

TOWN OF SANDWICH

THE OLDEST TOWN ON CAPE COD

130 MAIN STREET
SANDWICH, MA 02563

TEL: 508-888-4910 AND 508-888-5144
FAX: 508-833-8045

E-MAIL: selectmen@townofsandwich.net

E-MAIL: townhall@townofsandwich.net



BOARD OF
SELECTMEN

TOWN
MANAGER

BOARD OF SELECTMEN AGENDA March 31, 2016 – 7:00 P.M. Sandwich Town Hall – 130 Main Street

1. Convene Open Session in Auditorium & Pledge of Allegiance
2. Review & Approval of Minutes – 3/17/16
3. Public Forum (*15 Minutes*)
4. Town Manager Report
5. Correspondence / Statements / Announcements / Future Items / Follow-up (*10 Minutes*)
6. Staff Meeting (*30 Minutes*)
 - Liquor License Hearings:
 - 7:30 P.M. Public Hearing: Annual All Alcohol License – Forestdale Restaurant Group d/b/a Industry Ale House, 79 Route 130, Jason Michael Thomas, Proposed Manager
 - 7:40 P.M. Change of Manager – Dan'l Webster Inc. d/b/a Dan'l Webster Inn, 149 Main Street, Gary Cremeans, Proposed Manager
 - 7:45 P.M. Change of Manager – Sandwich Property, LLC d/b/a British Beer Company, 46 Route 6A, Adam Couto, Proposed Manager
7. Old Business (*60 Minutes*)
 - FY'17 Budget Update
 - Overview of Annual Town Meeting Warrant – 5/2/16
 - 2016 Long Range Plan Update
 - Public Safety Planning Public Outreach
 - Other Matters Not Reasonably Anticipated by the Chairman
8. New Business (*5 Minutes*)
 - Town Manager Evaluation
 - Other Matters Not Reasonably Anticipated by the Chairman
9. Public Forum (*15 Minutes*)
10. Closing Remarks
11. Adjournment

NEXT MEETING: Thursday, April 7, 2016, 7:00 P.M., Town Hall

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BOARD OF
SELECTMEN

TOWN
MANAGER

SANDWICH BOARD OF SELECTMEN PUBLIC HEARING

In accordance with M.G.L. Ch. 138, the Sandwich Board of Selectmen will hold a public hearing on Thursday, March 31, 2016 at 7:30 p.m. in the Sandwich Town Hall, 130 Main Street, Sandwich to consider the application of Forestdale Restaurant Group, LLC., d/b/a Industry Ale House, Jason Michael Thomas, Manager, for an Annual All Alcoholic Common Victualler license to be located at 79 Route 130, Forestdale, MA 02644. 3,976 square feet. Dining room, lounge, waiting/takeout room, two kitchens, 2 bathrooms, walk-in refrigerator two front entrances, two side exits. 1 kitchen exit. Seating capacity -153. Anyone wishing to be heard on the subject will be afforded an opportunity at that time.

Frank Pannorfi, Chair
Sandwich Board of Selectmen



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 239 Causeway Street
 Boston, MA 02114
www.mass.gov/abcc

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
 MONETARY TRANSMITTAL FORM



APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

CHECK PAYABLE TO ABCC OR COMMONWEALTH OF MA: \$200.00

(CHECK MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL)

CHECK NUMBER

IF USED EPAY, CONFIRMATION NUMBER

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

LICENSEE NAME

ADDRESS

CITY/TOWN STATE ZIP CODE

TRANSACTION TYPE (Please check all relevant transactions):

- Alteration of Licensed Premises
- Change Corporate Name
- Change of License Type
- Change of Location
- Change of Manager
- Other
- Cordials/Liqueurs Permit
- Issuance of Stock
- Management/Operating Agreement
- More than (3) §15
- New License
- New Officer/Director
- New Stockholder
- Pledge of Stock
- Pledge of License
- Seasonal to Annual
- Transfer of License
- Transfer of Stock
- Wine & Malt to All Alcohol
- 6-Day to 7-Day License

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL FORM ALONG WITH THE CHECK, COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

ALCOHOLIC BEVERAGES CONTROL COMMISSION
 P. O. BOX 3396
 BOSTON, MA 02241-3396

APPLICATION FOR RETAIL ALCOHOLIC BEVERAGE LICENSE

City/Town

Sandwich

1. LICENSEE INFORMATION:

A. Legal Name/Entity of Applicant:(Corporation, LLC or Individual) Forestdale Restaurant Group, LLC

B. Business Name (if different): Industry Ale House

C. Manager of Record: Jason Michael Thomas

D. ABCC License Number (for existing licenses only):

E. Address of Licensed Premises: 79 Route 130

City/Town: Forestdale

State: MA

Zip: 02644

F. Business Phone: 508-942-6044

G. Cell Phone: 508-685-0866

H. Email: IndustryAleHouse@Gmail.com

I. Website:

J. Mailing address (If different from E.): 14 Freedom Road

City/Town: Forestdale

State: MA

Zip: 02644

2. TRANSACTION:

- New License New Officer/Director Transfer of Stock Issuance of Stock Pledge of Stock
 Transfer of License New Stockholder Management/Operating Agreement Pledge of License

The following transactions must be processed as new licenses:

- Seasonal to Annual (6) Day to (7)-Day License Wine & Malt to All Alcohol

IMPORTANT ATTACHMENTS (1): The applicant must attach a vote of the entity authorizing all requested transactions, including the appointment of a Manager of Record or principal representative.

3. TYPE OF LICENSE:

- §12 Restaurant §12 Hotel §12 Club §12 Veterans Club §12 Continuing Care Retirement Community
 §12 General On-Premises §12 Tavern (No Sundays) §15 Package Store

4. LICENSE CATEGORY:

- All Alcoholic Beverages Wines & Malt Beverages Wines Malt
 Wine & Malt Beverages with Cordials/Liqueurs Permit

5. LICENSE CLASS:

- Annual Seasonal

The Applicant is a(n):

Other :

If the applicant is a Corporation or LLC, complete the following:

Date of Incorporation/Organization:

State of Incorporation/Organization:

Is the Corporation publicly traded? Yes No

10. INTERESTS IN THIS LICENSE:

List all individuals involved in the entity (e.g. corporate stockholders, directors, officers and LLC members and managers) and any person or entity with a direct or indirect, beneficial or financial interest in this license.

IMPORTANT ATTACHMENTS (4):

A. All individuals or entities listed below are required to complete a [Personal Information Form](#).

B. All shareholders, LLC members or other individuals with any ownership in this license must complete a [CORI Release Form](#) (unless they are a landlord entity)

Name	All Titles and Positions	Specific % Owned	Other Beneficial Interest
Jason Michael Thomas	Managing Owner	34%	
Darryl Joseph Laman	Managing Owner	33%	
Chad Edwin Earnest	Managing Owner	33%	

*If additional space is needed, please use last page.

11. EXISTING INTEREST IN OTHER LICENSES:

Does any individual listed in §10 have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes No **If yes, list said interest below:**

Name	License Type	Licensee Name & Address
	<input type="text" value="Please Select"/>	

*If additional space is needed, please use last page.

MINUTES OF FIRST MEETING – LLC
ORGANIZATIONAL MEETING OF FIRST LLC MEMBERS

OF: Forestdale Restaurant Group LLC

The first organizational meeting of this limited liability company was held on 03/03/2016 at 7am (time) at the location of 14 Freedom Road, Forestdale MA 02544

The following members were present at this first meeting:

- Jason Michael Thomas
- Darryl Joseph Laman
- Chad Edwin Earnest
- _____
- _____
- _____

The following other people were present at this first meeting:

- 1 Jason Michael Thomas was elected as the chairperson of the meeting.
- 2 Chad Edwin Earnest was elected as the secretary of the meeting, and was the person memorializing these minutes.
- 3 The chairperson announced that the initial organizational meeting was called by the members of the limited liability company and determined that a quorum was present.
- 4 The chairperson announced that articles of organization were filed with Massachusetts State on 03/01/2016. Upon motion made and carried, a copy of the articles of organization of the limited liability company was ordered to be attached to the minutes of the first meeting. All members that were present read the articles of organization.
- 5 The following people and/or entities were named as the managers of the LLC (If managers were elected)

- Jason Michael Thomas
- Darryl Joseph Laman
- Chad Edwin Earnest
- _____
- _____
- _____



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 239 Causeway Street
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www.mass.gov/abcc

Print Form

**RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
 MONETARY TRANSMITTAL FORM**

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

CHECK PAYABLE TO ABCC OR COMMONWEALTH OF MA: \$200.00

(CHECK MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL)

CHECK NUMBER	237305		
IF USED EPAY, CONFIRMATION NUMBER			
A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)	1074000007		
LICENSEE NAME	DAN'L WEBSTER INC. D/B/A THE DAN'L WEBSTER INN		
ADDRESS	149 MAIN STREET		
CITY/TOWN	SANDWICH	STATE	MA ZIP CODE 02563

TRANSACTION TYPE (Please check all relevant transactions):

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Cordials/Liqueurs Permit | <input type="checkbox"/> New Officer/Director | <input type="checkbox"/> Transfer of License |
| <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Issuance of Stock | <input type="checkbox"/> New Stockholder | <input type="checkbox"/> Transfer of Stock |
| <input type="checkbox"/> Change of License Type | <input type="checkbox"/> Management/Operating Agreement | <input type="checkbox"/> Pledge of Stock | <input type="checkbox"/> Wine & Malt to All Alcohol |
| <input type="checkbox"/> Change of Location | <input type="checkbox"/> More than (3) §15 | <input type="checkbox"/> Pledge of License | <input type="checkbox"/> 6-Day to 7-Day License |
| <input checked="" type="checkbox"/> Change of Manager | <input type="checkbox"/> New License | <input type="checkbox"/> Seasonal to Annual | |
| <input type="checkbox"/> Other | <input type="text" value=""/> | | |

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL FORM ALONG WITH THE CHECK, COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

**ALCOHOLIC BEVERAGES CONTROL COMMISSION
 P. O. BOX 3396
 BOSTON, MA 02241-3396**

SELECTMEN

MAR 15 2016
 R E C E I V E D



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 Alcoholic Beverages Control Commission
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PETITION FOR CHANGE OF LICENSE

107400007

ABCC License Number

SANDWICH

City/Town

The licensee **DAN'L WEBSTER INC.** respectfully petitions the Licensing Authorities to approve the following transactions:

- Change of Manager
- Alteration of Premises
- Pledge of License/Stock
- Cordial & Liqueurs
- Change of Corporate Name/DBA
- Change of Location
- Change of License Type (\$12 ONLY, e.g. "club" to "restaurant")

Change of Manager

Last-Approved Manager: **STEVE CATANIA**

Requested New Manager: **GARY CREMEANS**

Pledge of License /Stock

Loan Principal Amount: \$ Interest Rate:

Payment Term: Lender:

Change of Corporate Name/DBA

Last-Approved Corporate Name/DBA:

Requested New Corporate Name/DBA:

Change of License Type

Last-Approved License Type:

Requested New License Type:

Alteration of Premises: (must fill out attached financial information form)

Description of Alteration:

Change of Location: (must fill out attached financial information form)

Last-Approved Location:

Requested New Location:

Signature of Licensee

Gary Cremeans
 (If a Corporation/LIC by its authorized representative)

Date Signed

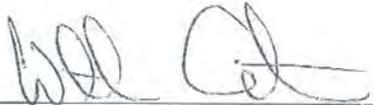
CORPORATE
RESOLUTION OF
DANL WEBSTER INC

We, the undersigned, being all the Directors of Danl Webster Inc, organized and existing under the laws of Massachusetts, and having its principal place of business at 149 Main St, Sandwich, Massachusetts 02563 (the "Corporation"), hereby certify that the following is a true and correct copy of a resolution duly adopted at a meeting of the Directors of the Corporation duly held and convened on March 07, 2016, at which a quorum of the Board of Directors was present and voting throughout, and that such resolution has not been modified, rescinded or revoked, and is at present in full force and effect:

Therefore, it is resolved:

Gary Cremeans, as general manager of the Danl Webster Inn and Spa, be placed on the liquor license of said legal entity.

DIRECTORS



William V Catania
President

3/7/16
Date



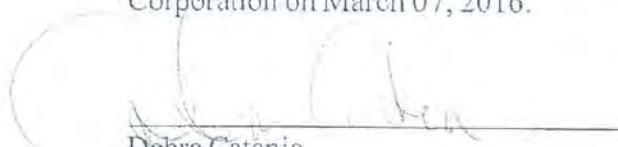
Debra Catania
Vice President

3/7/16
Date

Circle this L.S. as there is no corporate seal.

CERTIFICATE OF SECRETARY

The Secretary of the Corporation hereby certifies that he/she is the duly elected and qualified Secretary of Danl Webster Inc and certifies that the above is a true and correct record of the resolution that was duly adopted by the Directors of the Corporation on March 07, 2016.



Debra Catania
Secretary



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 Alcoholic Beverages Control Commission
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www.mass.gov/abcc

Print Form

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A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

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CITY/TOWN STATE ZIP CODE

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SELECTMEN

MAR 15 2016
 R E C E I V E D



Vote of Sandwich Property, LLC

The undersigned, representing all of the members of the Sandwich Property, LLC and the managing member of the Sandwich Property, LLC hereby vote to and hereby authorize all action in connection with change of manager at the British Beer Company located at 46 Route 6A, Sandwich, Massachusetts from Dermot T. Quinn to Adam M. Couto and the undersigned hereby authorize all other action in connection therewith.

Gary Simon, Member and Managing Member

Douglas Freeman, Member

Michael Fallman, Member

Date _____

PROJECTED REVENUES AND EXPENSES - FY'17

REVENUES

<u>FY'17 Tax Levy:</u>			
FY'16 Levy Limit	54,242,318		
2.5% Increase	1,356,058		
Est. New Growth	550,000		
Excess Levy Reserve Est.	0		
Overrides / Exclusions	0		
County Assess. Outside 2.5: CCC	166,918		
Debt Outside 2.5 (- Non-Levy & SBA)	918,091		
Debt Outside 2.5 (To Be Issued in FY)	0	57,233,385	
 <u>Other Revenue:</u>			
Land Bank / CPA Debt	1,326,638		
CPA Debt (To Be Issued in FY)	235,000		
Marina Debt (To Be Issued in FY)	200,000		
Mass. School Building Authority Funds	1,279,534		
State Aid: Discretionary (-5.00%)	1,902,081		
State Ch. 70 Aid: School (0.00%)	6,740,018		
Est. Local Receipts	4,650,000		
Surplus Revenue / Free Cash	1,763,451		
Overlay Release	100,000		
Transfer from Stabilization Fund	0	<u>18,196,722</u>	
Total Estimated Revenues		75,430,107	

EXPENSES

<u>ReCap Sheet Items:</u>			
State Assess: Tuition Assess (10.00%)	3,592,317		
State Assess: All Other (3.00%+CCRTA)	587,985		
Abatements / Overlay	400,000		
FY'16 Snow & Ice Deficit	0	4,580,302	
 <u>Town Meeting Items:</u>			
Group Health Insur.+ Mitig. Plan (5.66%)	9,800,000		
County Retirement Assess. (6.60%)	3,355,082		
Property & Liability Insurance (2.50%)	861,000		
Medicare (6.00%)	636,000		
Unemployment Account	100,000		
OPEB Trust Fund	100,000		
Debt: Long Term	3,970,074		
Debt: Long Term (To Be Issued in FY)	435,000		
Debt: Short Term	50,000		
Reserve Fund	500,000		
Capital Budget - Net	686,403		
Transfer to Stabilization Fund	100,000	20,593,559	
 <u>Operating Budgets:</u>			
School Budget: Local (3.00%)	24,977,500		
Ch. 70 (0.00%)	6,740,018	31,717,518	
UCCRVTS Budget (6.62%)		2,184,779	
General Gov't. Budget (6.05%)		<u>16,274,032</u>	
Total Estimated Expenses		75,350,190	

<u>Stabilization Fund Balance:</u>	
Actual Balance on 11/30/15:	1,226,393
Proposed Transfer From/To Stabilization Fund:	100,000
Projected Post ATM Balance:	<u>1,326,393</u>

ESTIMATED FY'17 BUDGET BALANCE 79,917

Town of Sandwich
Annual Town Meeting

WARRANT

Monday, May 2, 2016

7:00 p.m. – Sandwich High School



BOARD OF SELECTMEN

Frank Pannorfi, Chair
Susan James, Vice-Chair
Peter Beauchemin
R. Patrick Ellis
Ralph A. Vitacco

MODERATOR

Garry N. Blank

FINANCE COMMITTEE

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

Thomas R. Hickey (In Memorium)

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May 2, 2016 Annual Town Meeting

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2. FY'17 Budget (p. 3)
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4. FY'17 Golf Department Operating Budget (p. 8)
5. FY'17 Revolving Fund Appropriation Limits (p. 8)
6. FY'17 Capital Budget (p. 9)
7. Transfer to Stabilization Fund (p. 10)
8. Sandwich Promotions Fund Appropriation (p. 10)
9. Ch. 90 State Aid to Highways Program (p. 10)
10. School Department Cell Tower Lease Transfer and Appropriation of Funds (p. 10)
11. Beach Renourishment Account Appropriation (p. 10)
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19. CPA Project: Thornton Burgess Society Jam Kitchen Restoration (p. 13)
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26. Elect Officers & Ballot Questions (p. 19)

Reference Material & Volunteer Service Form:

1. Article 1 – Board of Selectmen – 2016 Long Range Plan (p. ____)
2. Article 2 – FY'17 Projected Revenues & Expenses (p. ____)
3. Articles 12-14 – Estimated Tax Impacts of Ballot Questions (p. ____)
4. A Glossary of Commonly Used Terms (p. ____)
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6. Volunteer Service Form (p. ____)

**TOWN OF SANDWICH
2016 ANNUAL TOWN MEETING
May 2, 2016**

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 East Sandwich on

Monday, May 2, 2016, at 7:00 p.m.,

then and there to act on the following articles, and for election on

Thursday, May 5, 2016, at 7:00 a.m.

Those residing within the area of Precincts 1 and 2 meet at the Henry T. Wing School, 33 Water Street, Sandwich. Those residing within the area of Precincts 3 and 4 meet at the Oak Ridge School, 260 Quaker Meetinghouse Road, East Sandwich. Those residing within the area of Precincts 5 and 6 meet at the Forestdale School, 151 Route 130, Forestdale.

ARTICLE 1

To see if the Town will vote to hear the reports of all Town Officers and Committees and to act thereon and to hear the report of the Board of Selectmen on the Long Range Plan, or take any action relative thereto.

Recommended by the Board of Selectmen.

ARTICLE 2

To see if the Town will vote to hear the report of the Finance Committee and to see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$73,125,047.00, or any other amount, to defray Town expenses for the Fiscal Year July 1, 2016 to June 30, 2017 as itemized below in the third column entitled FY'17 Recommendation, or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

Fiscal Year 2017 Finance Committee Budget Message:

(NOTE: THIS IS THE FY'16 FC BUDGET MESSAGE)

In accordance with Section 7.12b of the Town Charter, The Finance Committee presents its Fiscal Year 2016 budget message to Town Meeting and to the taxpayers and residents of Sandwich.

On March 31, 2015, The Finance Committee voted unanimously to recommend passage of Warrant Article 2, the budget. This is a good budget for the Town of Sandwich. It is based on sound assumptions regarding our projected revenue and expenses, however, as the Town Manager will explain in his budget presentation, it is always difficult to estimate state aid and assessments as these amounts will not be finalized by the state until after town meeting. It is important to note that Sandwich budgets extremely close to our allowed limits which leads to very little leeway if assumptions change during the fiscal year. If the state assessments change significantly from current projections, we will have to schedule a Special Town Meeting to make the proper adjustments to the FY'16 budget. Last year, Standard and Poor's raised it bond rating from AA to AA+ due to the Town's strong economy, which speaks to the town's operating efficiency.

This budget calls for the implementation of a joint police and fire civilian dispatch system, leading to the hiring of 5 additional dispatches. This will allow more police officers to be on patrol and to respond to emergency calls. Also, one additional full time Detective will be added for police investigation efforts. Four additional EMS / Firefighter positions will be added to respond to an increasing number of emergency calls. These new positions will greatly improve public safety services to the Town of Sandwich, while at the same time improve efficiencies by decreasing the amount of overtime paid to public safety personnel in future budgets. The only other full time position being added to the General Government side, is a Program Coordinator to the Recreation Department to help develop and oversee recreational activities for the town.

After supporting a higher than normal increase to the FY 15 School budget to implement the STEM initiative, the Selectmen and Finance Committee supported a reduction of 1.56% in the FY 16 school budget as a result of decreased enrollments and the closing of the Wing School.

The cost per pupil cost for the Town of Sandwich is the lowest on the Cape as well as neighboring towns over the bridge. Although the cost per student has been below state average, our students have been accepted to top colleges and universities and are well prepared to embark on the careers of their choice, which speaks to the efficiency of the school system. We know that the Superintendent and School Committee have been working diligently to enhance its curriculum in an effort to retain students in the district.

The Finance Committee voted unanimously to support the \$1.6 million in capital purchases and improvements in Article 6. This amount will be offset by financial

transfers from the Ambulance Fund and the remaining balance in the Library HVAC project for a net appropriation just over \$900,000. Key areas of the capital budget include replacing several department vehicles, emergency communications equipment, building and property improvements, and repairing the elevator at the Sandwich public Library.

The Finance Committee also voted to recommend passage of Article 8 in transferring \$200,000 to the Stabilization Fund, bringing the total stabilization fund to over \$1,250,000. Also, the Town's first appropriation to the Other Post Employment Benefit Trust Fund in the amount of \$100,000 is being recommended as well.

We have had a very rough winter which led to an all-time deficit of more than \$500,000 for Snow and Ice expenses. This shortfall will be addressed in Article 9 along with a future FY'15 Reserve Fund transfer that the Finance Committee will consider next month.

Based on the total FY'16 budget being recommended tonight, it is projected that the Town's tax rate will decrease from \$14.82 per thousand of home value to \$14.66. This translates to an estimated average tax bill of \$5,225.

In addition to reviewing the financial articles that are appearing at Town Meeting tonight, the Finance Committee also made some recommendations to the Board of Selectmen. These include:

- More consistent submission of budget information
- Capital budgeting procedures and details
- Creation of a budget steering committee
- Comparative operating budget details with major changes highlighted and
- Periodic review of prior capital budget appropriations and balances

Finally, we would like to publically thank the Town and School staff and officials that met with us regularly over the last several months, presented detailed budget information, and answered numerous questions during our deliberations on the FY' 16 budget. As our diligent review efforts have proven over the years, even when we have slight disagreements about specific spending amounts or funding sources, we all recognize that Sandwich is operated very efficiently, follows sound financial practices and makes wise budget decisions.

FY'17 BUDGET TOTALS

No.	Department	FY'15 Appropriation	FY'16 Appropriation	FY'17 Recommendation
114	Moderator	450	450	450
123	Selectmen/Manager	451,549	467,269	479,632
	Personnel Expenses	252,254	244,875	414,500
131	Finance Committee	3,400	3,400	3,400
135	Accounting	217,367	226,810	214,338
141	Assessing	373,800	384,818	387,126
145	Treasurer	190,328	205,882	210,809
146	Tax Collector	193,336	201,800	197,601
147	Tax Title	25,000	35,000	35,000
151	Legal	275,000	300,000	300,000
152	Human Resources	161,271	170,163	176,338
161	Town Clerk	158,168	165,677	172,001
162	Elect. & Registration	77,250	60,750	70,250
171	Natural Resources	245,608	270,676	274,814
175	Planning & Development	202,623	222,299	218,046
190	Facilities Management	502,862	522,455	530,350
195	Town Reports	11,000	11,000	11,000
196	Bind Records	6,000	6,000	6,000
197	Info. Technology	492,219	529,329	537,012
	Total 100s	3,839,485	4,028,653	4,238,667
210	Police Department	3,479,919	4,098,264	4,333,512
220	Fire Department	3,264,912	3,211,210	3,273,122
241	Inspections	257,631	265,317	273,268
244	Sealer of Weights & Measures	200	200	200
291	Emergency Management	11,500	11,500	11,500
294	Forest Warden	1,500	1,500	1,500
297	Bourne Shellfish	4,000	4,000	4,000
299	Greenhead Fly	2,000	2,000	2,000
	Total 200s	7,021,662	7,593,991	7,899,102
300	School Department	31,358,436	30,915,593	31,715,518
313	UCCRVTS	1,828,435	2,049,172	2,184,779
	Total 300s	33,186,871	32,964,765	33,900,297
410	DPW - Engineering	184,212	188,745	194,367
420	DPW	1,449,207	1,467,558	1,678,698
421	Snow & Ice	250,013	250,014	400,000
424	Streetlights	30,000	30,000	30,000
	Total 400s	1,913,432	1,936,317	2,303,065

No.	Department	FY'15 Appropriation	FY'16 Appropriation	FY'17 Recommendation
510	Health Department	177,515	187,330	191,771
522	Nursing Department	132,121	145,742	152,412
540	Social Services	21,200	35,000	35,000
541	COA	198,448	217,769	230,048
543	Veterans	44,006	45,500	55,500
	Total 500s	551,395	573,290	664,731
610	Library	985,336	944,017	949,833
630	Recreation	108,320	155,787	161,834
650	DPW - Parks	13,850	20,850	20,850
671	Hoxie / Grist Mill	0	20,000	20,000
693	Memorial Day	1,200	1,200	1,200
694	Historic District	13,000	13,000	14,750
	Total 600s	1,121,706	1,154,854	1,168,467
	Operating Budget Subtotal:	47,656,446	48,309,921	50,174,329
135	Sanitation, Marina & SHGC Indirect Costs Transfers			45,000
171	Waterways Fund Transfer			7,500
220	Ambulance Fund Transfer			1,050,000
630	Beach & Recreation Account Transfers (incl. Sandy Neck)			221,424
632	Marina Debt			200,000
645	Community Preservation Act Debt			1,561,638
650	Cemetery Trust Fund Transfer			25,000
671	Hoxie House / Grist Mill Transfer			33,000
	Inter-Fund Transfers Subtotal:			3,143,562
132	Reserve Fund			500,000
710	Short Term Debt			50,000
750	Debt			3,970,074
750	Debt – To Be Issued FY'17			435,000
910	Group Health Insurance			9,800,000
912	Medicare			636,000
940	Property & Liability Insurance			861,000
941	Unemployment Account			100,000
941	OPEB Trust Fund			100,000
950	Retirement Assessment			3,355,082
	Other Budget Accounts Subtotal:			19,807,156
	FY'17 BUDGET TOTAL:			73,125,047

ARTICLE 3

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 money, to be expended under the direction of the Board of Selectmen, for the purpose of establishing the FY'17 enterprise fund budget for the Department of Public Works Sanitation Division, or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee that \$1,039,417.00 be appropriated for said purpose.

ARTICLE 4

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 money, to be expended under the direction of the Board of Selectmen, for the purpose of establishing the FY'17 enterprise fund budget for Sandwich Hollows Golf Club, or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee that \$883,802.00 be appropriated for said purpose.

ARTICLE 5

To see if the Town will vote in accordance with the provisions of M.G.L. c.44, §53E1/2 to authorize revolving funds for the following Town departments for FY'17, to be expended under the direction of the Board of Selectmen, in accordance with the following list:

Revolving Account	Revenue Source	Allowed Expenses	Expenditure Limit	Year-End Balance
Sandwich Marina	Marina revenues, fees & charges	Marina operations & capital	\$2,000,000	Available for following year
Recreation Programs	Program fees & charges	Recreation programs	\$250,000	Available for following year
Solar Energy / Town Utilities	Green energy payments	Town utility expenses	\$200,000	Available for following year
Town Hall Meeting Room	Function fees & charges	Town Hall & monitor expenses	\$5,000	Available for following year

or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 6

To see if the Town will vote to hear the report of the Capital Improvement Planning Committee, and further, to raise and appropriate or transfer from available funds the sum of \$836,403.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of purchasing and repairing equipment, vehicles, and buildings, and providing related services in accordance with the following list, with any unexpended balance for each item identified below to be placed in the Building Repairs / Capital Purchases account to be expended under the direction of the Board of Selectmen:

Natural Resources – Replace Tractor Less Trade-In	20,600
Facilities Department – Town Building Repairs/Improvements	125,000
Facilities Department – Pick-up Truck with Plow Replacement	28,000
Facilities Department – Library Access & Roof Repairs	50,000
Facilities Department – Towable Debris & Leaf Blower	11,600
IT Department – Security Camera Installation at 3 Sites	32,930
Police Department – Replace Mobile Radios	21,634
Fire Department – Build Brush Breaker on Donated '90 Chassis	150,000
Fire Department – Fire/EMS HazMat & Site Data Software	15,000
Fire Department – Upgrade UHF Radio System	32,000
Fire Department – Purchase 5 Thermal Imaging Cameras	30,950
School Department – Forestdale School Wastewater Upgrade	200,000
DPW – Highway Department – Stump Grinder	35,506
Recreation Department – Oak Crest Cove Utility Vehicle	13,000
Recreation Department – Skate Park Reconstruction Efforts	20,000
Natural Resources – Replace Buoys	4,000
Natural Resources – 3 AEDs for Department Vehicles	6,000
Facilities Department – Gravely Mower & Brushcutter Attachment	4,903
Police Department – Replace Patrol Cruiser Rifles & Shotguns	8,382
Fire Department – 2 Positive Pressure Ventilation Fans	4,310
Fire Department – Rescue Air Cushion	5,858
Nursing Department – Vaccine Freezer & Refrigerator	7,230
Recreation Department – Oak Crest Cove Cabin Equipment	9,500
Capital List Total	836,403

AND FURTHER,

To offset the cost of the capital projects listed in Article 6, to see if the Town will vote to transfer and appropriate the sum of \$150,000.00, or any other amount, from the Ambulance Fund, to be expended under the direction of the Board of Selectmen, for a net FY'17 capital appropriation of \$686,403.00, or any other amount,

or take any action relative thereto.

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

ARTICLE 7

To see if the Town will vote in accordance with M.G.L. c.40, §5B to raise and appropriate or transfer from available funds a sum of \$100,000.00, or any other amount, to be transferred into the Stabilization Fund, or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 8

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of \$27,447.27, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of funding the FY'17 Sandwich Promotions Fund as established under Chapter 227 of the Acts of 1997, or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 9

To see if the Town will vote to appropriate the sum of money, received or to be received, from the Chapter 90 State Aid to Highways Program for highway construction and/or maintenance on any State approved road during FY'17, or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 10

To see if the Town will vote to transfer and appropriate the sum of \$34,293.20, 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 11

To see if the Town will vote to transfer and appropriate the sum of \$52,548.36, or any other amount, from the beach renourishment receipts reserved for appropriation account, to be expended under the direction of the Board of Selectmen, for the purpose of funding future public ocean beach and dune renourishment projects, or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 12

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money for the purpose of designing and constructing improvements to Sandwich public roads and related infrastructure, including all costs incidental and related thereto, and further to authorize the Board of Selectmen to enter into any and all contracts necessary to carry out such project; provided that said appropriation shall be contingent upon the passage of a so-called proposition two and one-half capital expenditure exclusion referendum in accordance with M.G.L. c.59, §21C(i½) on May 5, 2016, or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee that \$1,300,000 be raised and appropriated for said purpose. Not Recommended by the Capital Improvement Planning Committee.

ARTICLE 13

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 designing and constructing a new police department headquarters, including equipment and furnishings and other costs incidental and related thereto, and for the purpose of designing and constructing improvements and remodeling, reconstructing and making extraordinary repairs to two fire department sub-stations located at the corner of Quaker Meetinghouse Road and Cotuit Road and at Route 6A in East Sandwich, including equipment and furnishings and all other costs incidental and related 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; provided that said appropriation shall be contingent upon the passage of a so-called Proposition Two and One-half debt exclusion referendum in accordance with M.G.L. c.59, §21 C(k) on May 5, 2016, or take any action relative thereto.

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

ARTICLE 14

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$750,000.00, as listed below, to be expended under the direction of the Board of Selectmen, to provide Fire Department services, including benefits, subject to a favorable vote to override Proposition Two and One-half, so called, pursuant to M.G.L. c.59, §21C(g), on May 5, 2016, or take any action relative thereto.

(8) New EMS/Fire Personnel, Equipment, Training, OT Costs	610,000
Employee Benefit & Insurance Costs	140,000

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 15

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the FY'17 Community Preservation budget and to appropriate from the Community Preservation Fund FY'17 estimated annual revenues the sum of \$75,000.00, or any other sum, to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for FY'17; and further to reserve for future appropriation a sum of money from the Community Preservation Fund estimated annual revenues for open space, historic resources, and community housing purposes, as well as a sum of money to be placed in the FY'17 Budgeted Reserve for general Community Preservation Act purposes; and further to appropriate from the Community Preservation Fund a sum or sums of money for Community Preservation projects or purposes as recommended by the Community Preservation Committee; or take any other action in relation thereto.

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

ARTICLE 16

To see if the Town will vote to raise and appropriate or transfer from available funds under the Community Preservation Act historic resources program the sum of \$1,200,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of preserving and making recommended repairs, renovations, and improvements to the Lower Shawme Pond Dam, the Dexter Grist Mill, and surrounding property; and that the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow up to \$1,200,000.00 and issue bonds and notes therefor pursuant to M.G.L. c.44B, §11, or any other enabling authority; or take any other action relative thereto.

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

ARTICLE 17

To see if the Town will vote to raise and appropriate or transfer from available funds under the Community Preservation Act historic resources program the sum of \$1,105,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of preserving and making recommended repairs, renovations, and improvements to the Clark-Haddad Memorial Building and surrounding property; and that the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow up to \$1,105,000.00 and issue bonds and notes therefor pursuant to M.G.L. c.44B, §11, or any other enabling authority; or take any other action relative thereto.

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

ARTICLE 18

To see if the Town will vote to raise and appropriate or transfer from available funds under the Community Preservation Act historic resources program the sum of \$70,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of preserving and making recommended repairs, renovations, and improvements to the Town of Sandwich Cedarville Cemetery located at the corner of Ploughed Neck Road and Route 6A; or take any other action relative thereto.

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

ARTICLE 19

To see if the Town will vote to raise and appropriate or transfer from available funds under the Community Preservation Act historic resources program the sum of \$20,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of preserving and making recommended repairs, renovations, and improvements to the Thornton W. Burgess Society Green Briar Jam Kitchen; and further, to authorize the Board of Selectmen to enter into a grant agreement with said Thornton W. Burgess Society, on such terms and conditions as the Board of Selectmen deems appropriate, setting forth the conditions under which such funds may be expended, and to further authorize the Board of Selectmen to accept a historic preservation restriction pursuant to the grant agreement; or take any other action relative thereto.

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

ARTICLE 20

To see if the Town will vote to accept the layout as a public way of the road known as "Aviators Lane," as heretofore laid out by the Board of Selectmen, and as shown on a plan entitled "Town of Sandwich, Plan of Aviators Lane, as Laid Out as a Town Way by the Selectmen," dated _____ prepared by Stephen Doyle and Associates, said plan on file with the Town Clerk; and further to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain the fee to or lesser interests in said road and any and all related easements, and further to see if the Town will vote to raise by taxation, transfer from available funds and/or borrow a sum of money for said layout, acquisition of rights, and construction, improvement, repair and/or rehabilitation of said roadway and related structures, facilities and/or appurtenances, and any and all expenses related to the foregoing, the entire cost of which shall be assessed as a betterment by the Board of Selectmen, in accordance with M.G.L. c.80, upon each of those properties that receive benefit thereby, with such assessments to bear interest at a rate not to exceed two percent above the rate of interest chargeable to the Town; or take any action relative thereto.

Recommended by the Board of Selectmen.

ARTICLE 21

To see if the Town will vote to authorize the Board of Selectmen to grant a perpetual easement to NRG Canal, LLC, its successors and assigns, over a portion of Baksis Road, being shown as "Proposed Utility Easement Area = 7,210 sq. ft. (0.17 acres)" on a plan entitled "Easement Exhibit Plan of Transmission Line Crossing Baksis Road Layout for Canal Generating Station, Sandwich Massachusetts, dated March 18, 2016" a copy of which is on file with the office of the Town Clerk, for the purpose of constructing, operating, maintaining, inspecting, and repairing an overhead transmission line and the appurtenant equipment, along, upon, across, and over that portion of Baksis Road, on such terms and conditions and for such consideration as the Board of Selectmen may determine, and to further authorize the Board of Selectmen to execute any and all instruments; or take any action relative thereto.

Recommended by the Board of Selectmen.

ARTICLE 22

To see if the Town will vote to amend the Town Bylaws by inserting a new Section 3.90, Damaging Sand Dunes or Dune Protection, to read as follows, or take any action relative thereto.

Section 3.90 DAMAGING SAND DUNES or DUNE PROTECTION

Part 1. No person or pet shall enter upon or cross over any dune on Town property including any Conservation Lands, whether by walking or in a vehicle, including bicycles, except at an authorized marked crossover or designated beach access, other than in the performance of duties of a federal, state or Town official. Owners shall be responsible for keeping pets off of the dunes.

Part 2. It shall be unlawful for any person or pet to damage, destroy or remove any Town owned sand dune or part thereof, or to kill, destroy or remove any grass, shrubbery, trees or other vegetation growing on sand dunes unless authorized by the Town Manager.

Part 3. Enforcement:

- (a) This bylaw may be enforced by any Natural Resources Officer, Animal Control Officer, Assistant or Deputy Animal Control Officer, Harbormaster, Assistant Harbormaster, Shellfish Constable, Deputy Shellfish Constable, Recreation Department Employee, Police Officer or Special Police Officer.
- (b) Whoever violates any provision of this bylaw may be penalized by a noncriminal disposition process as provided in G.L. c.40, §21D and the Town's non-criminal disposition by-law. If noncriminal disposition is elected, then any person who violates any provision of this by-law shall be subject to a fine of two hundred dollars (\$200) for each offense. Each day a violation exists shall constitute a separate offense.

(c) Whoever violates any provision of this bylaw may be penalized by indictment or on complaint brought in the district court. Except as may be otherwise provided by law and as the district court may see fit to impose, the maximum penalty for each violation or offense shall be three hundred dollars.

Any violations of the terms of this Bylaw shall be considered an act of trespass, and may subject the violator to arrest and removal from the beach pursuant to Massachusetts General Laws, Chapter 266, Section 120.

Recommended by the Board of Selectmen.

ARTICLE 23

To see if the Town will vote to amend Section 3.75 of the Town Bylaws, Animal Control, by deleting the language of Section 3.75 in its entirety and replacing it with the following, or take any action relative thereto.

Section 3.75 ANIMAL CONTROL

Part 1. Purpose and Relation to Massachusetts General Laws

The purpose of animal control is to encourage the safe and humane treatment of animals and the maintenance of a safe environment for humans. Ultimately, it is the individual's responsibility to properly care for his/her animal(s) and to respect the rights of others.

In addition to the requirements set forth in this bylaw, the licensing, keeping and control of animals shall be in accordance with all applicable provisions of the Massachusetts General Laws, including but not limited to the provisions of GL c. 140, §§136A to 174E, inclusive, which provisions are incorporated herein.

Part 2. Board of Selectmen and Animal Control Officers

The Board of Selectmen act as Hearing Authority for purposes of G.L. c. 140, §157 and shall annually appoint an Animal Control Officer who shall be sworn in by the Town Clerk.

Part 3. Licenses

Annual dog and kennel licenses, as required by GL c. 140, §§137 and 137A, must be obtained from the Office of the Town Clerk by January 1 for a licensing period of January 1 through December 31. When licensing a dog for the first time, proof of spay or neutering should be presented in order to be eligible for neutered or spayed ("fixed") license fee. There will be a late fee per dog for licensing after June 30th.

Subject to approval of the Board of Selectmen, annual dog and kennel licensing may be conducted by mail.

The Clerk of the Town shall issue dog licenses and tags on a form prescribed and furnished by the Town . On the license form the Clerk shall record the name, address, phone number and the date of birth of the owner or keeper of the dog and the name, license number and description of each dog. Each tag shall include the license number, the name of the Town and the year of issue.

No kennel license shall be issued unless the applicant demonstrates that the use of the subject property as a kennel is permitted under the Town's Zoning bylaws.

Cat Licensing

Each cat must be licensed in accordance with rules and regulations adopted by the Board of Selectmen.

Adopted May 4, 1992 (Article 52)

Part 4. Fees

The Board of Selectmen shall from time-to-time establish the fees to be charged for individual dog and kennel licenses, including late fees for licenses not obtained by the dates specified herein. Said schedule of fees is on record at the Town Clerk's Office, DNR and Town Manager's Office and is available to the public.

No fee shall be charged for a license issued under this section for a service animal as defined by the Americans with Disabilities Act or regulations promulgated thereunder.

No fee shall be charged for a license issued to a working police canine.

Part 5. Leashing and Restraint

Any person owning or keeping a dog shall not allow it to run at large in any of the streets or public places in the Town of Sandwich or upon premises other than the premises of such owner or keeper, unless the owner or lawful occupant of such other premises grants permission therefor. No dog shall be allowed in any public place or street within the Town unless it is effectively restrained or unless it is confined within a motor vehicle. A dog is under restraint for purposes of this Bylaw if it is accompanied by its owner or other person responsible for the dog, who is in full control and such dog is securely restrained with a collar and leash or such dog is under the immediate and effective voice control. To be under effective voice control for purposes of this bylaw, the dog must be within the keeper's sight and the keeper must be carrying a leash.

Unrestrained or unlicensed dogs may be sought out, caught and confined by the Animal Control Officer or any police officer of the Town, and impounded pursuant to GL c. 140, §§151A and 167.

Nothing in this Part shall be deemed to prohibit the use of dogs for hunting, sporting, public safety or working purposes as long as said dogs are properly restrained.

This Part shall not apply to a service dog. For purposes of this bylaw, a service dog is a dog specially trained to perform tasks for the benefit of an individual with a disability,

including but not limited to guiding individuals with impaired vision, alerting persons with impaired hearing, or providing other similar assistance to individuals.

Part 6. Beaches

It shall be unlawful for the owner, keeper, or person responsible for any dog to permit it to be on any public beach, including fresh water beaches, and the Sandwich Boardwalk between May 15 and September 15. Dogs are not allowed on salt water town beaches between April 1 and September 15.

Part 7. Impoundment

It shall be the duty of the Animal Control Officer to apprehend any dog found running at large and to impound such dog in the Town holding facility or another boarding facility.

The Animal Control Officer shall keep a record of each dog impounded, which shall contain the following information: breed, color and sex, together with whether or not the dog is licensed, the license number, if any, and the name and address of the owner, if known.

The owner or keeper of any dog impounded under the provisions of G.L. c. 140, §167 may claim such dog, provided he or she first procures from the Town Clerk a license and tag for any such dog that is not licensed and pays a sum established by the Animal Control Officer for daily per cost of the care of the dog during the period of impoundment.

Part 8. Removal of Waste

No person owning or having the care, custody, or control of any dog shall permit such dog to soil or defile or commit any nuisance upon any sidewalk, street, thoroughfare, beach, or wetland, in or upon any public property or in or upon the property of persons other than the owner or persons having the care, custody, or control of such dog, unless said person picks up any such waste and disposes of same in a sanitary manner. Anyone having custody or control of a dog in a public place shall have in his or her possession a device or equipment to pick up and remove dog feces. Individuals with disabilities aided by service dogs and law enforcement, emergency or rescue officials with dogs carrying out official duties are exempt from this section.

Part 9. Enforcement and Penalties

The Animal Control Officer, Natural Resource Officer, or any police officer or special police officer of the Town shall be empowered to enforce provisions of this Bylaw.

In addition to the remedies set forth herein and in GL c. 140, §§136A to 174E, inclusive, or any other applicable provision of law, this Bylaw may be enforced through any lawful means in law or in equity, including, but not limited to, non-criminal disposition pursuant to G.L. c. 40, §21D. If non-criminal disposition is elected, then any person who violates any provision of this by-law shall be subject to the following penalties:

First Offense:

\$50 fine

Second Offense:	\$100 fine
Third and Subsequent Offense:	\$200 fine

Subsequent offenses shall be determined as offenses occurring within two years of the date of the first noticed offense. Each day or portion thereof shall constitute a separate offense. If more than one, each condition violated shall constitute a separate offense.

The Town may enforce this Bylaw or enjoin violations thereof through any lawful process, and the election of one remedy shall not preclude enforcement through any other lawful means.

Recommended by the Board of Selectmen.

ARTICLE 24

To see if the Town will vote to amend the Town Bylaws by inserting a new Section 3.17, Public Consumption or Use of Marijuana, to read as follows, or take any action relative thereto.

Section 3.17 PUBLIC USE OR CONSUMPTION OF MARIJUANA

Part 1. Definitions

The following definitions shall apply to this bylaw.

Marijuana shall mean marijuana (or tetrahydrocannabinol) as defined in section 1 of chapter 94C, as amended, of the Massachusetts General Laws.

Consume shall mean taking into the human body by means of inhalation, ingestion, absorption or injection.

Part 2. Public Consumption Prohibited

No person shall smoke, burn, ingest, or otherwise use or consume marijuana or tetrahydrocannabinol (as defined in MGL c. 94C, § 1, as amended) while in or upon any area owned by or under the control of the Town, including, but not limited to, any street, sidewalk, public way, footway, passageway, stairs, dock, bridge, park, playground, beach, boardwalk, recreation area, boat landing, public building, school building, school grounds, cemetery, parking lot; any place to which the public has a right of access as invitees or licensees; or in or upon any bus or other passenger conveyance operated by a common carrier; or in or upon any place accessible to the public.

Part 3. Seizure of Marijuana in Violation

Any marijuana or tetrahydrocannabinol burned, smoked, ingested, or otherwise used or consumed in violation of this bylaw shall be seized, held, and disposed of in accordance with G.L. c. 94C, § 47A.

Part 4. Identification of Person(s) Found in Violation

Any person found in violation of this bylaw shall, when requested by an official authorized to enforce this bylaw, provide his or her full legal name, date of birth and address.

Part 5. Enforcement of Bylaw

This bylaw may be enforced through any lawful means in law or in equity, including, but not limited to, enforcement by criminal indictment or complaint pursuant to MGL c. 40, § 21 or by noncriminal disposition pursuant to MGL c. 40 § 21D, by the Board of Selectmen, the Town Manager, or their duly authorized agents, or any police officer.

Part 6. Penalties

The fine for violation of this bylaw shall be \$300 for each offense. Any penalty imposed under this bylaw shall be in addition to any civil penalty imposed under MGL c. 94C, § 32L.

Part 7. Severability

In the event that any provision, section or clause of this bylaw is hereafter judicially found to be invalid, such decision, invalidity or voidance shall not affect the validity of the remaining portion of these regulations.

Recommended by the Board of Selectmen.

ARTICLE 25

To see if the Town will vote in accordance with M.G.L. c.40, §15A to transfer the care, custody, and control of the Henry T. Wing School and all of its buildings and grounds from the School Department, currently held for school purposes, to the Board of Selectmen, to be held for general municipal purposes, to be effective July 1, 2017, unless the School Committee votes to retain care, custody, and control of the facility past July 1, 2017 prior to the control being transferred to the Selectmen; or take any action relative thereto.

Recommended by the Board of Selectmen.

ARTICLE 26

To Elect the following Officers:

- One Board of Assessor member for a term of three years;
- One Board of Health member for a term of three years;
- Two Board of Selectmen members for a term of three years;
- One Constable for a term of three years;
- One Sandwich Housing Authority member for a term of five years;

One Sandwich Housing Authority member for an unexpired terms of two years;
One Town Clerk for a term of three years;
Two Planning Board members for a term of three years;
Two School Committee members for a term of three years;
Three Trustees of the Sandwich Public Library for a term of three years;
One Trustee of the Weston Memorial Fund for a term of three years;

and all other candidates that may appear on the official ballot,

and to vote YES or No on the following questions.

BALLOT QUESTION #1

Shall the Town of Sandwich be allowed to assess an additional \$1,300,000 in real estate and personal property taxes for the purpose of designing and constructing improvements to Sandwich public roads and related infrastructure, including all costs incidental and related thereto, for the fiscal year beginning July first, two thousand sixteen?

YES: _____

NO: _____

BALLOT QUESTION #2

Shall the Town of Sandwich be allowed to exempt from the provisions of proposition two and-one-half, so called, the amounts required to pay for the bonds issued for the purpose of designing and constructing a new police department headquarters, including equipment and furnishings and other costs incidental and related thereto, and for the purpose of designing and constructing improvements and remodeling, reconstructing and making extraordinary repairs to two fire department sub-stations located at the corner of Quaker Meetinghouse Road and Cotuit Road and at Route 6A in East Sandwich, including equipment and furnishings and all other costs incidental and related thereto?

YES: _____

NO: _____

BALLOT QUESTION #3

Shall the Town of Sandwich be allowed to assess an additional \$750,000 in real estate and personal property taxes for the purpose of providing fire department services for the fiscal year beginning July first, two thousand sixteen?

YES _____

NO _____

The polls for the election will be open at 7:00 a.m. and close at 8:00 p.m. on said

THURSDAY, THE FIFTH DAY OF MAY, 2016.

And you are hereby directed to serve this Warrant by posting attested copies thereof, one at the Town Hall, and one at each of the Post Offices in Sandwich, the last posting to be at least fourteen days prior to the time of holding said meeting,

given under our hands this 14th Day of April, 2016.

Frank Pannorfi, Chairman

Susan James, Vice Chairman

Peter Beauchemin

R. Patrick Ellis

Ralph A. Vitacco

SELECTMEN OF SANDWICH

I hereby certify that I have posted attested copies of this warrant at Sandwich Town Hall, Town Hall Annex, Sandwich Post Office, East Sandwich Post Office and Forestdale Post Office, all located within the Town of Sandwich, on

Date

Constable

Lapp, Doug

From: Jennings, William
Sent: Monday, March 28, 2016 1:52 PM
To: Lapp, Doug; Dunham, George
Cc: Jennings, William; Spahr, Mimi; Cherry, Robin
Subject: Request be added to Selectmen's Agenda - School Scholarship funds

Importance: High

<https://malegislature.gov/Laws/GeneralLaws/PartI/TitleIX/Chapter60/Section3C>

Hello,

I would like to be added to an upcoming Selectmen's agenda to see if we can get them to accept MGL Ch60 Section 3C. This is in regards to the Scholarship funds for graduating Sandwich High School Students that are under our control. By accepting this statute this will allow for both principal and interest to be spent on these scholarships.

In the current interest rate environment, some of our scholarship funds are making well under \$100/ year in interest income. The Sarah Bradley Scholarship for example made \$2.46 in interest in FY15.

Without the adoption of this section, we may not be able to fund any more scholarships in the near future.

Thanks,
Bill

Bill Jennings
Treasurer/ Collector
Town of Sandwich
Phone: (508) 888 – 6508 - Treasurer's Office
(508) 833-8012 - Tax Collector Office
Fax: (508) 888 - 8655

**PART I** ADMINISTRATION OF THE GOVERNMENT**TITLE IX** TAXATION**CHAPTER 60** COLLECTION OF LOCAL TAXES**Section 3C** City or town scholarship fund; donation; deposits; distribution

Section 3C. Any city or town which accepts the provisions of this section or has previously accepted chapter one hundred and ninety-four of the acts of nineteen hundred and eighty-six is hereby authorized, subject to the approval of the commissioner, to design and designate a place on its municipal tax bills, or the motor vehicle excise tax bills, or to mail with such tax bills a separate form, whereby the taxpayers of said city or town can voluntarily check off, donate and pledge an amount not less than one dollar or such other designated amount which shall increase the amount otherwise due, and to establish a city or town scholarship fund, the purpose of which shall be to provide educational financial aid to deserving city and town residents in accordance with this section and to establish a city or town educational fund, the purpose of which shall be to provide supplemental educational funding for local educational needs or to provide funding for existing adult literacy programs.

Any amounts donated to the scholarship fund or educational fund shall be deposited into a special account in the general treasury and shall be in the custody of the treasurer. The treasurer shall invest said funds at the direction of the officer, board, commission, committee or other agency of the city or town who or which is otherwise authorized and required to invest trust funds of the city or town and subject to the same limitations applicable to trust fund investments, except as otherwise specified herein. Interest earned upon such fund shall remain therewith and shall be used for the purpose of said fund without further appropriation.

In any city or town establishing a scholarship fund, there shall be a scholarship committee and educational fund committee to consist of the superintendent of the city or town schools or designee thereof, and no fewer than four residents of the city or town appointed by the board of selectmen to a term of three years. The scholarship committee or educational fund committee shall select the recipients of and amounts of financial aid from the scholarship fund and educational fund and shall be guided by any criteria established by the scholarship committee or educational fund committee subject to any ordinance or by-law and further subject to the following criteria:

(a) The recipients of financial aid must be residents of the city or town at the time the financial aid is first awarded and have been accepted to pursue education beyond the secondary school level at an institution deemed accredited by the committee.

(b) The committee shall take into consideration each recipients financial need, character, scholastic record and involvement in community work as well as extracurricular school activities.

The scholarship committee may distribute financial aid from both interest and principal of the fund, without further appropriation. The scholarship committee shall establish a procedure for determining at least on an annual basis the amounts or percentage of the funds that shall be authorized for distribution and for notifying the investing officer or agency so that the funds may be made available in a timely manner and with a minimum of penalties.

CAPITAL OUTLAY EXPENDITURE EXCLUSION - PUBLIC ROADS & INFRASTRUCTURE

Requested COEE Amount = \$1,300,000

	<u>Total Amount</u>	<u>Annual Cost to Ave. Taxpayer</u>	<u>Monthly Cost to Ave. Taxpayer</u>
FY 2017 Only	1,300,000	\$123.91	\$10.33

Assumptions:

- Amount of COEE = 1,300,000
 - Total Town Valuation = 3,823,133,300
 - Average Home Value = 364,400
-

OVERRIDE COST FOR 8 EMS/FIRE OFFICERS

Requested Override Amount = \$750,000

	<u>Total Amount</u>	<u>Annual Cost to Ave. Taxpayer</u>	<u>Monthly Cost to Ave. Taxpayer</u>
FY 2017 & Beyond	750,000	\$71.49	\$5.96

Assumptions:

- Amount of Override = 750,000
- Total Town Valuation = 3,823,133,300
- Average Home Value = 364,400

DEBT EXCLUSION FOR PUBLIC SAFETY FACILITIES

Requested Debt Exclusion Amount = \$18,000,000

	<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	720,000	604,800	1,324,800	\$126.27	\$10.52
FY 2020	720,000	579,600	1,299,600	\$123.87	\$10.32
FY 2021	720,000	554,400	1,274,400	\$121.47	\$10.12
FY 2022	720,000	529,200	1,249,200	\$119.07	\$9.92
FY 2023	720,000	504,000	1,224,000	\$116.66	\$9.72
FY 2024	720,000	478,800	1,198,800	\$114.26	\$9.52
FY 2025	720,000	453,600	1,173,600	\$111.86	\$9.32
FY 2026	720,000	428,400	1,148,400	\$109.46	\$9.12
FY 2027	720,000	403,200	1,123,200	\$107.06	\$8.92
FY'2028	720,000	378,000	1,098,000	\$104.66	\$8.72
FY 2029	720,000	352,800	1,072,800	\$102.25	\$8.52
FY 2030	720,000	327,600	1,047,600	\$99.85	\$8.32
FY 2031	720,000	302,400	1,022,400	\$97.45	\$8.12
FY 2032	720,000	277,200	997,200	\$95.05	\$7.92
FY 2033	720,000	252,000	972,000	\$92.65	\$7.72
FY 2034	720,000	226,800	946,800	\$90.24	\$7.52
FY 2035	720,000	201,600	921,600	\$87.84	\$7.32
FY 2036	720,000	176,400	896,400	\$85.44	\$7.12
FY 2037	720,000	151,200	871,200	\$83.04	\$6.92
FY 2038	720,000	126,000	846,000	\$80.64	\$6.72
FY 2039	720,000	100,800	820,800	\$78.23	\$6.52
FY 2040	720,000	75,600	795,600	\$75.83	\$6.32
FY 2041	720,000	50,400	770,400	\$73.43	\$6.12
FY 2042	720,000	25,200	745,200	\$71.03	\$5.92
FY 2043	720,000	0	720,000	\$68.63	\$5.72
	18,000,000	7,560,000	25,560,000	2,436	

Assumptions:

- Amount of Bond = 18,000,000
- Term of Bond in Years = 25
- Interest Rate of Bond = 3.50%
- Total Town Valuation = 3,823,133,300
- Average Home Value = 364,400

ARTICLES 12 – 14 – ESTIMATED TAX IMPACTS OF BALLOT QUESTIONS

Overall Assumptions – FY'16

• Total Town Valuation:	\$3,823,133,300
• Average Home Value:	\$364,400
• Average Tax Bill:	\$5,273

Article 12 & Ballot Question #1

• Purpose:	Public Roads & Infrastructure Improvements
• Amount:	\$1,300,000 – No Interest Payments
• Type:	Capital Outlay Expenditure Exclusion
• Length of Tax Impact:	One Fiscal Year Only
• When Tax Impact Takes Effect:	FY'17 Only
• Estimated Tax Impact for Average Valued Home:	\$124

Article 13 & Ballot Question #2

• Purpose:	New Public Safety Buildings & Renovations
• Amount:	\$18,000,000 – With Additional Interest Payments
• Type:	Debt Exclusion
• Length of Tax Impact:	Only for the Term of the Bonds (Likely 25 Years)
• When Tax Impact Takes Effect:	Likely FY'20
• Estimated Tax Impact for Average Valued Home Over 25 Years:	\$97

Article 14 & Ballot Question #3

• Purpose:	Hiring 8 EMS/Fire Officers to Staff East Sandwich Station
• Amount:	\$750,000
• Type:	Override
• Length of Tax Impact:	Permanent
• When Tax Impact Takes Effect:	FY'17
• Estimated Tax Impact for Average Valued Home:	\$71

DILBERT

by Scott Adams



VACATION ARTIST: DONNA OATNEY

3-28-16 © 2016 Scott Adams, Inc. /Dist. by Universal Uclick

®

LONG RANGE PLAN – BOARD OF SELECTMEN 2015~~6~~ UPDATE

MISSION STATEMENT

The government of the Town of Sandwich will provide the public with the highest, most efficient and effective level of service with the resources available in a manner that exemplifies honesty, integrity and a commitment to public service while honoring our rich history, protecting our environment and responsibly planning for our future.

SUMMARY OF LONG RANGE PLAN

The purpose of the Long Range Plan (LRP) is to annually project the future needs of the Town and identify the primary issues and projects on which the Town will focus, and to report this to Town Meeting (Section 4.2.5(i) of Town Charter). The vision that forms the basis for the LRP is articulated in detail in the Local Comprehensive Plan (LCP) approved by Town Meeting in May 2009. The document below is long range in the sense that it takes us further than just one budget cycle. It is meant to define the next few steps of the journey to the vision set forth in the LCP and the other planning documents identified in the Attachments below. The Board of Selectmen and Town Meeting have already initiated many of these efforts, with progress continuing to be made on many fronts. Several of the items found in the Action Plan will also be voted on at the May ~~2, 2016~~, 2015 Annual Town Meeting and are addressed in the recommended FY'16 budget.

INTRODUCTION

Guiding principles followed in developing the LRP include:

- Adequate staffing takes precedence over new buildings
- Realistic limitations of a large population & small tax base need to be considered
- Proposition 2.5 funding limitations need to guide wage / compensation packages
- Funding sources & tax impacts of proposed actions will be identified during the planning phase

ACTION PLAN

(* = proposed action item leader)

1. Improved Delivery of Existing Services

a. ~~Fully C~~omplete consolidation & unification of financial systems with School & Town with activation of new Assessing Department software program – July 2016 - School Director of Finance & Business Operations*, Information Technology Director*, Finance Director*, Town Treasurer / Collector, Director of Assessing, School Information Technology Staff

~~i. Assessing Department implements new software program— July 2015~~

b. Outline & prioritize General Government staffing & reorganization implementation plan – 20165 & Beyond – Board of Selectmen & Town Manager*

i. Continue to assess effectiveness of delivery of services when vacancies occur & make appropriate organizational changes when prudent

ii. Prioritize new positions & organizational changes needed to improve the delivery of General Government services and address staffing shortfallsnot requiring override or substantial reallocation of funds to implement

~~iii. Prioritize positions requiring override or substantial reallocation of funds to implement~~

~~iv. Present & fund reorganization plan to address organizational chart deficiencies~~

~~v. Identify & fund chronically underfunded operating budget accounts to more closely match expenses~~

c. Continued review of Pay-As-You-Throw Program – 20165 & Beyond – Director of Public Works*

i. ~~Eliminate tax subsidized operation to a~~Continue full fee for service operations and recommend fees changes, when appropriate – May 20165 & Beyond

ii. Work with Upper Cape towns to determine set actual closing date and any future use of Upper Cape Regional Transfer Station on Joint Base Cape Cod – 20165 & Beyond

d. Determine any potential fulfillment of ~~Continue progress on recreational facilities & Sandwich Hollows Recreation Master Plan – 20165 & Beyond – Town Manager's Office*, Recreation Director, Golf Director~~

e. Continue prioritization of Tax Title Redemption & Foreclosure Process – 2016 & Beyond with Latest Update July 2016– Board of Selectmen, Town Treasurer/Collector*

f. Continue Substance Abuse Prevention Committee efforts locally, with particular attention paid to MMA Model Program, & continue to play a lead role in regional effortsfocus on regional grant request to federal Drug-Free Community program– 20165 & Beyond –

Substance Abuse Prevention Committee*, Barnstable County, Board of Selectmen, School Committee, Public Health Nurse

g. Continue to support the implementation of STEM Program & Project Lead-The-Way Efforts – 2016 & Beyond – School Committee*, Superintendent of Schools

h. Work cooperatively with School Committee, School Administration, and Town staff to discuss future needs, funding priorities, services, and how changing demographics will impact future budgets & services — 2016 & Beyond — Board of Selectmen*, School Committee & Department, Town Staff, Finance Committee

i. Create a plan for distribution of revenues for municipal and school services with a more equitable distribution of future funding

ii. Develop a 5-year transitional plan on future funding

iii. Keep budget review process and timeframes to be in compliance with Town Charter

iv. Explore various methodologies for reapportionment (i.e., \$, %, other forms)

v. Negotiate a MOU with School Committee to utilize annual School Choice revenues, to offset taxpayer contribution amount

vi. Convene summit to start discussions about future priorities & follow through with additional meetings to develop a consensus plan, if possible — June 2016

vii. Determine if changing demographics can lead to a reallocation of school funding to address long-delayed municipal needs

viii. Determine long-range capital needs & address appropriate ways to fund these needs

ix. Ask School Committee to reassess School Choice policy if reducing enrollments further will create opportunities for saving while still maintaining educational services

h. Work cooperatively with Town staff, Departments, School Committee and School Administration, to discuss future needs, funding priorities, services, and how changing demographics will impact future budgets, services, and capital needs – 2016 & Beyond – Board of Selectmen*, School Committee & Department, Town Staff, Finance Committee, Capital Improvement Planning Committee

i. Convene a summit of stakeholders to analyze current and projected demographics, assess resources and upcoming needs, develop achievable goals, and begin discussions about future priorities related to any changing demographics – June 2016

ii. Follow through with additional meetings to develop a consensus plan for implementing any recommended strategies for transition or reapportionment of resource allocation – Summer/Fall 2016

iii. Explore and recommend various funding approaches designed to meet goals and long-range capital needs with the least impact on taxes - Summer/Fall 2016

iv. Keep budget review process and timeframes to be in compliance with the Town Charter

ih. Continue review & implementation of Implement relevant recommendations from Beach Management Plan & enforce dune protection efforts – 20165 & Beyond – Recreation Director*, Natural Resources Director, Director of Public Works, Public Facilities Director

i. Appropriate funding for recommended capital improvements—May 2015 & Beyond

ii. Initiate maintenance plan for beach parking lots & cleanliness of beach areas with implementation contingent upon proper funding—2015 & Beyond

2. Capital Asset Management

a. Lead funding effort for new Refocus public safety planning proposalefforts – 2016 ATM5 – Board of Selectmen*, Public Safety Planning Group, Consultants

i. Develop plan on future use, sale, etc. of public safety properties being replaced by new facilities – 2016 & Beyond Conduct public process on chosen alternative(s)– including website outreach, public feedback, public outreach & listening meetings, etc.—2015

ii. Present public safety building infrastructure & personnel plan supported by Board of Selectmen to future Town Meeting(s)—Fall 2015

iii. Complete & monitor Successfully implementation of public safety civilian dispatch locally – FY'16 & FY'17

iiii. Continue to participate in ongoing discussion about regional efforts for joint 911 dispatch services for Barnstable County – 20165 & Beyond – Board of Selectmen, Town Manager, Chief of Police, Fire Chief

b. Public roads and public infrastructure improvements & recommend the continuation of Selectmen's 5-year road funding plan – 20165 & Beyond – Board of Selectmen, Director of Public Works

i. Determine recommended capital funding alternative(s) & present to Town Meeting & voters—2015 & Beyond

ii. Lobby Governor & State House for additional Ch. 90 appropriations & more timely release of approved Ch. 90 funds – 2015 & Beyond

iii. Provide sufficient additional funding to DPW Budget to maintain roads & infrastructure at higher standard once larger-scale improvements have been completed

~~iiiv. Continue Implement~~ private road taking process for action at 2016~~5~~ & future Annual Town Meetings

~~c. Continue to study & educate ourselves on the Special Purpose Infrastructure Stabilization Fund to address appropriate capital needs, consider all funding mechanisms & timing to be determined – 2016 & Beyond – Board of Selectmen*, Town Manager's Office, Finance Director~~

~~de. Determine final recommendation to present to the public on future of Henry T. Wing School & seek appropriate Town Meeting action & funding Evaluate the developing School District Master Plan & adopt School Committee recommendation(s) – 2016~~5~~ & Beyond – School Committee*~~

~~i. Assist School Committee in implementing recommended actions from School District Master Plan – May 2015 & Beyond – School Committee, Board of Selectmen~~

~~ii. Support the decommissioning of the Henry T. Wing School for school purposes; School Department continued oversight of Wing School until any municipal services are relocated to the Wing School~~

~~iii. Continue professional re-living analysis of the Present final recommendation on Henry T. Wing School to the public after exploring private use of the building & seek appropriate Town Meeting action with associated public outreach & input – 2016~~5~~ & Beyond – Board of Selectmen, Capital Improvement Planning Committee, Consultants~~

~~iv. Present recommended decision & associated funding to future Town Meeting – 2015 & Beyond~~

~~ed. Follow-up on Long Range Capital Plan (LRCP) & recommendations presented to Board of Selectmen – 2016~~5~~ & Beyond – Board of Selectmen*, School Committee, Finance Committee, Capital Improvement Planning Committee~~

~~i. Consider warrant article(s) to fund relevant portions of the LRCP – 2016~~5~~ & Beyond~~

~~iiiv. Review LRCP for future changes and updates Draft an Updated LRCP – 2017~~5~~ & Beyond – Town Manager*, CIPC~~

~~fe. Revisit Complete construction project for Clark-Haddad Building when funding provided by 2016 Annual Town Meeting & continue review of future of Clark-Haddad Building & Deacon Eldred House with Consultant report & input to determine course of action, such as funding for these properties – Board of Selectmen, Capital Improvement Planning Committee, Community Preservation Committee, Consultants – 2016~~5~~ & Beyond~~

~~i. Seek appropriate funding when recommended course(s) of action determined – 2015 & Beyond~~

~~g. Work with Recreation Department, Recreation Committee, appropriate consultants, and public to re-establish a new skate park facility & fund accordingly at Town Meeting or through appropriate funding mechanism – 2017 – Recreation Director*, Recreation Committee, Facility Users~~

h. Submit an updated plan to the Selectmen to expand the delivery of senior & social services for capital & staffing needs and to fund needs accordingly – Council on Aging Director*, Public Health Nurse – 2016 & Beyond

3. Economic Development (Commercial Tax Base Growth & Job Creation)

a. Continue to achieve Comprehensive Water Resources Management Plan (CWRMP) milestones – per wastewater consultant's schedule – 20165 & Beyond – Health Director*, Water Quality Advisory Committee, Wastewater Consultant

i. Finalize CWRMP by July 1, 2017 deadline

ii. Proceed with recommendations of draft CWRMP & Interim Solutions Pplan and implement appropriate action items, where possible – 20165 & Beyond

iii. Continue Aactively participation in Barnstable County Section 208 planning efforts, including the establishment of bookends as solutions, & implement watershed recommendations where possible, while representing the interests of the Town of Sandwich, including participation in any initial pilot projects with neighboring communities – 2016 & Beyond

iv. Educate public on Federal and State Section 208 requirements and consequences of inaction with assistance from Cape Cod Commission & Water Quality Advisory Committee – 20165 & Beyond

v. Work with relevant private developers in meeting local CWRMP goals & regional Section 208 requirements, requiring them to pay their fair share of wastewater infrastructure improvements & operations – 2016 & Beyond

b. ~~Continue to assist successful~~ Make appropriate decision on – South Sandwich Village Center (SSVC) P&S process, work with developer & CCC to determine compliance with P&S, and determine what, if any, future actions to take if developer does not proceed ~~developer in permitting efforts & any potential zoning changes~~ – June 20165 & Beyond, if Proceeding

c. Continue to foster positive working relations with NRG ownership of Canal Station power plant and assist NRG with solar project & proposed Unit #3 projects any potential development / redevelopment and related infrastructure efforts – May 20152016 & Beyond – Town Manager*, Director of Assessing, Town Planner, Town Meeting

i. finalize Host Community Agreement & Tax Valuation Agreement on new Unit #3

ii. prudently plan for how any future New Growth revenue associated with Unit #3 is utilized, insuring funding within Proposition 2.5 limits is not used for future debt projects

d. Continue to focus on economic development efforts – 20165 & Beyond – Board of Selectmen, Town Manager's Office, Planning & Economic Development Director*, Director of Assessing, Sandwich Economic Initiative Corporation

i. ~~Continue on-going~~ Explore any RESET efforts-economic development opportunities with Cape Cod Commission (CCC) – 20165 & Beyond – Town Manger's Office, Appropriate Town Staff

~~1. Town land in SSSVC—RFP~~

~~2. Private land in SSSVC—CCC permitting efforts~~

~~3. Sandwich Industrial Park—Ch. H relevance, thresholds & locations~~

~~4. South Shore YMCA Property—open space & wastewater credits~~

ii. Continue MassDevelopment master planning effort for Town Marina and adjoining property with relevant stakeholders, including Army Corps of Engineers, NRG Canal – 20165 & Beyond

~~e. Implement appropriate Town staffing to further assist economic development efforts & review success of staffing to implement economic development goals; adjust as deemed appropriate—2015 & Beyond~~

~~ef.~~ Continue to explore infrastructure improvement efforts for enhanced economic development, considering all of the legal options available on a local, regional, state, and federal basis, including Water & Wastewater Infrastructure Fund implementation – 20165 & Beyond

4. Preserve and Protect Historic Character and Natural Resources

a. Continue extensive efforts to address beach erosion issues & lobby county, state, federal officials accordingly – 20165 & Beyond – Board of Selectmen, Town Manager, Natural Resources Director*, Woods Hole Group

i. Continue active participation with Army Corps of Engineers on active Section 111 & future Section 204 studies, various permitting & funding efforts – 20165 & Beyond

ii. Lobby state & federal officials for access to future sources of sand & proceed with Coastal Zone Management grants to permit nearshore sediment borrow source for future renourishment efforts – 20165 & Beyond

iii. ~~Continue to wA~~ork with federal and state delegation to secure additional appropriated funding for completion of fully permitted Beach Renourishment Project, including ~~funding of Hurricane Sandy & Tropical Storm Nemo FEMA requests~~, release of remaining State Environmental Bond Bill funds & maximizing potential Section 111 federal funding amount, ~~and coastal resiliency grant efforts~~ – 20165 & Beyond

iv. Work with federal and state delegation to secure funding for future completion of Old Harbor Inlet Stabilization Project – 20165 & Beyond

- b. Warrant articles for Community Preservation Committee recommendations with Selectmen pre-authorization prior to submission of Town-related & owned requests, particularly with limited funding available – 20165 & Beyond – Board of Selectmen*, Community Preservation Committee

- c. Meet with Sandwich Housing Authority to discuss progress on George Fernandes Way expansion project & ways to address Sandwich Affordable Housing Plan; continue joint efforts with Habitat for Humanity to construct home(s) in Sandwich, – Summer 20165 & Beyond – Board of Selectmen, Sandwich Housing Authority*

- d. Continue to review open space purchase priority list, particularly if large, desirable parcels become available – 20165 & Beyond – Board of Selectmen, Natural Resources Director*, Conservation Commission, Community Preservation Committee

ATTACHMENTS

Many of the action items and concepts expressed above are also addressed with much more specificity in numerous documents like the Local Comprehensive Plan, our annual multi-year financial projections, and various planning documents covering specific issue areas. A listing of all these documents – and the documents themselves – can be found on the Town’s website (www.sandwichmass.org) or viewed at the Office of the Board of Selectmen & Town Manager, Town Hall, 130 Main Street, Sandwich, MA 02563.

LONG RANGE PLAN – BOARD OF SELECTMEN 2016 UPDATE

MISSION STATEMENT

The government of the Town of Sandwich will provide the public with the highest, most efficient and effective level of service with the resources available in a manner that exemplifies honesty, integrity and a commitment to public service while honoring our rich history, protecting our environment and responsibly planning for our future.

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INTRODUCTION

Guiding principles followed in developing the LRP include:

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- Realistic limitations of a large population & small tax base need to be considered
- Proposition 2.5 funding limitations need to guide wage / compensation packages
- Funding sources & tax impacts of proposed actions will be identified during the planning phase

ACTION PLAN

(* = proposed action item leader)

1. Improved Delivery of Existing Services

- a. Fully complete consolidation & unification of financial systems with School & Town with activation of new Assessing Department software program – July 2016 - Finance Director*, Director of Assessing
- b. Outline & prioritize General Government staffing & reorganization implementation plan – 2016 & Beyond – Board of Selectmen & Town Manager*
 - i. Continue to assess effectiveness of delivery of services when vacancies occur & make appropriate organizational changes when prudent
 - ii. Prioritize new positions & organizational changes needed to improve the delivery of General Government services and address staffing shortfalls
- c. Continued review of Pay-As-You-Throw Program – 2016 & Beyond – Director of Public Works*
 - i. Continue full fee for service operations and recommend fees changes, when appropriate – May 2016 & Beyond
 - ii. Work with Upper Cape towns to determine future use of Upper Cape Regional Transfer Station on Joint Base Cape Cod – 2016 & Beyond
- d. Determine any potential fulfillment of Sandwich Hollows Recreation Master Plan – 2016 & Beyond – Town Manager’s Office*, Recreation Director, Golf Director
- e. Continue prioritization of Tax Title Redemption & Foreclosure Process – 2016 & Beyond with Latest Update July 2016– Board of Selectmen, Town Treasurer/Collector*
- f. Continue Substance Abuse Prevention Committee efforts locally, with particular attention paid to MMA Model Program, & continue to play a lead role in regional efforts– 2016 & Beyond – Substance Abuse Prevention Committee*, Barnstable County, Board of Selectmen, School Committee, Public Health Nurse
- g. Continue to support the STEM Program & Project Lead-The-Way Efforts – 2016 & Beyond – School Committee*, Superintendent of Schools
- h. Work cooperatively with Town staff, Departments, School Committee and School Administration, to discuss future needs, funding priorities, services, and how changing demographics will impact future budgets, services, and capital needs – 2016 & Beyond – Board of Selectmen*, School Committee & Department, Town Staff, Finance Committee, Capital Improvement Planning Committee

- i. Convene a summit of stakeholders to analyze current and projected demographics, assess resources and upcoming needs, develop achievable goals, and begin discussions about future priorities related to any changing demographics – June 2016
 - ii. Follow through with additional meetings to develop a consensus plan for implementing any recommended strategies for transition or reapportionment of resource allocation – Summer/Fall 2016
 - iii. Explore and recommend various funding approaches designed to meet goals and long-range capital needs with the least impact on taxes - Summer/Fall 2016
 - iv. Keep budget review process and timeframes to be in compliance with the Town Charter
- i. Continue review & implementation of relevant recommendations from Beach Management Plan & enforce dune protection efforts – 2016 & Beyond – Recreation Director*, Natural Resources Director, Director of Public Works, Public Facilities Director

2. Capital Asset Management

- a. Lead funding effort for new public safety planning proposal– 2016 ATM – Board of Selectmen*, Public Safety Planning Group, Consultants
 - i. Develop plan on future use, sale, etc. of public safety properties being replaced by new facilities – 2016 & Beyond
 - ii. Complete & monitor implementation of public safety civilian dispatch locally – FY'16 & FY'17
 - iii. Continue to participate in ongoing discussion about regional efforts for joint 911 dispatch services for Barnstable County – 2016 & Beyond – Board of Selectmen, Town Manager, Chief of Police, Fire Chief
- b. Public roads and public infrastructure improvements & recommend the continuation of Selectmen's 5-year road funding plan – 2016 & Beyond – Board of Selectmen, Director of Public Works
 - i. Lobby Governor & State House for additional Ch. 90 appropriations & more timely release of approved Ch. 90 funds – 2015 & Beyond
 - ii. Provide sufficient additional funding to DPW Budget to maintain roads & infrastructure at higher standard once larger-scale improvements have been completed
 - iii. Continue private road taking process for action at 2016 & future Annual Town Meetings
- c. Continue to study & educate ourselves on the Special Purpose Infrastructure Stabilization Fund to address appropriate capital needs, consider all funding mechanisms &

timing to be determined – 2016 & Beyond – Board of Selectmen*, Town Manager’s Office, Finance Director

d. Determine final recommendation to present to the public on future of Henry T. Wing School & seek appropriate Town Meeting action & funding– 2016 & Beyond – School Committee*

i. Present final recommendation on Henry T. Wing School to the public after exploring private use of the building & seek appropriate Town Meeting action– 2016 & Beyond – Board of Selectmen, Capital Improvement Planning Committee, Consultants

e. Follow-up on Long Range Capital Plan (LRCP) & recommendations presented to Board of Selectmen – 2016 & Beyond – Board of Selectmen*, School Committee, Finance Committee, Capital Improvement Planning Committee

i. Consider warrant article(s) to fund relevant portions of the LRCP – 2016 & Beyond

ii. Draft an Updated LRCP – 2017 & Beyond – Town Manager*, CIPC

f. Complete construction project for Clark-Haddad Building when funding provided by 2016 Annual Town Meeting & continue review of future of Deacon Eldred House with Consultant report & input to determine course of action, such as funding – Board of Selectmen, Capital Improvement Planning Committee, Community Preservation Committee, Consultants – 2016 & Beyond

g. Work with Recreation Department, Recreation Committee, appropriate consultants, and public to re-establish a new skate park facility & fund accordingly at Town Meeting or through appropriate funding mechanism – 2017 – Recreation Director*, Recreation Committee, Facility Users

h. Submit an updated plan to the Selectmen to expand the delivery of senior & social services for capital & staffing needs and to fund needs accordingly – Council on Aging Director*, Public Health Nurse – 2016 & Beyond

3. Economic Development (Commercial Tax Base Growth & Job Creation)

a. Continue to achieve Comprehensive Water Resources Management Plan (CWRMP) milestones – per wastewater consultant’s schedule – 2016 & Beyond – Health Director*, Water Quality Advisory Committee, Wastewater Consultant

i. Finalize CWRMP by July 1, 2017 deadline

ii. Proceed with recommendations of draft CWRMP & Interim Solutions Plan and implement appropriate action items, where possible – 2016 & Beyond

iii. Continue active participation in Barnstable County Section 208 planning efforts, including the establishment of bookends as solutions, & implement watershed recommendations where possible, while representing the interests of the Town of

Sandwich, including participation in any initial pilot projects with neighboring communities – 2016 & Beyond

iv. Educate public on Federal and State Section 208 requirements and consequences of inaction with assistance from Cape Cod Commission & Water Quality Advisory Committee – 2016 & Beyond

v. Work with relevant private developers in meeting local CWRMP goals & regional Section 208 requirements, requiring them to pay their fair share of wastewater infrastructure improvements & operations – 2016 & Beyond

b. Make appropriate decision on South Sandwich Village Center (SSVC) P&S process, work with developer & CCC to determine compliance with P&S, and determine what, if any, future actions to take if developer does not proceed – June 2016 & Beyond, if Proceeding

c. Continue to foster positive working relations with NRG ownership of Canal Station power plant and assist NRG with solar project & proposed Unit #3 projects and related infrastructure efforts – 2016 & Beyond – Town Manager*, Director of Assessing, Town Planner, Town Meeting

i. finalize Host Community Agreement & Tax Valuation Agreement on new Unit #3

ii. prudently plan for how any future New Growth revenue associated with Unit #3 is utilized, insuring funding within Proposition 2.5 limits is not used for future debt projects

d. Continue to focus on economic development efforts – 2016 & Beyond – Board of Selectmen, Town Manager's Office, Planning & Economic Development Director*, Director of Assessing, Sandwich Economic Initiative Corporation

i. Explore any economic development opportunities with Cape Cod Commission (CCC) – 2016 & Beyond – Town Manger's Office, Appropriate Town Staff

ii. Continue MassDevelopment master planning effort for Town Marina and adjoining property with relevant stakeholders, including Army Corps of Engineers, NRG Canal – 2016 & Beyond

e. Continue to explore infrastructure improvement efforts for enhanced economic development, considering all of the legal options available on a local, regional, state, and federal basis, including Water & Wastewater Infrastructure Fund implementation – 2016 & Beyond

4. Preserve and Protect Historic Character and Natural Resources

a. Continue extensive efforts to address beach erosion issues & lobby county, state, federal officials accordingly – 2016 & Beyond – Board of Selectmen, Town Manager, Natural Resources Director*, Woods Hole Group

- i. Continue active participation with Army Corps of Engineers on active Section 111 & future Section 204 studies, various permitting & funding efforts – 2016 & Beyond
 - ii. Lobby state & federal officials for access to future sources of sand & proceed with Coastal Zone Management grants to permit nearshore sediment borrow source for future renourishment efforts – 2016 & Beyond
 - iii. Continue to work with federal and state delegation to secure additional appropriated funding for completion of fully permitted Beach Renourishment Project, including release of remaining State Environmental Bond Bill funds & maximizing potential Section 111 federal funding amount – 2016 & Beyond
 - iv. Work with federal and state delegation to secure funding for future completion of Old Harbor Inlet Stabilization Project – 2016 & Beyond
- b. Warrant articles for Community Preservation Committee recommendations with Selectmen pre-authorization prior to submission of Town-related & owned requests, particularly with limited funding available – 2016 & Beyond – Board of Selectmen*, Community Preservation Committee
 - c. Meet with Sandwich Housing Authority to discuss progress on George Fernandes Way expansion project & ways to address Sandwich Affordable Housing Plan; continue joint efforts with Habitat for Humanity to construct home(s) in Sandwich, – Summer 2016 & Beyond – Board of Selectmen, Sandwich Housing Authority*
 - d. Continue to review open space purchase priority list, particularly if large, desirable parcels become available – 2016 & Beyond – Board of Selectmen, Natural Resources Director*, Conservation Commission, Community Preservation Committee

ATTACHMENTS

Many of the action items and concepts expressed above are also addressed with much more specificity in numerous documents like the Local Comprehensive Plan, our annual multi-year financial projections, and various planning documents covering specific issue areas. A listing of all these documents – and the documents themselves – can be found on the Town's website (www.sandwichmass.org) or viewed at the Office of the Board of Selectmen & Town Manager, Town Hall, 130 Main Street, Sandwich, MA 02563.

Public Safety Planning Project
Board of Selectmen Meeting: 3/17/2016

- Current proposal approved by Selectmen ***reflects public input***.
 - Includes three (3) staffed Fire/EMS substations
 - Maintains current Rt. 6A headquarters
 - Adds new dormitory to staff current East Sandwich Fire/EMS substation
 - Adds new Fire/EMS substation at corner of QMR/Cotuit Rd.
 - Enables the closure of Forestdale Fire Station
 - Requires \$750,000 override to hire (8) EMS/Fire personnel
 - Includes new Police headquarters at corner of QMR/Cotuit Rd.
 - Enables the closure of current Police headquarters
 - Significantly lower cost compared to original \$30 million proposal
 - Current cost estimate: \$16 - \$18 million range
 - Significantly smaller footprint compared to original proposal
 - Combined 23,000 sq. ft. vs. original 71,000 sq. ft. proposal
- ***Construction costs are increasing*** at approximately 6% annually
- ***Timeline***, from the date of Town Meeting & ballot approval:
 - 10 months for architects to finalize design and construction documents, plus
 - 1½ - 2 years for bidding and construction
 - FY19 construction complete
- ***Info yet to come*** by end of March:
 - Much more detailed, line-by-line cost estimate prepared by independent professional cost estimator
 - Artistic rendering of exterior of buildings



EXISTING FIELD
PARKING ENTRANCE

QUAKER MEETING HOUSE ROAD

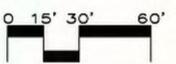
COTUIT ROAD

POLICE STATION

**FIRE
SUB-STATION**

PARKING COUNT
29 VISITOR AT POLICE
54 STAFF AND CRUISERS AT POLICE
8 AT SUB STATION
5 ADA COMPLIANT SPACES

FOR ALL ABBREVIATIONS, SYMBOL LEGENDS,
AND GENERAL NOTES SEE SHEET R0.01



**SANDWICH
PUBLIC SAFETY
COMPLEX**

QUAKER MEETING HOUSE ROAD
SANDWICH, MA

PROJECT NO.: 11049 DRAWN BY: DM
SITE PLAN

DRAWING NO.:
L1.00

NOTE:
THESE DOCUMENTS ARE NOT THE CONTRACT DOCUMENTS. THIS SET IS ISSUED SOLELY FOR THE CONVENIENCE OF THE CONSTRUCTION MANAGER. IT IS A COMPLETION OF THE BID DOCUMENTS AND PUBLISHED ADDENDUM. THESE DOCUMENTS DO NOT SUPERSEDE OR ALTER THE REQUIREMENTS OF THE CONTRACT DRAWINGS. THE COMPLETENESS AND/OR ACCURACY OF THE COMPLETED INFORMATION IS NOT GUARANTEED AND THE DESIGNER ACCEPTS NO ADDITIONAL LIABILITIES BASED ON THEIR USE BY THE OWNER, CONSTRUCTION MANAGER, SUBCONTRACTORS, MATERIAL SUPPLIERS, OR OTHERS.

ISSUE DATE	
DATE	DESCRIPTION
1/08/2014	ISSUED FOR BIDDING AND CONSTRUCTION

REVISIONS	
DATE	DESCRIPTION

FOR ALL ABBREVIATIONS, SYMBOL LEGENDS, AND GENERAL NOTES SEE SHEET R0.01

CONCEPTUAL

KEY PLAN

SCALE: 1/8" = 1'-0"

PROJECT TRUE

SANDWICH POLICE STATION

SANDWICH, MA

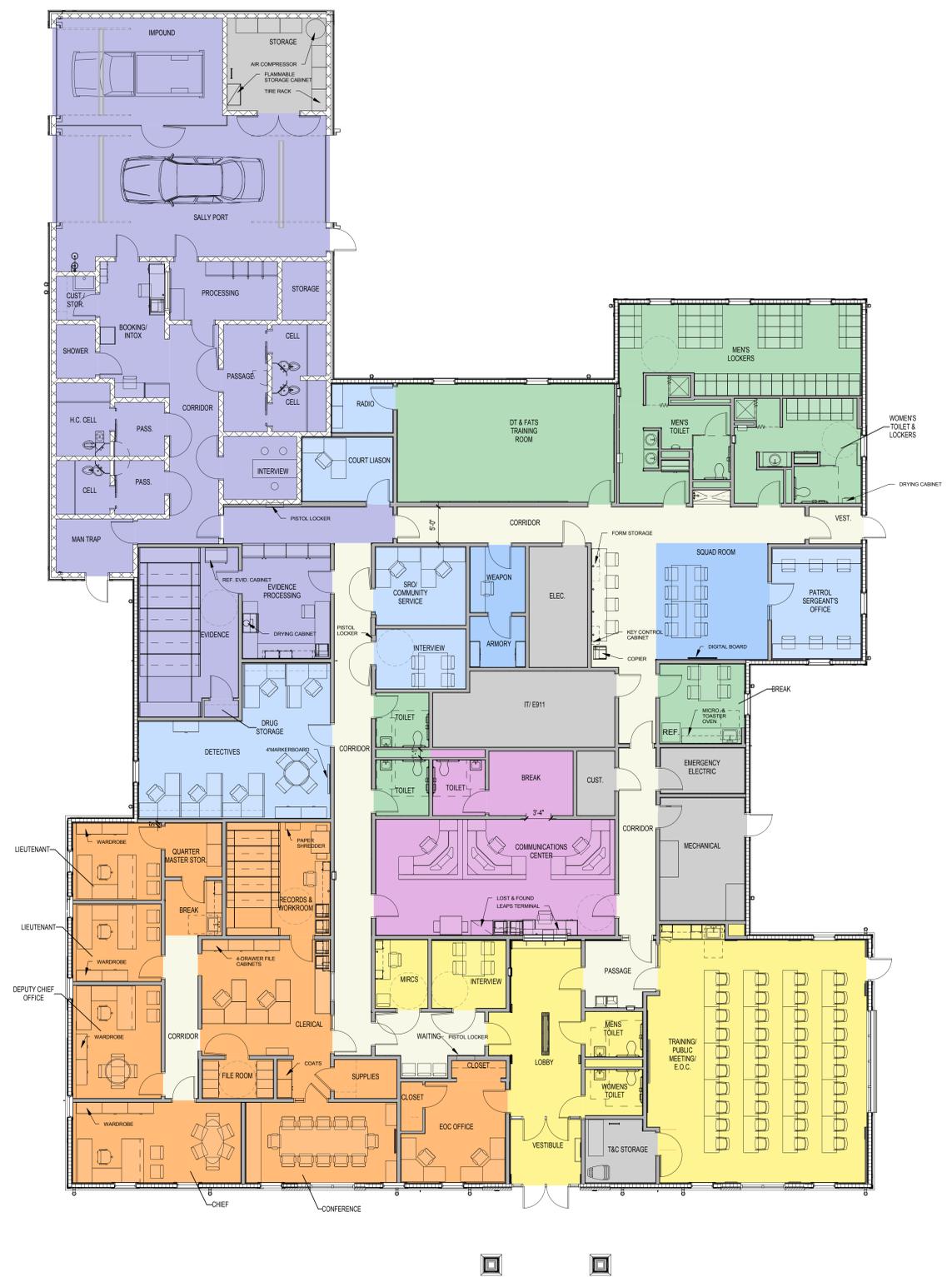
PROJECT NO.: 12019.00 DRAWN BY: YM

FURNITURE FLOOR PLAN

DRAWING NO.: **A13.01**

COLOR LEGEND

- PUBLIC/ SHARED
- POLICE DEPARTMENT
- CIRCULATION
- BUILDING SUPPORT
- ADMINISTRATION
- PRISONER & EVIDENCE PROCESSING/DETENTION
- OPERATIONS
- STAFF SUPPORT
- DISPATCH

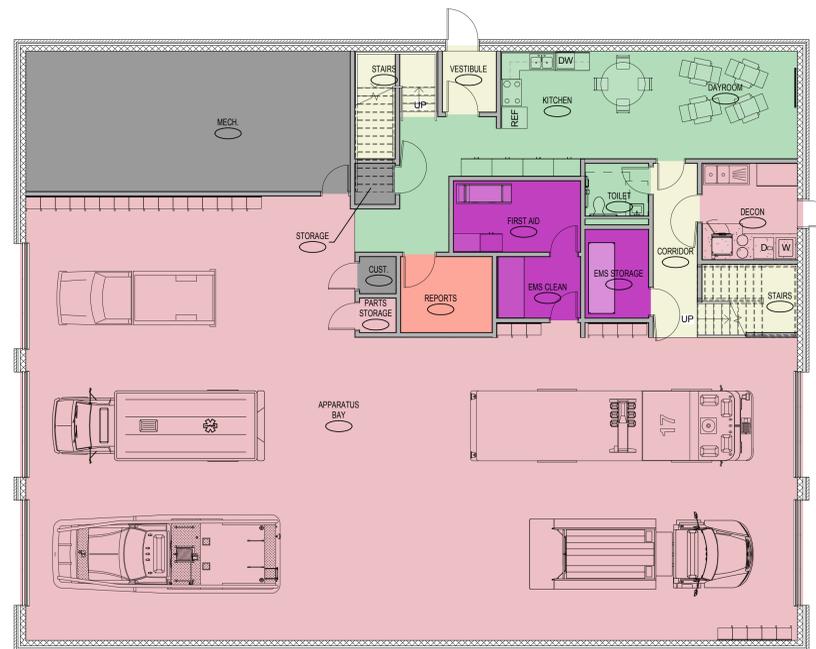


1 FURNITURE PLAN 13,664 sf
1/8" = 1'-0"

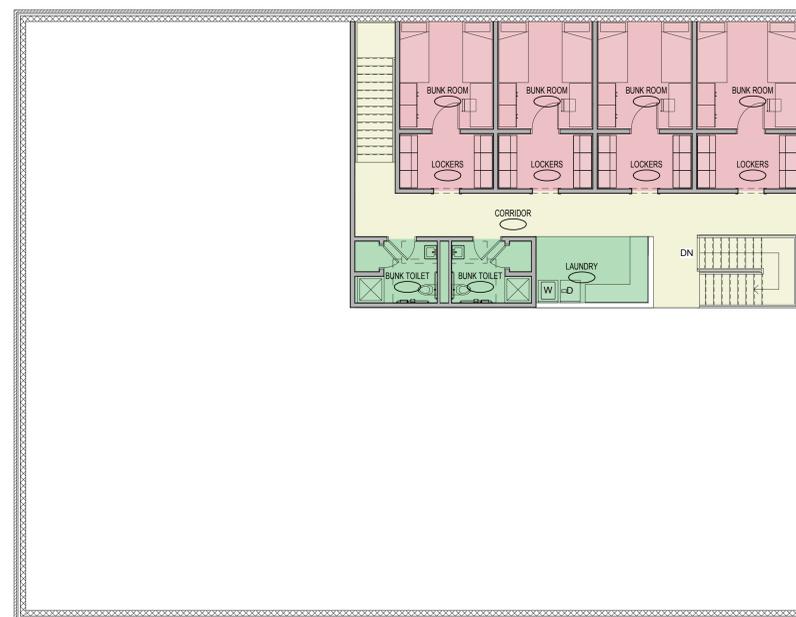
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DATE: 3/15/2016 9:48:57 AM
NOT FOR CONSTRUCTION

COLOR LEGEND

- FIRE DEPARTMENT
- CIRCULATION
- BUILDING SUPPORT
- FIRE ADMINISTRATION
- EMS
- STAFF SUPPORT



1 MAIN LEVEL 6,300.29 sf
1/8" = 1'-0"



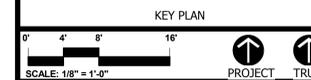
2 UPPER LEVEL 1769.29 sf
1/8" = 1'-0"

ISSUE DATE	
DATE	DESCRIPTION
07/13/10	

REVISIONS	
DATE	DESCRIPTION

FOR ALL ABBREVIATIONS, SYMBOL LEGENDS, AND GENERAL NOTES SEE SHEET R0.01

CONCEPTUAL



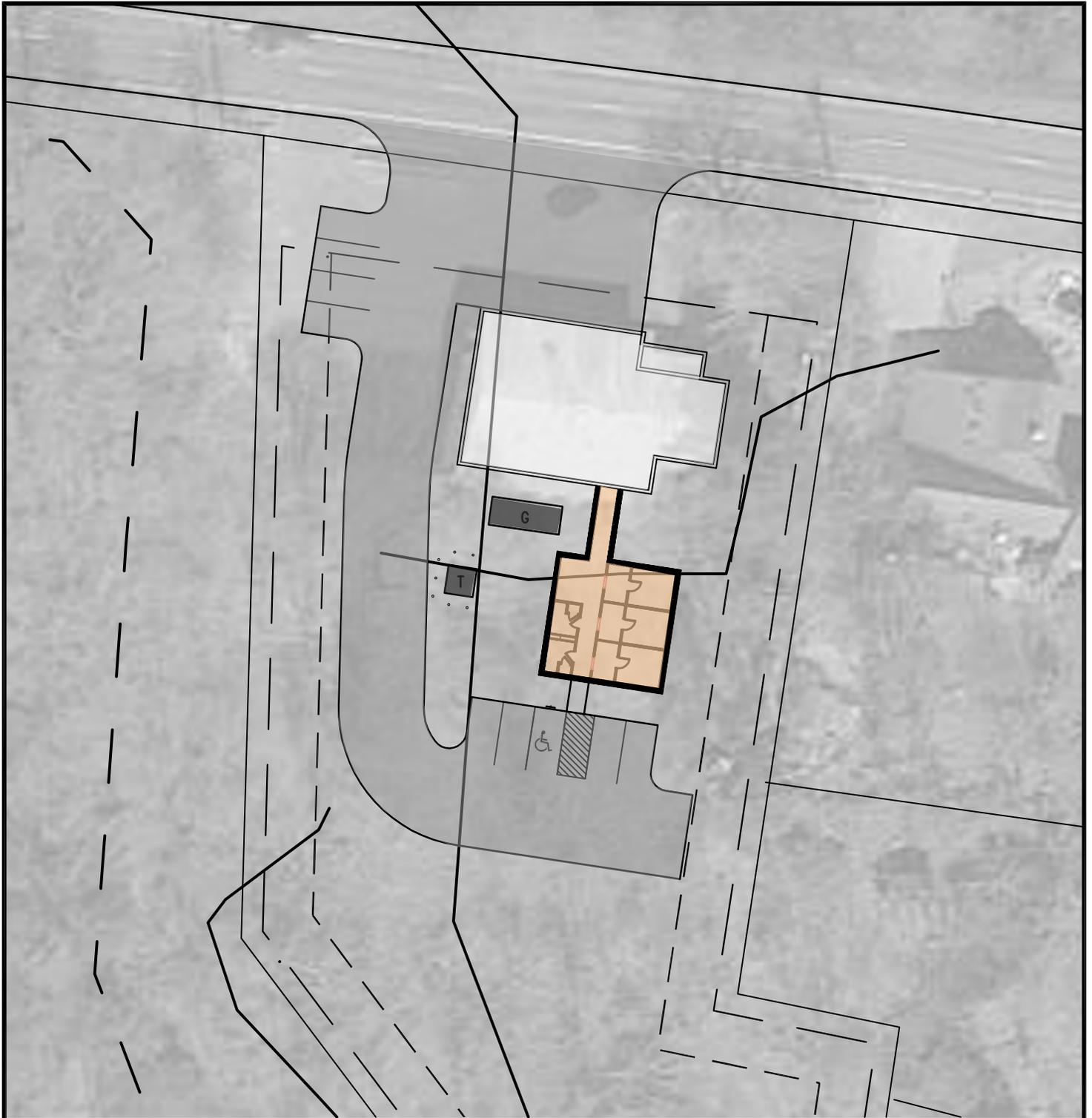
SANDWICH SUB STATION

PROJECT ADDRESS

PROJECT NO.: ##### DRAWN BY: YM

FLOOR PLANS

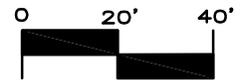
DRAWING NO.:
A1.01



STATION # 2 SITE PLAN



SANDWICH PUBLIC SAFETY STUDY

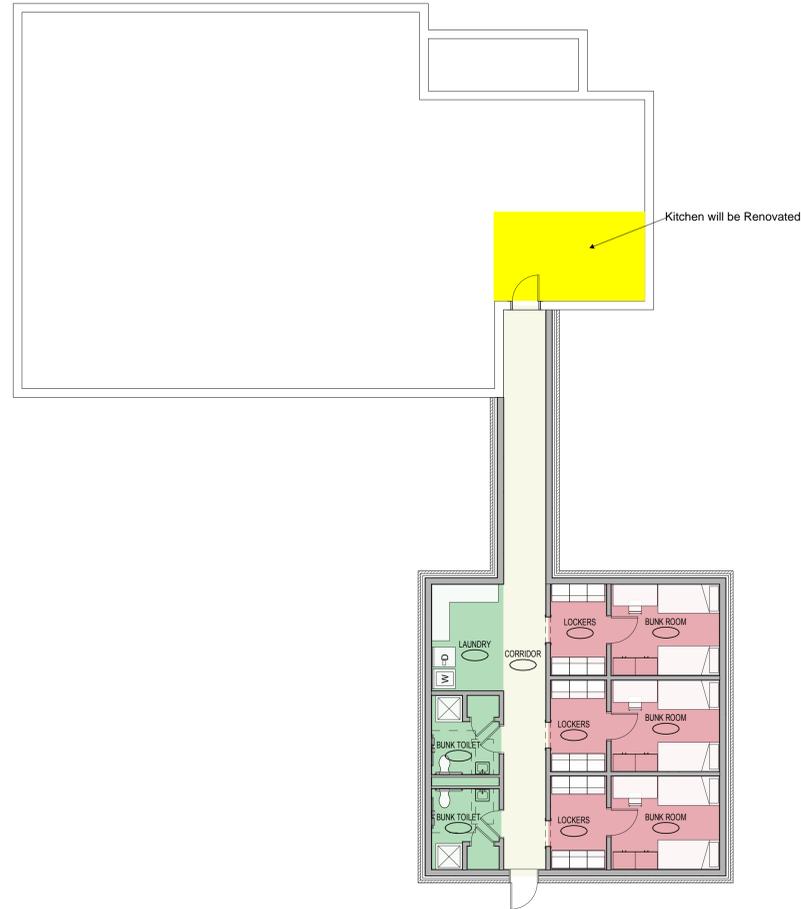


SANDWICH, MASSACHUSETTS
MARCH 2, 2016

KAESTLE BOOS
associates, inc

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NOT FOR CONSTRUCTION

COLOR LEGEND
 FIRE DEPARTMENT
 CIRCULATION
 STAFF SUPPORT



1 MAIN LEVEL (1,505.81 sf ADDITION)
1/8" = 1'-0"

FOR ALL ABBREVIATIONS, SYMBOL LEGENDS,
AND GENERAL NOTES SEE SHEET R0.01

CONCEPTUAL

KEY PLAN



**SANDWICH SUB
STATION #2**

PROJECT ADDRESS

PROJECT NO.: ##### DRAWN BY: YM

FLOOR PLANS

DRAWING NO.:
A1.01

TOWN MANAGER PERFORMANCE EVALUATION

Manager: _____ Review Period: _____

Reviewer: _____ Date of Review: _____

RATINGS:

1 = Poor Performance
2 = Needs Improvement
3 = Meets Expectations

4 = Exceeds Expectations
5 = Far Exceeds Expectations
N/A = Not Applicable or Not Observed

1. JOB PERFORMANCE

Rating: _____

Performs responsibilities as appropriate for the position. Work performance results in consistently high quality and quantity of work. Makes appropriate decisions and recommendations.

2. JOB KNOWLEDGE

Rating: _____

Demonstrates clear understanding of job responsibilities, procedural and departmental requirements. Has the necessary skills and knowledge required for the position.

3. MANAGEMENT ABILITIES

Rating: _____

Organizes work efforts of departments correctly. Supervises subordinates effectively. Promotes a positive working environment. Demonstrates professionalism, leadership, respect, and fairness.

4. COMMUNICATION & INTERPERSONAL SKILLS

Rating: _____

Provides information to the Selectmen and public in a courteous and professional manner. Communicates effectively with public and staff. Actively promotes the Town's interests.

5. TEAMWORK

Rating: _____

Promotes a good work attitude, motivation, enthusiasm and pride among staff. Openminded toward the ideas of others. Works harmoniously with staff, supervisors, and the general public.

6. EXTERNAL INTERACTIONS

Rating: _____

Maintains professional and productive relationships with autonomous and semi-autonomous groups and agencies (i.e., CCC, Legislators, SEIC, School Department, Public Library).

7. PROBLEM-SOLVING

Rating: _____

Anticipates and strives to prevent problems and overcome obstacles. Develops alternatives and implements practical and effective solutions in a timely manner. Adeptly handles personnel situations and issues.

8. CREATIVITY & INITIATIVE

Rating: _____

Willing to consider changes in policies and practices and to implement new ideas, programs, or solutions to problems.

9. FINANCIAL MANAGEMENT

Rating: _____

Accurately and concisely reports and projects the Town's financial condition. Management practices and policies designed to maintain and improve a sound financial condition.

10. HONESTY & INTEGRITY

Rating: _____

Ethical and impartial. Always tells the truth.

11. "ABOVE AND BEYOND"

Rating: _____

Performs tasks that are outside the normal scope of work for the position.

GOALS FOR UPCOMING YEAR:

A. _____

B. _____

C. _____

Selectmen Chairman Signature: _____ **Date:** _____

Town Manager Signature: _____ **Date:** _____

Notes and/or Comments (by the Manager and/or Selectmen):
