15, or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 10

To see if the Town will vote in accordance with the provisions of M.G.L. c.44, §53F½ to raise and appropriate or transfer from available funds a sum of \$60,000.00, or any other amount, from the Golf Enterprise Fund to be expended under the direction of the Board of Selectmen, for the purpose of completing extraordinary repairs and improvements to the Sandwich Hollows Golf Club clubhouse and golf course and for replacing maintenance and capital equipment for Sandwich Hollows Golf Club operations, or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 11

To see if the Town will vote to transfer the care, custody, control, and management of land shown on a plan entitled "Site Plan – Substation at Sandwich High School" as prepared by Kaestle Boos Associates, Inc. and dated January 21, 2015, said land consisting of approximately 0.7 acres located at the Sandwich High School property, Assessors Map 34, Lot 2, from the School Committee for educational purposes to the Board of Selectmen for general municipal purposes, including the construction of a public safety facility, or take any action relative thereto.

Recommended by the Board of Selectmen.

ARTICLE 12

To see if the Town will vote to transfer and appropriate the sum of \$88,642.84, or any other amount, to be expended under the direction of the School Committee, from the Sandwich High School cellular tower lease receipt reserved for appropriation account, for the purpose of the maintenance and improvement of exterior athletic fields and facilities at Sandwich High School, or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 13

To see if the Town will to vote to transfer and appropriate a sum of \$60,000.00, or any other amount, from the Ambulance Fund Receipts Reserved for Appropriation Account, to be expended under the direction of the Board of Selectmen, for the purpose of purchasing four chest compression systems and related equipment, or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 14

To see if the Town will vote to amend the Sandwich Protective Zoning By-laws, Section 2410, Abandonment, by deleting Section 2410 in its entirety and replacing it with the following, thereby increasing the allowed period of abandonment from two years to five years, or take any action relative thereto.

2410. Abandonment. A non-conforming use of a building or land, which has been abandoned for a period of five (5) years, shall not thereafter be returned to such non-conforming use. A non-conforming use shall be considered abandoned when the premises has been vacant for five years, or when the characteristic equipment and/or furnishings of the non-conforming use have been removed from the premises and have not been replaced by similar equipment, whichever shall occur first.

No Recommendation Required.

ARTICLE 15

To see if the Town will vote to amend the Sandwich Protective Zoning By-laws, Article IV, Special Regulations, by adding a new Section 4126, Exterior Storage, to read as follows, or take any action relative thereto.

4126. Exterior storage units may temporarily (no longer than six months) be positioned on a property only after notification to the Building Inspector of its date of delivery and its date of proposed removal.

No Recommendation Required.

ARTICLE 16

To see if the Town will vote to amend the Sandwich Protective Zoning By-laws by inserting a new Article VIII, Medical Marijuana Overlay District (MMOD), to read as follows, or take any action relative thereto.

ARTICLE VIII – MEDICAL MARIJUANA OVERLAY DISTRICT (MMOD)

8000 Medical Marijuana Overlay District

8001 Purpose

The purpose of this Section is to provide for the placement of a Registered Marijuana Dispensary (RMD) in accordance with the Humanitarian Medical Use of Marijuana at G.L. c 94C, App. S1-1 et seq., in a location suitable for a lawful medical marijuana facility and to minimize adverse impacts of a RMD on adjacent properties, residential neighborhoods, and locations where minors congregate by regulating the siting, design, placement, security and removal of a RMD.

Where not expressly defined in the Zoning Bylaw, terms herein shall be interpreted as defined in the Humanitarian Medical Use of Marijuana Act G.L. c 94C, App. S 1-1, et seq. and the Department of Public Health (DPH) Regulations promulgated thereunder, 105CMR 725, et seq., and otherwise by their plain language.

8002 Overlay District

The Medical Marijuana Overlay District (MMOD) is hereby established as an overlay district. The boundaries of the MMOD are shown on the Zoning Map on file with the Town Clerk. If the provisions of the MMOD are silent on a zoning regulation, the requirements of the underlying district shall apply. If the provisions of the MMOD conflict with the requirements of the underlying district, the requirements of the MMOD shall control. Land within the MMOD may be used for either:

1. A Registered Marijuana Dispensary (RMD) in which case the requirements set forth in this Section shall apply; or
2. A use allowed in the underlying district in which case the requirements of the underlying district shall apply.

8003 Location

1. The MMOD overlay is located in the B-2 medical campus area along Route 130 in Sandwich between the Massachusetts Military Reservation, the Route 6 Mid-Cape Highway and the Sandwich Industrial Park as shown on the zoning map on file with the Town Clerk. This location is suitable because it is highly visible with direct access to state highways and byways, easy access for public and emergency services, and relatively central location within the community. The overlay district also share proximity with other medical uses within this campus area.

2. A RMD shall not be located within 500 feet of any of the following facilities that are in existence at the time of permit application:

- a. School, including a public or private elementary, vocational or secondary school or a public or private college, junior college or university;
- b. Child Care Center as defined in MGL Chapter 15D Section 1A;
- c. Public park; or
- d. Any facility where the primary purpose is to serve persons under age 18 who commonly congregate to participate in scheduled and structured activities other than medical uses.

3. Measurement of distance for the purpose of this bylaw shall be measured from property line to property line. The Zoning Board of Appeals may waive this distance requirement by a supermajority vote as part of the issuance of a Special Permit in any of the following instances:

- a. Renewal of a Special Permit for an existing RMD; or
- b. New application (change of applicant) for an existing RMD; or
- c. If the applicant demonstrates that a RMD would otherwise be effectively prohibited within the Town; or
- d. The applicant demonstrates that the RMD will employ adequate security measures to prevent diversion of medical marijuana to minors who are not qualifying patients pursuant to 105 CMR 725.004.

8004 Eligibility

1. Only one RMD shall be permitted within the Town. As defined in Section 10.2 a RMD can either dispense, prepare, cultivate or any combination thereof. Therefore, any facility with one or a combination of these activities constitutes a RMD.

2. Only an applicant holding a valid Provisional Certificate of Registration from the Department of Public Health is eligible to apply for a Special Permit under this Section.

8005 Administration and Procedure

1. One RMD shall be permitted in the MMOD pursuant to a Special Permit. The Zoning Board of Appeals shall be the Special Permit Granting Authority (SPGA) for a RMD Special Permit. In addition to the RMD Special Permit, applicants are urged to attend a voluntary town staff Site Plan Review.

2. The Zoning Board of Appeals shall notify and refer copies of RMD applications to the appropriate Town officials, such as Police Department, Fire Department, Building

Commissioner, Town Engineer, Highway Superintendent, Health Department, Water Department, and Council on Aging, who have expertise or responsibilities relating to the application or serve constituencies likely to use a RMD. These reviewers may examine the application and submit written comments to the Zoning Board of Appeals. Failure to submit written comments by the designated deadline shall be construed as a lack of opposition to the proposal.

3. Applicants for a RMD Special Permit shall follow the application requirements on forms provided by the Zoning Board of Appeals or their designee.

a. An applicant for a Special Permit to operate a RMD under this bylaw shall submit the following to the Zoning Board of Appeals for its review:

- 1) A copy of its Provisional Certificate of Registration from the Massachusetts Department of Public Health (DPH);
- 2) A copy of any waivers of DPH regulations issued to the RMD;
- 3) A full description of all security measures including employee security policies approved by the DPH;
- 4) A copy of the emergency procedures approved by the DPH;
- 5) A copy of the policies and procedures for patient or personal caregiver home delivery approved by DPH;
- 6) A copy of the policies and procedures for the transfer, acquisition or sale of marijuana between RMDs as approved by the DPH; and
- 7) A security contingency plan to address emergency situations and conditions presented by emergencies such as extended power outage and natural disasters.

b. The site plan shall clearly delineate various areas of the RMD (both indoors and outdoors) including but not limited to as public access areas, employee-only access areas, storage, cultivation, preparation, waste disposal, administrative, transportation and loading as well as parking areas. Site plans and/or application narrative shall contain sufficient information so that the Zoning Board of Appeals can evaluate the following design and operational standards.

4. Design Standards. The facility shall meet the following minimum requirements:

a. All activities related to the RMD with regard to processing, cultivation, or storage of marijuana shall be conducted indoors. No materials, plants or byproducts shall be visible from outside of the premises/building. With the exception of loading areas, no operations shall be visible to the public;

- b. The facility may include waiting areas for patients and caretakers and areas where patients and caregivers receive instruction about use of the product and other activities directly related to administration of services. There shall not be any facilities for use by the general public such as public reception areas, public restrooms or public lounge or seating areas;
- c. All shipping and receiving areas shall exclusively serve the RMD. In the case of a multi-use or multi-tenant site, the RMD shall be laid out and designed to ensure separation from other uses or tenants at the site;
- d. The facility shall have adequate water supply, stormwater systems, sewage disposal, and surface and subsurface drainage;
- e. Adequate lighting, including night lighting that provides for monitoring of building and site security;
- f. Signage is limited to that which is permitted under 105 CMR 725.100 (L) and shall comply with the Town of Sandwich Sign Bylaw.

5. Security and Operational Standards

- a. The Zoning Board of Appeals shall request review and comment from the Chief of Police or designee. Failure to submit written comments by a designated deadline set by the Zoning Board of Appeals shall be construed as a lack of opposition to the proposal. The Chief of Police or designee may recommend reasonable security conditions to the Board;
- b. The applicant under this Section shall provide and keep up to date contact information as required by the Chief of Police and Building Commissioner such as name, telephone number and electronic mail address of a contact person who must be available 24 hours a day.
- c. Security Design Requirements. At a minimum, the security features used to protect the site shall fully comply with 105 CMR 725 and, in addition, must have the following capabilities:
 - 1) A security camera system that monitors all entrances and exits for vehicles and persons as well as all areas where marijuana is received, stored, processed, sent or otherwise handled;
 - 2) The security camera system shall have a minimum 180 day storage capacity;
 - 3) Access and egress to all entrances and exits for vehicles and persons into areas where marijuana is received, stored, processed, sent or

otherwise handled shall be controlled by an electronic access security system that records the ingress and egress of vehicles and persons;

4) All personnel shall have a security identity card that includes a front facial picture of the employee. The identity card shall also serve as the electronic access card for entrance into all restricted areas. The date and time of all access and egress into such areas shall be digitally recorded. Identification cards shall be worn at all times when personnel are in the RMD facility and must be plainly visible and not concealed;

5) All security alarm systems for the RMD shall be monitored by central station alarm. The Sandwich Police Department shall be immediately notified of the receipt of any alarm by the central station monitor; and

6) The applicant shall immediately notify the Sandwich Police Department of any breakdown or malfunction of any part of the security system. This notification shall include at a minimum the following:

- Date and time of malfunction;
- Nature of malfunction;
- Any loss or attempted loss of product as a result of the malfunction;
- The compensatory measures in place to address the discontinuity of the security system; and
- Estimated date and time of restoration of the security measures.

6. Enforcement

a. Failure to comply with any of the provisions of the security measures in this Section shall be reported to the Building Commissioner for review. The applicant's unwillingness or inability to make timely repairs to the security systems may result in the issuance of a Cease and Desist order until such repairs have been completed and approved by appropriate town officials.

8006 Special Permit Approval Criteria and Conditions

1. The Zoning Board of Appeals may impose reasonable conditions to improve site design, traffic flow, public safety, water quality, air quality, protection of significant environmental resources and the preservation of community character of the surrounding area including but not limited to the following:

- a. Minimize the impacts of increased noise and traffic;
- b. Impose security precautions related to the high value of products and cash transactions;
- c. Deter unauthorized or ineligible customers at the RMD;

- d. Impose measures to prevent diversion of marijuana; and
- e. Conditions related to the design and construction of the facility to improve safety, security and conformance with community character.

2. Zoning Board of Appeals shall address the following general conditions in each special permit issued under this Section:

- a. Hours of operation, including dispatch for home delivery;
- b. The reporting of any incidents to the Building Commissioner and Zoning Board of Appeals as required under the requirements of 105CMR 725.110(f) within 24 hours of occurrence. Such reports may be redacted as necessary to comply with any applicable state or federal laws and regulations.
- c. The reporting of any summary cease and desist order, quarantine order, summary suspension order, limiting sales order, notice of hearing or final action by DPH or the Division of Administrative Law Appeals as applicable regarding the RMD to the Building Commissioner and the Zoning Board of Appeals within 48 hours of their receipt.

3. A Special Permit may be issued to any applicant who, in the determination of the Zoning Board of Appeals, has met the requirements of this Section; as well as the criteria in Sections 1330 and 1340.

4. The issuance of a special permit under this Section shall also be subject to the following:

- a. The special permit shall expire within five (5) years of the date of issue. If the applicant wishes to renew the special permit, an application to renew must be submitted at least 120 days prior to the expiration of the Special Permit;
- b. Special permits shall be limited to the current applicant and shall expire on the date the Special Permit holder ceases operation of the RMD;
- c. Special permits shall lapse upon the expiration or termination of an applicant's registration by DPH;
- d. The holder of a special permit for an RMD facility shall notify the Building Inspector and the Zoning Board of Appeals in writing within 48 hours of the cessation of operation of the RMD or the expiration or termination of the permit holder's registration with DPH; and
- e. Any failure to fully comply with any conditions of the special permit, this or any bylaws of the Town of Sandwich, or the laws or regulations of the

Commonwealth of Massachusetts, may result in the suspension or revocation of the special permit by the Zoning Board of Appeals.

8007 Prohibition Against Nuisances

No use shall be allowed in the MMOD which creates a nuisance to abutters or to the surrounding area, or which creates any hazard, including but not limited to fire, explosion, fumes, gas, smoke, odors, obnoxious dust, vapors, offensive noise or vibration, flashes, glare, objectionable effluent or electrical interference, which may impair the normal use and peaceful enjoyment of any property, structure or dwelling in that area.

8008 Severability

The provisions of the Bylaw are severable. The invalidity of any Section or provision of this Zoning Bylaw shall not invalidate any other Section or provision hereof.

No Recommendation Required.

ARTICLE 17

To see if the Town will vote to amend the Sandwich Protective Zoning By-laws, Definitions, by deleting the current definitions of "Height" and "Yard" and replacing them with the following definitions, and by inserting a new definition of "Storage, Exterior", or take any action relative thereto.

HEIGHT – The vertical distance from the mean existing grade at the front line of the building to the highest point of the roof for flat or shed roofs, to the deck line for mansard roofs and to the ridge for gable, hip and gambrel roofs; except for those buildings that are required to be placed on elevated foundations adjacent to the shoreline and/or within those areas designated by FEMA to be part of any A or V Zone, where the vertical distance would be measured from the top of the elevated foundation to the highest point of the roof for flat or shed roofs, to the deck line for mansard roofs and to the ridge for gable, hip and gambrel roofs. Not included are spires, cupolas, TV antennae and other parts of structures, which do not enclose potentially habitable floor space.

YARD – A required open space, unobstructed with structures other than fences or other customary yard accessories.

STORAGE, EXTERIOR – Temporary (no longer than six months) exterior storage units located outside a building including but not limited to "pods", trailers, containers and the like which may house merchandise, furniture and more.

No Recommendation Required.

ARTICLE 18

To see if the Town will vote to amend Section 2.01 of the Town Bylaws, Capital Improvement Planning Committee, by deleting the language in Part 2 highlighted below with a strikethrough and adding the language highlighted with an underline, or take any action relative thereto.

Part 2: The Committee shall define and study all proposed capital projects and improvements involving major non-recurring tangible assets and projects. All officers, boards and committees, including the Selectmen and the School Committee, shall give to the Committee on forms prepared by it the information needed to prepare a Capital Budget for Town Meeting. The Committee shall consider the relative need, impact, timing, cost and funding methodology of these capital expenditures and the effect each will have on the financial position of the Town. ~~No appropriation shall be voted for a capital improvement requested by a department, board or commission unless the proposed capital improvement is considered in the Committee's report, or the Committee shall first have submitted and may make a report to the Finance Committee and Board of Selectmen explaining the omission.~~

Recommended by the Board of Selectmen and Capital Improvement Planning Committee.

ARTICLE 19

To see if the Town will vote in accordance with M.G.L. c.44, §53E1/2 to establish a revolving fund in which to place revenues collected from any payments made to the Town from purchasing the Town's written history, Sandwich: A Cape Cod Town, to be expended under the direction of the Board of Selectmen for the purpose of paying for any future publication of the Town's history, and to establish a limit on the total amount that may be expended from the fund in FY'15, or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 20

To see if the Town will vote to transfer and appropriate under the Community Preservation Act historic resources program the sum of \$15,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of preserving, restoring, and protecting the Town's written history, Sandwich: A Cape Cod Town, by updating and publishing the document in both print and electronic forms; that to meet this appropriation the Town transfer from the Community Preservation Fund a sum of money for this purpose; or take any other action relative thereto.

Recommended by the Board of Selectmen, Finance Committee, and Community Preservation Committee.

ARTICLE 21

To see if the Town will vote to transfer and appropriate under the Community Preservation Act historic resources program the sum of \$7,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of commemorating the Town's participation in the Civil War through the manufacture and display of a Civil War Memorial Plaque at Town Hall; that to meet this appropriation the Town transfer from the Community Preservation Fund a sum of money for this purpose; or take any other action relative thereto.

Recommended by the Board of Selectmen, Finance Committee, and Community Preservation Committee.

ARTICLE 22

To see if the Town will vote to rescind the vote of the May 2, 2011 Annual Town Meeting under Article 19 appropriating \$450,000.00 from the Community Preservation Act affordable housing program for the purpose of supporting the Forestdale Village affordable housing project owned by Forestdale Village, LLC, or take any other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

FEBRUARY 9, 2015 SPECIAL TOWN MEETING MOTIONS

ARTICLE 1

Move that the Town transfer and appropriate \$140,549.22 for the purpose of constructing improvements and remodeling, constructing, reconstructing and making extraordinary repairs to the Oak Ridge School and Forestdale School and for capital improvements associated with moving all Pre-Kindergarten through 6th grades to the schools, including design, site improvements, equipment, furnishings and costs incidental thereto with said funds being transferred from the School Department capital project balances as printed in the warrant under Article 1.

ARTICLE 2

Move that the Town transfer and appropriate \$275,000 from Free Cash for the purpose of constructing improvements and remodeling, constructing, reconstructing and making extraordinary repairs to the Oak Ridge School and Forestdale School and for capital improvements associated with moving all Pre-Kindergarten through 6th grades to the schools, including design, site improvements, equipment, furnishings and costs incidental thereto.

ARTICLE 3

Move that the Town amend the purpose for which \$1,000,000 in Community Preservation Act open space and recreation program funds were appropriated by the May 5, 2014 Annual Town Meeting under Article 15 for securing professional services to design, permit, and construct a beach renourishment, restoration and resiliency project on Town Neck Beach by removing the restriction limiting the expenditure of funds until the Town has received notification that it has received a grant from the National Fish and Wildlife Foundation – Hurricane Sandy Coastal Resiliency Competitive Grants program, with all other provisions of the May 5, 2014 vote remaining in effect.

(2/3 Vote Required)

ARTICLE 4

Move that the Town authorize the Board of Selectmen to petition the Massachusetts General Court for special legislation creating a Beach Restoration Fund, into which shall be deposited a portion of the revenue received from the collection of local sales tax upon restaurant meals; provided that the General Court may make clerical or editorial changes of form only to the Bill, unless the Board of Selectmen approve amendments to the Bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition, as printed in the warrant under Article 4.

ARTICLE 5

Move that the Town will vote to request the Board of Selectmen to place on the next Annual Town Meeting Ballot, a non-binding question, asking the citizens of Sandwich to approve or disapprove any contract or sale of the property commonly known as the "Golden Triangle".

ARTICLE 6

Move that the Town transfer and appropriate \$60,000 from the Community Preservation Act historic resources program reserve for the purpose of constructing improvements and remodeling, constructing, reconstructing and making extraordinary repairs to preserve, restore, and protect the Dexter Grist Mill as printed in the warrant under Article 6.

ARTICLE 7

Move that the Town appropriate \$2,500,000 for the purpose of constructing improvements and remodeling, constructing, reconstructing and making extraordinary repairs to the East Boat Basin Sandwich Marina Office Building, Garage, and Year-round Restroom Facility located at 12 Freezer Road including design, site improvements, equipment, furnishings and costs incidental thereto, that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow \$2,500,000 and to issue any bonds or notes that may be necessary for such purpose pursuant to M.G.L. c.44, §7(3), or any other enabling authority; and authorize the Board of Selectmen to enter into any and all contracts necessary to carry out such project.

(2/3 Vote Required)

ARTICLE 8

Move that the Town transfer and appropriate \$100,000 from the FY'15 Group Health Insurance Account to the FY'15 Unemployment Account for the purpose of reducing a projected FY'15 deficit in the Unemployment Account.

ARTICLE 9

Move that the Town vote in accordance with M.G.L. c.44, §53E1/2 to establish a revolving fund in which to place revenues collected from any alternative energy payments made to the Town, to be expended under the direction of the Board of Selectmen for the purpose of paying any general government utility expenses, and to establish a limit of \$_____ on the total amount that may be expended from the fund in FY'15.

ARTICLE 10

Move that the Town transfer and appropriate \$60,000 from the Golf Enterprise Fund reserve in accordance with the provisions of M.G.L. c.44, §53F½ for the purpose of completing extraordinary repairs and improvements to the Sandwich Hollows Golf Club clubhouse and golf course and for replacing maintenance and capital equipment for Sandwich Hollows Golf Club operations.

ARTICLE 11

Move that the Town transfer the care, custody, control, and management of land shown on a plan entitled "Site Plan – Substation at Sandwich High School" as prepared by Kaestle Boos Associates, Inc. and dated January 21, 2015, said land consisting of approximately 0.7 acres located at the Sandwich High School property, Assessors Map 34, Lot 2, from the School Committee for educational purposes to the Board of Selectmen for general municipal purposes, including the construction of a public safety facility.

(2/3 Vote Required)

ARTICLE 12

Move that the Town transfer and appropriate \$88,642.84 from the Sandwich High School cellular tower lease receipt reserved for appropriation account, for the purpose of the maintenance and improvement of exterior athletic fields and facilities at Sandwich High School.

ARTICLE 13

Move that the Town transfer and appropriate \$60,000 from the Ambulance Fund Receipts Reserved for Appropriation Account for the purpose of purchasing four chest compression systems and related equipment.

ARTICLE 14

Move that the Town amend the Sandwich Protective Zoning By-laws, Section 2410, Abandonment, by deleting Section 2410 in its entirety and replacing it as printed in the warrant under Article 14, thereby increasing the allowed period of abandonment from two years to five years.

(2/3 Vote Required)

ARTICLE 15

Move that the Town amend the Sandwich Protective Zoning By-laws, Article IV, Special Regulations, by adding a new Section 4126, Exterior Storage, to read as printed in the warrant under Article 15.

(2/3 Vote Required)

ARTICLE 16

Move that Town amend the Sandwich Protective Zoning By-laws by inserting a new Article VIII, Medical Marijuana Overlay District (MMOD), as printed in the warrant under Article 16.

(2/3 Vote Required)

ARTICLE 17

Move that the Town amend the Sandwich Protective Zoning By-laws, Definitions, by deleting the current definitions of “Height” and “Yard” and replacing them with the definitions printed in the warrant under Article 17, and by inserting a new definition of “Storage, Exterior” as printed in the warrant under Article 17.

(2/3 Vote Required)

ARTICLE 18

Move that the Town amend Section 2.01 of the Town Bylaws, Capital Improvement Planning Committee, by adopting the new language for Part 2 as printed in the warrant under Article 18.

ARTICLE 19

Move that the Town vote in accordance with M.G.L. c.44, §53E1/2 to establish a revolving fund in which to place revenues collected from any payments made to the Town from purchasing the Town’s written history, Sandwich: A Cape Cod Town, to be expended under the direction of the Board of Selectmen for the purpose of paying for any future publication of the Town’s history, and to establish a limit of \$1,000 on the total amount that may be expended from the fund in FY’15.

ARTICLE 20

Move that the Town transfer and appropriate \$15,000 from the Community Preservation Act historic resources program reserve for the purpose of preserving, restoring, and protecting the Town’s written history, Sandwich: A Cape Cod Town, by updating and publishing the document in both print and electronic forms.

ARTICLE 21

Move that the Town transfer and appropriate \$7,000 from the Community Preservation Act historic resources program reserve for the purpose of commemorating the Town’s participation in the Civil War through the manufacture and display of a Civil War Memorial Plaque at Town Hall.

ARTICLE 22

Move that the Town rescind the vote of the May 2, 2011 Annual Town Meeting under Article 19 appropriating \$450,000 from the Community Preservation Act affordable housing program for the purpose of supporting the Forestdale Village affordable housing project owned by Forestdale Village, LLC.

Sandwich Public Safety Planning

Outreach Presentation

February 9, 2015

Lessons Learned

- Concerns from the Public:
 - Cost of the project (\$30M)
 - Loss of service to downtown area with 2-station plan
 - Feeling that Town leaders were not listening to residents/taxpayers
 - Wanted an alternative “plan B”

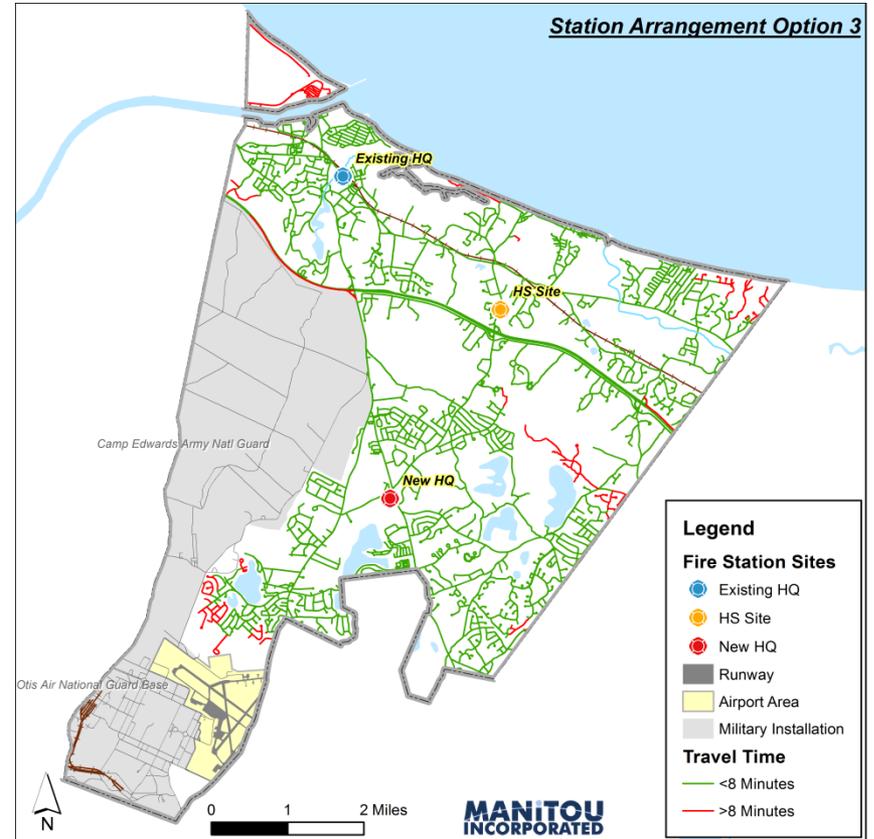
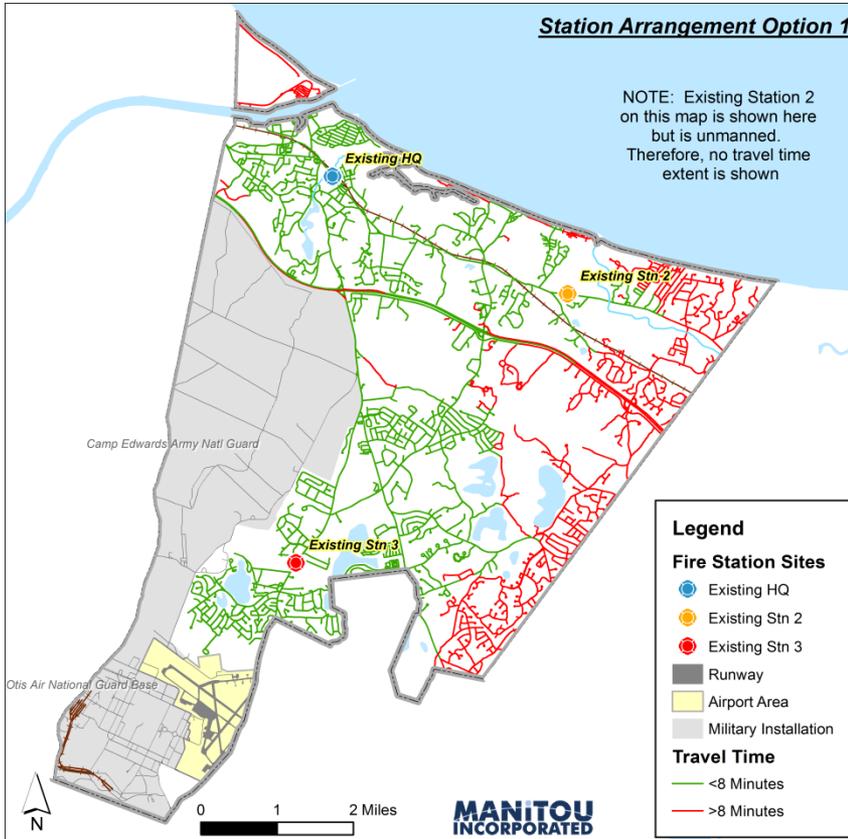
What We've Done Since May '13

- Listened to resident/taxpayer input
- Gone 'back to the drawing board'
- Multiple public, televised presentations & workshops with Board of Selectmen
- Received unanimous direction from the Board to staff a 3-station solution
- Problems of current station locations & level of service have not gone away

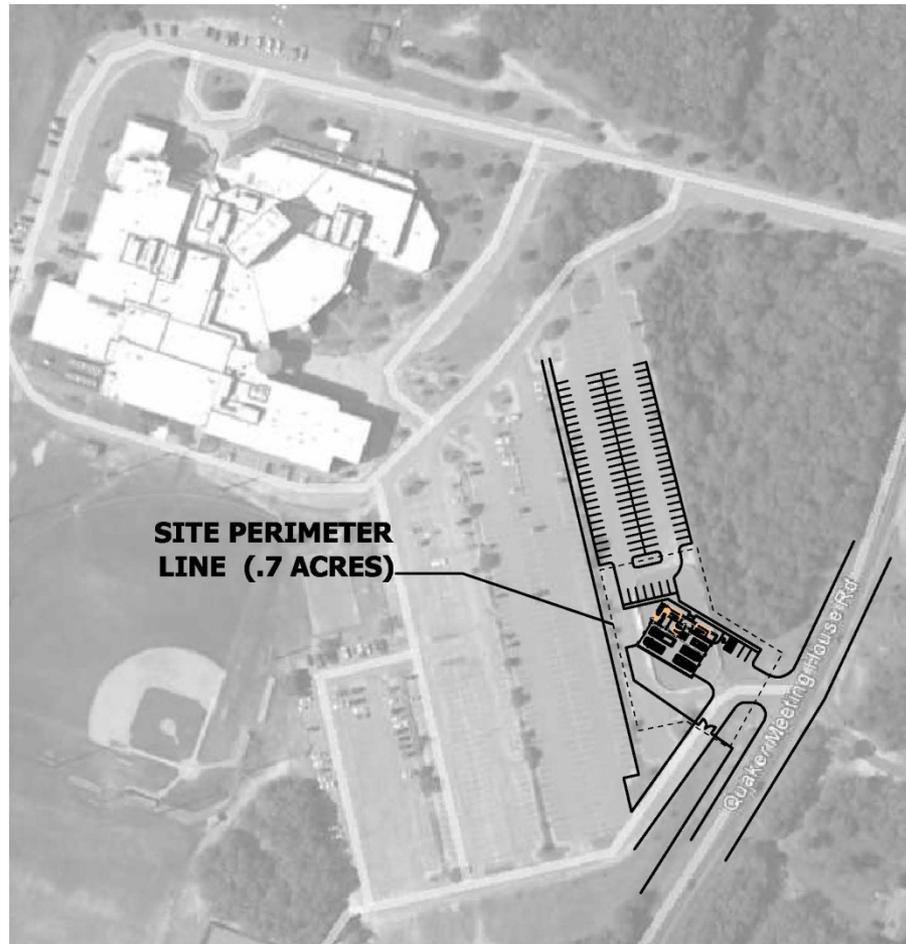
New Proposal

- New HQ at corner of Quaker Meetinghouse & Cotuit Roads
 - Significantly reduced size by at least 45%
- New staffed substation in East Sandwich
 - High School site preferred to optimize response times
 - Reduced building footprint to maximize efficiency
- Retain current staffed downtown HQ building as new staffed downtown substation
 - Temporary, until new substation can be built in the future at DPW location
 - Significant change from last proposal

Response Time Maps



Proposed East Sandwich Site Sandwich High School



New Proposal

- Implement joint civilian dispatch immediately in proposed FY'16 budget
- Will hire additional EMS/Fire personnel if the 3rd substation is approved and funded
- Cost: \$30.0M
 - Would not commence until FY'19 or later
 - \$175 annual average increase to tax bill over 25 years
 - The longer we wait, the more expensive it gets
 - + 6% increase per year since May '13

Next Steps

- Opportunity for public input at every Thursday night Selectmen meeting, 7:00 p.m., Town Hall
- Annual Town Meeting Warrant – May '15
- Annual Town Election Ballot – May '15
- Finalize architect's design & construction documents – Summer '15
- Go out to bid for construction – Winter '15
- Construction begins – Spring '16

JOINT PUBLIC SAFETY BUILDING PROJECT

30,000,000

	<u>Principal</u>	<u>Interest</u>	<u>Total Amount</u>	<u>Annual Cost to Ave. Taxpayer</u>	<u>Monthly Cost to Ave. Taxpayer</u>
FY 2019	1,200,000	1,152,000	2,352,000	\$223.16	\$18.60
FY 2020	1,200,000	1,104,000	2,304,000	\$218.61	\$18.22
FY 2021	1,200,000	1,056,000	2,256,000	\$214.05	\$17.84
FY 2022	1,200,000	1,008,000	2,208,000	\$209.50	\$17.46
FY 2023	1,200,000	960,000	2,160,000	\$204.95	\$17.08
FY 2024	1,200,000	912,000	2,112,000	\$200.39	\$16.70
FY 2025	1,200,000	864,000	2,064,000	\$195.84	\$16.32
FY 2026	1,200,000	816,000	2,016,000	\$191.28	\$15.94
FY 2027	1,200,000	768,000	1,968,000	\$186.73	\$15.56
FY 2028	1,200,000	720,000	1,920,000	\$182.17	\$15.18
FY 2029	1,200,000	672,000	1,872,000	\$177.62	\$14.80
FY 2030	1,200,000	624,000	1,824,000	\$173.07	\$14.42
FY 2031	1,200,000	576,000	1,776,000	\$168.51	\$14.04
FY'2032	1,200,000	528,000	1,728,000	\$163.96	\$13.66
FY 2033	1,200,000	480,000	1,680,000	\$159.40	\$13.28
FY 2034	1,200,000	432,000	1,632,000	\$154.85	\$12.90
FY 2035	1,200,000	384,000	1,584,000	\$150.29	\$12.52
FY 2036	1,200,000	336,000	1,536,000	\$145.74	\$12.14
FY 2037	1,200,000	288,000	1,488,000	\$141.19	\$11.77
FY 2038	1,200,000	240,000	1,440,000	\$136.63	\$11.39
FY 2039	1,200,000	192,000	1,392,000	\$132.08	\$11.01
FY 2040	1,200,000	144,000	1,344,000	\$127.52	\$10.63
FY 2041	1,200,000	96,000	1,296,000	\$122.97	\$10.25
FY 2042	1,200,000	48,000	1,248,000	\$118.41	\$9.87
FY 2043	1,200,000	0	1,200,000	\$113.86	\$9.49
	<u>30,000,000</u>	<u>14,400,000</u>	<u>44,400,000</u>		

Assumptions:

- Amount of Bond = 30,000,000
- Term of Bond in Years = 25
- Interest Rate of Bond = 4.00%
- Total Town Valuation = 3,683,503,100
- Average Home Value = 349,500

JOINT PUBLIC SAFETY BUILDING PROJECT

30,000,000

	<u>Principal</u>	<u>Interest</u>	<u>Total Amount</u>	<u>Annual Cost to Ave. Taxpayer</u>	<u>Monthly Cost to Ave. Taxpayer</u>
FY 2019	1,000,000	1,160,000	2,160,000	\$204.95	\$17.08
FY 2020	1,000,000	1,120,000	2,120,000	\$201.15	\$16.76
FY 2021	1,000,000	1,080,000	2,080,000	\$197.36	\$16.45
FY 2022	1,000,000	1,040,000	2,040,000	\$193.56	\$16.13
FY 2023	1,000,000	1,000,000	2,000,000	\$189.77	\$15.81
FY 2024	1,000,000	960,000	1,960,000	\$185.97	\$15.50
FY 2025	1,000,000	920,000	1,920,000	\$182.17	\$15.18
FY 2026	1,000,000	880,000	1,880,000	\$178.38	\$14.86
FY 2027	1,000,000	840,000	1,840,000	\$174.58	\$14.55
FY 2028	1,000,000	800,000	1,800,000	\$170.79	\$14.23
FY 2029	1,000,000	760,000	1,760,000	\$166.99	\$13.92
FY 2030	1,000,000	720,000	1,720,000	\$163.20	\$13.60
FY 2031	1,000,000	680,000	1,680,000	\$159.40	\$13.28
FY'2032	1,000,000	640,000	1,640,000	\$155.61	\$12.97
FY 2033	1,000,000	600,000	1,600,000	\$151.81	\$12.65
FY 2034	1,000,000	560,000	1,560,000	\$148.02	\$12.33
FY 2035	1,000,000	520,000	1,520,000	\$144.22	\$12.02
FY 2036	1,000,000	480,000	1,480,000	\$140.43	\$11.70
FY 2037	1,000,000	440,000	1,440,000	\$136.63	\$11.39
FY 2038	1,000,000	400,000	1,400,000	\$132.84	\$11.07
FY 2039	1,000,000	360,000	1,360,000	\$129.04	\$10.75
FY 2040	1,000,000	320,000	1,320,000	\$125.24	\$10.44
FY 2041	1,000,000	280,000	1,280,000	\$121.45	\$10.12
FY 2042	1,000,000	240,000	1,240,000	\$117.65	\$9.80
FY 2043	1,000,000	200,000	1,200,000	\$113.86	\$9.49
FY 2044	1,000,000	160,000	1,160,000	\$110.06	\$9.17
FY 2045	1,000,000	120,000	1,120,000	\$106.27	\$8.86
FY 2046	1,000,000	80,000	1,080,000	\$102.47	\$8.54
FY 2047	1,000,000	40,000	1,040,000	\$98.68	\$8.22
FY 2048	1,000,000	0	1,000,000	\$94.88	\$7.91
	<u>30,000,000</u>	<u>17,400,000</u>	<u>47,400,000</u>		

Assumptions:

- Amount of Bond = 30,000,000
- Term of Bond in Years = 30
- Interest Rate of Bond = 4.00%
- Total Town Valuation = 3,683,503,100
- Average Home Value = 349,500

February 2015

February 2015

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2015

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Feb 1 - 7	Feb 1	2	3	4	5	6	7
Feb 8 - 14	8	9 STM	10	11	12	13	14
Feb 15 - 21	15	16 HOLIDAY	17	18 SCHOOL VACATION WEEK			21
Feb 22 - 28	22	23	24	25	26	27	28

March 2015

March 2015						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2015						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Mar 1 - 7	Mar 1	2	3	4	5	6	7
	8	9	10	11	12	13	14
Mar 8 - 14	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
Mar 15 - 21	29	30	31	Apr 1	2	3	4
Mar 22 - 28							
Mar 29 - Apr 4							

April 2015

April 2015							May 2015						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Mar 29 - Apr 4	Mar 29	30	31	Apr 1	2	3	4
Apr 5 - 11	5	6	7	8	9	10	11
Apr 12 - 18	12	13	14	15	16	17	18
Apr 19 - 25	19	20	21	22	23	24	25
Apr 26 - May 2	26	27	28	29	30	May 1	2

HOLIDAY SCHOOL VACATION WEEK

May 2015

May 2015							June 2015						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Apr 26	27	28	29	30	May 1	2
4/26 - 5/1							
	3	4	5	6	7	8	9
5/3 - 8		ATM					
	10	11	12	13	14	15	16
5/10 - 15							
	17	18	19	20	21	22	23
5/17 - 22							
	24	25	26	27	28	29	30
5/24 - 29							
	31	Jun 1	2	3	4	5	6
5/31 - 6/5							