

Town of Sandwich
Annual Town Meeting

WARRANT

Monday, May 1, 2017

7:00 p.m. – Sandwich High School



BOARD OF SELECTMEN

Susan James, Chair
R. Patrick Ellis, Vice-Chair
Peter Beauchemin
Frank Pannorfi
David J. Sampson

MODERATOR

Garry N. Blank

FINANCE COMMITTEE

Robert Guerin, Chair
Mark Snyder, Vice-Chair
Matthew Anderson
Gwenn Dyson
Charles Holden
James Lehane
Richard Reilly
Anthony Teixeira
Laura Wing

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May 1, 2017 Annual Town Meeting

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**TOWN OF SANDWICH
2017 ANNUAL TOWN MEETING
May 1, 2017**

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 1, 2017, at 7:00 p.m.,

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

Thursday, May 4, 2017, 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 other 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 \$72,376,151.00, or any other amount, to defray Town expenses for the Fiscal Year July 1, 2017 to June 30, 2018 as itemized below in the third column entitled FY'18 Recommendation, or take any other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

Fiscal Year 2018 Finance Committee Budget Message:

In accordance with Section 7.2b of the Town Charter the Finance Committee hereby presents its Fiscal Year 2017 budget message to the residents and taxpayers of Sandwich.

Our town's financial condition remains sound, thanks to careful planning and prudent fiscal management. Our Town routinely adopts reasonable spending plans while modestly enhancing its reserves. Borrowing is done responsibly to support capital needs and maintain infrastructure. Good fiscal stewardship has enabled our Town to provide the education, public safety, public works and other municipal services that we residents expect and value. However, persistent headwinds present real obstacles to our progress.

As we have reported previously, our Town faces some significant budget and planning challenges, these include:

- Our town's revenue increases are constrained by law and can only rise modestly at an estimated annual rate of about 3.0% – 3.5%. With select costs routinely increasing at a greater rate, it remains difficult to maintain current service levels;
- Our largest expense is our schools, which, having absorbed significant declines in enrollment and consolidating buildings continue to struggle to contain expenses. Despite servicing far fewer students than 5 or 10 years ago, increasing education-related costs, including staff compensation and student services for children with disabilities, as well as ever escalating state tuition assessments continues to put pressure on the municipal budget;
- Significant capital projects remain to be funded, including: the renovation or disposal of the Wing School, unknown costs associated with beach restoration and to be determined costs for water resource management plus much needed road repairs and maintenance as well as existing fire station and other municipal building improvements; and,
- Health and other municipal employee insurance costs represent an ever-growing current and future town payable.

Despite these and other serious fiscal challenges that require a constant focus on cost containment, our longer-term budget outlook is not entirely gloomy. Town leaders have worked closely with NRG, the owner of the Canal Plant and have announced a multi-year, multi-million dollar agreement with NRG that will provide real and meaningful budget planning flexibility to town officials long-accustomed to simply making do; and could offer residential taxpayers a modest degree of real property tax relief.

The process of creating a spending plan with limited funds is always a challenge. It is hard work to build a budget that enables our schools, public safety and municipal services departments to continue to provide quality services within the confines of available resources. Many Town officials, both appointed and elected, work diligently to

create our budget. The Finance Committee appreciates their hard work, energy and effort. Their jobs are difficult and sometimes thankless.

The Finance Committee routinely provides meaningful, specific and actionable financial advice and recommendations to the School Committee, Board of Selectmen, Town staff and most importantly, to you the taxpayers and voters of Sandwich. Finance Committee members take their mission and work very seriously. We work diligently to deliver a complete, fair and reasonable assessment of the Town's financial plan, current budget and longer-term fiscal stewardship. We are grateful for the opportunity and honor we have to serve you our neighbors and fellow taxpayers.

Respectfully submitted,

Bob Guerin, Chairman
Mark I. Snyder, Vice Chairman
Matthew D. Anderson
Gwendolyn (Gwenn) Hope Dyson
Charles M. Holden
James J. Lehane
Richard J. Reilly
Anthony P. Teixeira
Laura B. Wing

FY'18 BUDGET TOTALS

No.	Department	FY'16 Appropriation	FY'17 Appropriation	FY'18 Recommendation
114	Moderator	450	450	450
123	Selectmen/Manager	467,269	479,632	497,081
	Personnel Expenses	244,875	414,500	259,426
131	Finance Committee	3,400	3,400	3,400
135	Accounting	226,810	214,338	208,269
141	Assessing	384,818	387,126	385,229
145	Treasurer	205,882	210,809	225,081
146	Tax Collector	201,800	197,601	202,711
147	Tax Title	35,000	35,000	35,000
151	Legal	300,000	300,000	300,000
152	Human Resources	170,163	176,338	181,656
161	Town Clerk	165,677	172,001	182,361
162	Elect. & Registration	60,750	70,250	50,250
171	Natural Resources	270,676	274,814	281,237
175	Planning & Development	222,299	218,046	218,160
190	Facilities Management	522,455	530,350	599,440
195	Town Reports	11,000	11,000	11,000
196	Bind Records	6,000	6,000	6,000
197	Info. Technology	529,329	537,012	574,902
	Total 100s	4,028,653	4,238,667	4,221,653
210	Police Department	4,098,264	4,333,512	4,479,098
220	Fire Department	3,211,210	3,273,122	3,409,792
241	Inspections	265,317	273,268	278,281
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	7,593,991	7,899,102	8,186,371
300	School Department	30,915,593	31,715,518	32,578,784
313	UCCRVTS	2,049,172	2,184,779	2,157,422
	Total 300s	32,964,765	33,900,297	34,736,206
410	DPW - Engineering	188,745	194,367	201,142
420	DPW	1,467,558	1,678,698	1,722,366
421	Snow & Ice	250,014	400,000	400,000
424	Streetlights	30,000	30,000	25,000
	Total 400s	1,936,317	2,303,065	2,348,508

No.	Department	FY'16 Appropriation	FY'17 Appropriation	FY'18 Recommendation
510	Health Department	187,330	191,771	199,288
522	Nursing Department	145,742	152,412	144,468
540	Social Services	35,000	35,000	35,000
541	COA	217,769	230,048	236,711
543	Veterans	45,500	55,500	73,000
Total 500s		573,290	664,731	688,467
610	Library	944,017	949,833	998,332
630	Recreation	155,787	161,834	170,252
650	DPW - Parks	20,850	20,850	25,850
671	Hoxie / Grist Mill	20,000	20,000	25,500
693	Memorial Day	1,200	1,200	1,200
694	Historic District	13,000	14,750	14,750
Total 600s		1,154,854	1,168,467	1,235,884
Operating Budget Subtotal:		48,309,921	50,174,329	51,417,089
135	Sanitation, Marina & SHGC Indirect Costs Transfers			45,000
171	Waterways Fund Transfer			7,500
220	Ambulance Fund Transfer			1,200,000
630	Beach & Recreation Account Transfers (incl. Sandy Neck)			237,572
650	Cemetery Trust Fund Transfer			25,000
671	Hoxie House / Grist Mill Transfer			27,500
Inter-Fund Transfers Subtotal:				1,542,572
132	Reserve Fund			500,000
710	Short Term Debt			50,000
750	Debt			2,566,171
910	Group Health Insurance			10,750,000
912	Medicare			674,160
940	Property & Liability Insurance			1,050,000
941	Unemployment Account			100,000
941	OPEB Trust Fund			100,000
950	Retirement Assessment			3,626,159
Other Budget Accounts Subtotal:				19,416,490
FY'18 BUDGET TOTAL:				72,376,151

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'18 enterprise fund budget for the Department of Public Works Sanitation Division, or take any other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee that \$1,038,839.00 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'18 enterprise fund budget for Sandwich Hollows Golf Club, or take any other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee that \$916,583.00 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, §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'18 enterprise fund budget for the Sandwich Marina – East Boat Basin, or take any other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee that \$1,755,220.00 be appropriated for said purpose.

ARTICLE 6

To see if the Town will vote to amend the Sandwich Town Bylaws by adding a new Section 2.11, Departmental Revolving Funds, to read as follows:

Section 2.11 Departmental Revolving Funds

Part 1. There are hereby established in the Town of Sandwich pursuant to the provisions of G.L. c.44, §53E½, the following Revolving Funds:

Revolving Fund	Authorized to Spend Fund	Revenue Source	Use of Fund
Recreation Programs	Recreation Director & Town Manager	Program fees & charges	Recreation programs
Solar Energy / Town Utilities	Facilities Director & Town Manager	Green energy payments	Town utility expenses
Town Hall Meeting Room	Facilities Director & Town Manager	Facility fees & charges	Town Hall & monitor expenses
Oak Crest Cove Expenses	Facilities Director & Town Manager	Facility fees & charges	Oak Crest Cove expenses
Sandwich: A Cape Cod Town Book	Town Clerk & Town Manager	Book sales & charges	Book-related expenses

Part 2. Expenditures from each revolving fund set forth herein shall be subject to the limitation established annually by Town Meeting or any increase therein as may be authorized in accordance with G.L. c.44, §53E½.

AND FURTHER,

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'18, to be expended under the direction of the Board of Selectmen, in accordance with the following list:

Revolving Account	Expenditure Limit
Recreation Programs	\$400,000
Solar Energy / Town Utilities	\$100,000
Town Hall Meeting Room	\$10,000
Oak Crest Cove Expenses	\$10,000
Sandwich: A Cape Cod Town Book	\$3,000

or take any other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 7

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 \$1,502,706.00, 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:

Natural Resources – Replace Pick-up Truck	38,685
Natural Resources – Ryder Conservation Land Utility Repairs	21,000
Facilities Department – Town Building Repairs/Improvements	125,000
Facilities Department – Town Neck Beach Portable Bathhouse	100,000
Police Department – Upgrade Portable Radios	52,000
Police Department – Vehicle Light Bars & Related Improvements	17,200
Fire Department – Ambulance Replacement w/Stretcher System	250,000
Fire Department – IV Medication Pumps	25,000
Fire Department – Extraction Tool Replacement	65,000
School Department – School Building Repairs/Improvements	125,000
School Department – SHS Hot Water System Improvements	50,000
School Department – School IT Networking & Infrastructure	175,000
DPW – Engineering Department – SUV Replacement	24,000
DPW – Highway Department – Paving Hot Box	45,000
DPW – Sanitation Department – Solid Waste Trailer	75,000
DPW – Sanitation Department – Replace Compost Area Walls	10,000
Health Department – Wastewater Planning & Implementation	150,000
Library Department – Library Building Improvements	120,811
Natural Resources – Buoys & Tackle	5,500
Natural Resources – Ryder Conservation Land Utility Survey	4,950
Natural Resources – Tractor Attachments	6,390
Natural Resources – Ryder Conservation Land Security Cameras	9,570
Fire Department – Fire Apparatus Mounting Hardware	3,000
<u>DPW – Highway Department – Stump Grinder Trailer</u>	<u>9,500</u>

Capital List Total 1,502,706

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 \$275,000.00, or any other amount, from the Ambulance Fund; transfer and appropriate the sum of \$85,000.00, or any other amount, from the DPW – Sanitation Enterprise Fund; and transfer and appropriate the sum of \$41,417.00, or any other amount, from unexpended balances in prior Library Department capital projects that were authorized by the May 4, 2015 Annual Town Meeting under Article 6 for elevator and fire alarm system improvements, to be expended under the direction of the Board of Selectmen, for a net FY'18 capital appropriation of \$1,101,289.00, or any other amount,

or take any other action relative thereto.

Recommended by the Board of Selectmen, Finance Committee, and Capital Improvement Planning Committee, with the exception that the Finance Committee and Capital Improvement Planning Committee Do Not Recommend the Town Neck Beach Portable Bathhouse project.

ARTICLE 8

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 \$250,000.00, or any other amount, to be transferred into the Stabilization Fund, or take any other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 9

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of \$45,346.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of funding the FY'18 Sandwich Promotions Fund as established under Chapter 227 of the Acts of 1997, or take any other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 10

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'18, or take any other 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 \$29,812.00, or any other amount, to be expended under the direction of the School Committee, from the Sandwich High School cellular antenna 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 other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 12

To see if the Town will vote to transfer and appropriate the sum of \$58,654.00, 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 other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 13

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), or take any other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee that \$1,300,000 be raised and appropriated for said purpose.

ARTICLE 14

To see if the Town will vote to supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied; or take any other action relative thereto.

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'18 Community Preservation budget and to appropriate from the Community Preservation Fund FY'18 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'18; 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'18 Budgeted Reserve for general Community Preservation Act purposes; and further to appropriate from the Community Preservation Fund a sum or sums of money for previously authorized Community Preservation Act debt payments; 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 appropriate under the Community Preservation Act – open space and recreation program, the sum of \$99,579.00, or any other amount, to be expended under the direction of the School Committee, for the purpose of securing professional services to design, permit, construct, and to rehabilitate and make extraordinary repairs to the Sandwich High School tennis courts located at 260 Quaker Meetinghouse Road; 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 appropriate under the Community Preservation Act – open space and recreation program, the sum of \$225,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of securing professional services to design, permit, construct, and to rehabilitate and make extraordinary repairs to the Sandwich Hollows Golf Club bunkers and tee boxes located at 1 Round Hill Road;

AND FURTHER,

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 \$50,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of securing professional services to design, permit, construct, and make extraordinary repairs to the Sandwich Hollows Golf Club bunkers and tee boxes located at 1 Round Hill Road;

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 authorize the Board of Selectmen to acquire by gift, purchase or eminent domain, or otherwise, on such terms and conditions as the Board of Selectmen deems in the best interests of the Town, for open space and water

protection purposes pursuant to the Community Preservation Act, all or a portion of the fee simple interest or lesser interest in two certain parcels of land off Old County Road shown on Assessor's Map 35 as Parcels 64 and 71, and further that said land shall be under the care, custody and control of the Conservation Commission, and as funding therefor to transfer and appropriate from the Community Preservation Fund the sum of \$125,000, or any other amount; and further to authorize the Board of Selectmen to grant a conservation restriction on said property, pursuant to G.L. c. 44B, sec. 12 and G.L. c. 184, secs. 31-33, and to execute any and all instruments as may be necessary on behalf of the Town to effect said purchase, 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 in accordance with the regulations issued by the Department of Revenue in the Informational Guideline Release No. 98-403 to accept the terms and conditions of the twenty year payment in lieu of tax agreement which is expected to be effective from Fiscal Year 2018 through Fiscal Year 2037 between the Town of Sandwich and NRG Renew Canal 1 LLC dated March 13, 2017 and entitled "Payment In Lieu Of Tax Agreement", a copy of which is on file with the Town Clerk's Office, or take any other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 20

To see if the Town will vote to amend the Sandwich Protective Zoning By-laws by amending the definition of Bed & Breakfast, and specifically by amending the last sentence, which currently reads:

"A Bed & Breakfast shall only be allowed in the following zoning districts: Residential-1, Residential-2, Business Limited-1, Business Limited-2, Ridge District and Shore District."

So that the definition for Bed & Breakfast will now read in its entirety:

"Bed & Breakfast – An owner-occupied dwelling for the rooming and boarding of guests. Food or beverage shall only be served to those who let a room in such a dwelling. A Bed & Breakfast shall not be considered a Home Occupation. A Bed & Breakfast shall require a special permit from the Zoning Board of Appeals. A Bed & Breakfast shall only be allowed as indicated in section 2200."

or take any other action relative thereto.

Recommended by the Board of Selectmen.

ARTICLE 21

To see if the Town will vote to amend the Sandwich Protective Zoning By-laws by adding a definition for Municipal Use to the Definitions section, which will read:

“**Municipal Use** – Any use of land or buildings owned or leased by the Town of Sandwich.”

or take any other action relative thereto.

Recommended by the Board of Selectmen.

ARTICLE 22

To see if the Town will vote to amend the Sandwich Protective Zoning By-laws by amending Article II, Use and Intensity Regulations, Section 2200, Use Regulation Schedule Notes, by striking the last sentence of Note 19, which currently reads:

“This requirement shall not apply to lots created on plans recorded prior to January 1, 1985.”

So that Use Regulation Schedule Note 19 will now read in its entirety:

“By special permit from Zoning Board of Appeals. Subject lot shall have at least twice the minimum lot area required for one principal single-family dwelling, at least the required frontage for one principal dwelling and both units shall satisfy the requirements of Section 2600.”

or take any other action relative thereto.

Recommended by the Board of Selectmen.

ARTICLE 23

To see if the Town will vote to amend the Sandwich Protective Zoning By-laws to comply with Section 29 of Chapter 219 of the Acts of 2016, by amending the last sentence of Section 1330 Special Permits, which currently reads:

“Construction or operations under a building or special permit shall conform to any subsequent amendment of the ordinance or by-law unless the use or construction is commenced within a period of not less than six (6) months after the issuance of the permit and, in cases involving construction, unless such construction is continued through to completion as continuously and expeditiously as is reasonable.”

So that the last sentence of Section 1330 will now read:

“Construction or operations under a building or special permit shall conform to any subsequent amendment of the by-law unless the use or construction is commenced within a period of not less than twelve (12) months after the issuance of the permit and, in cases involving construction, unless such construction is continued through to completion as continuously and expeditiously as is reasonable.”

or take any other action relative thereto.

Recommended by the Board of Selectmen.

ARTICLE 24

To see if the Town will vote to amend the Sandwich Protective Zoning By-laws by amending Section 1321.1, the submittal requirements for Variance Applications, to allow flexibility in the number of paper copies required, and to provide for electronic submissions, when appropriate, by striking the language shown below and adding the following paragraph shown in bold to the end of Section 1321.1.

So that Section 1321.1 will read in its entirety:

1321.1. Applications for variances shall include as part of the application to the Board of Appeals ~~ten (10) copies~~ of the following:

1. Completed application form.
2. Written request for waiver of any submission requirements.
3. A site plan prepared to a scale of 1" = 40' minimum, by a Massachusetts Registered Architect, Landscape Architect, Civil Engineer or Land Surveyor, illustrating the shape and location of the proposed building(s) and proposed addition(s).
4. A written narrative describing the variance requested describing the circumstances relating to the soil conditions, shape or topography of such land or structures that do not generally affect the zoning district in which it is located.

The Board of Appeals is authorized, upon receipt of a written request, to waive specific submission requirements of Section 1321.1 if the Board of Appeals deems a particular requirement to be duplicative or unnecessary. The granting of such waivers shall be deemed by the Board of Appeals to be in the public interest. The Board of Appeals shall include a written description of the waivers granted within the decision on the application.

Applications may be submitted electronically or by hard copy. The Department of Planning & Development is authorized to require up to ten (10) hard copies of all materials.

or take any other action relative thereto.

Recommended by the Board of Selectmen.

ARTICLE 25

To see if the Town will vote to amend the Sandwich Protective Zoning By-laws by amending Section 1340, the submittal requirements for Special Permit Applications, to allow flexibility in number of paper copies required, and to provide for electronic submissions, when appropriate, by deleting the language shown below and adding the following paragraph shown in bold to the end of Section 1340.

So that Section 1340 will read in its entirety:

1340. Applications for special permits and amendments to special permits ~~other than single family residential use,~~ shall include as part of the application to the Special Permit Granting Authority ~~ten (10) copies of~~ the following:

1. Completed application form;
2. Written request for waiver of any submission requirements;
3. Photographs of premises and all adjoining structures;
4. A site plan prepared to a scale of 1" = 40' minimum, by a Massachusetts Registered Architect, Landscape Architect, Civil Engineer or Land Surveyor, illustrating:
 - a) The shape and location of the proposed building(s) and proposed addition(s).
 - b) Vehicular and pedestrian circulation.
 - c) Proposed parking including service vehicles.
 - d) Entranceways, roadways, sidewalks and loading areas.
 - e) The general extent and nature of proposed cutting of natural vegetation and proposed planting and landscaping of disturbed areas.
 - f) The general intentions for proposed utilities, the location and size of septic tanks and leaching fields and the handling of surface drainage.
 - g) The general location and types of outdoor signs.
 - h) The general location and intent of outdoor lighting.
 - i) The general location and type of outdoor storage, fencing and screening.
 - j) Principal elevation at a scale of 1/16" = 1' minimum, showing:
 1. The general massing and height of the proposed facility, and
 2. Any special heating, ventilation and mechanical requirements impacting the exterior.

Applications may be submitted electronically or by hard copy. The Department of Planning & Development is authorized to require up to ten (10) hard copies of all materials.

or take any other action relative thereto.

Recommended by the Board of Selectmen.

ARTICLE 26

To see if the Town will vote to amend the Sandwich Protective Zoning By-laws by deleting Article VIII, Temporary Moratorium on Medical Marijuana Treatment Centers, which expired in 2015, so that Article VIII will now appear in its entirety as:

“ARTICLE VIII. Deleted ATM 5/1/2017”

or take any other action relative thereto.

No Recommendation Required.

ARTICLE 27

To see if the Town will vote to amend the Town’s Zoning By-law by adding **ARTICLE VIII, TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA ESTABLISHMENTS**, that would provide as follows, and further to amend the Table of Contents to add ARTICLE VIII, “Temporary Moratorium on Recreational Marijuana Establishments:”

Purpose

On November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, processing, distribution, possession and use of marijuana for recreational purposes (new G.L. c. 94G, Regulation of the Use and Distribution of Marijuana Not Medically Prescribed). The law, which allows certain personal use and possession of marijuana, took effect on December 15, 2016 and (as amended on December 30, 2016; Chapter 351 of the Acts of 2016) requires a Cannabis Control Commission to issue regulations regarding the licensing of commercial activities by March 15, 2018 and to begin accepting applications for licenses on April 1, 2018. Currently under the Zoning By-law, a non-medical Marijuana Establishment (hereinafter, a “Recreational Marijuana Establishment”), as defined in G.L. c. 94G, §1, is not specifically addressed in the Zoning By-law. Regulations to be promulgated by the Cannabis Control Commission may provide guidance on certain aspects of local regulation of Recreational Marijuana Establishments. The regulation of recreational marijuana raises novel legal, planning, and public safety issues, and the Town needs time to study and consider the regulation of Recreational Marijuana Establishments and address such issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning By-law regarding regulation of Recreational Marijuana Establishments. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Recreational Marijuana Establishments so as to allow sufficient time to address the effects of such structures and uses in the Town and to enact By-laws in a consistent manner.

Definition

"Recreational Marijuana Establishment" shall mean a "marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business."

Temporary Moratorium

For the reasons set forth above and notwithstanding any other provision of the Zoning By-law to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Recreational Marijuana Establishment and other uses related to recreational marijuana. The moratorium shall be in effect through June 30, 2018 or until such time as the Town adopts Zoning By-law amendments that regulate Recreational Marijuana Establishments, whichever occurs earlier. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, and to consider the Cannabis Control Commission regulations regarding Recreational Marijuana Establishments, and shall consider adopting new Zoning By-laws in response to these new issues.

or take any other action relative thereto.

No Recommendation Required.

ARTICLE 28

To see if the Town will vote to amend the Town of Sandwich Bylaws by adding a new Section 5.20: Temporary Repairs to Private Ways to read as follows:

Section 5.20: Temporary Repairs to Private Ways

A. Purpose and applicability.

1. Pursuant to Massachusetts General Laws Chapter 40, Section 6N, the Board of Selectmen is hereby authorized to make temporary repairs to private ways which have been open to the public for a period of at least five (5) years, out of funds appropriated for said purpose by Town Meeting. In all cases, the entire cost shall be assessed as betterment on those properties which benefit from the repairs. Repair does not mean new construction.
2. The repairs shall be those required by public necessity, including but not limited to:
 - a. The necessity of providing adequately drained ways so as to reduce ecologically harmful runoff into the Town's brooks and ponds; and
 - b. The necessity of providing adequate passable ways for public safety vehicles from public ways to residences, Town facilities and resources including access to Town conservation land.
 - c. The Board of Selectmen shall make the determination of public necessity.

B. Types of Repairs.

1. The repairs must be temporary in nature, such as filling, grading, patching and surface coating, and may include such repairs to drainage swales, conduits and structures as are necessary to preserve the integrity of surface repairs to the roadway, and shall not be such as to constitute a reconstruction of the roadway.
2. The temporary repair shall have a minimum expected life equal to twenty (20) years.
3. Temporary repairs may be undertaken on a way subject to this bylaw, or to a continuous portion of such way, which portion begins and ends at an intersection or conjunction with another way.

C. Petition.

A minimum of two-thirds ($2/3^{\text{rds}}$) of the owners of property abutting the portion of the way proposed to be repaired must petition for the repair, with each lot ownership entity counting as one. The Board of Selectmen is authorized to waive this requirement.

D. Betterment charges.

1. The owners of land abutting such way who derive benefit from said repairs shall be assessed betterment charges by the Board of Selectmen. Betterment charges, in an amount of 100% of the aggregate cost to plan, prepare and repair the private way shall be assessed on a per lot basis or on the proportion of the lot frontage on the way or portion of the way to be repaired to the frontage of said repaired way or other proportional method as may be required by the Board of Selectmen.
2. The Town may be considered an abutter if property under the care, custody and control of the Town abuts said way to be repaired.

E. Status of way.

1. This bylaw does not confer any obligation or duty on the Town or its agents to either initially place or to thereafter maintain and repair said private ways so that they are reasonably safe and convenient for travel by being free from defects or want of repair.
2. The making of such temporary repairs to private ways, no matter how often or to what extent, does not constitute an acceptance by the Town of such private ways as public ways, nor does it constitute a way being "maintained and used as a public way" under the Massachusetts Subdivision Control Law.
3. Any private way repaired under the provisions of this bylaw need not be brought up to full Town standards and may continue to remain a private way. Repaired private ways may be brought to Town Meeting for acceptance as a public way by completing the steps outlined in the Town's Street Acceptance procedure, if any, adopted by the Board of Selectmen, which may be amended from time to time or otherwise as allowed by law.

F. Liability.

The Town, in making repairs under this section shall not be liable for any damages to persons or property caused by negligent repair or maintenance of the private way.

G. Indemnity Agreement.

No repair of a private way shall be undertaken until the Board of Selectmen has in its possession agreements executed by at least two-thirds (2/3rds) of abutting owners on the portion of the way to be repaired holding the Town harmless from any additional damage arising from any negligent repair, and which includes the following provisions:

- a. that the Town assumes no liability to such owners by making the repairs;
- b. jointly and severally, to indemnify and hold harmless the Town with respect to such statutory liability and any and all other liability for claims of injury, death or property damage to such owners or third parties caused by alleged defects in the way, including attorneys' fees and other costs of defense;
- c. that should the Town decide not to continue to provide temporary repairs to such way, the owners will themselves keep such way in good repair so as to minimize the liability of the Town for having undertaken such repairs;
- d. that such repair shall not constitute "maintenance" of such way, so as to give the way the status of a way "maintained and used as a public way" under the Massachusetts Subdivision Control Law; and
- e. that if assessed for repairs, the owners will not appeal the amount of the assessment and agree that the assessment may be apportioned over the number of years of the expected lifetime of the repair to be determined by the Board of Selectmen.

H. Continually Open to Public Use.

The indemnity agreement required in Section G shall provide that any private way for which repairs and maintenance are performed pursuant to this bylaw shall remain open to public use for a period of at least twenty years.

AND FURTHER,

To authorize the Board of Selectmen to file a Home Rule Petition with the General Court for special legislation as set forth below, provided, however, that the General Court may make clerical or editorial changes of form only to said bill, unless the Board of Selectmen approves amendments thereto prior to enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

AN ACT RELATIVE TO THE ASSESSMENT OF BETTERMENTS FOR
IMPROVEMENTS TO PRIVATE WAYS IN THE TOWN OF SANDWICH

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

SECTION 1. The town of Sandwich may establish a fund, which shall be known as the Improvements to Private Ways Betterment Fund, hereinafter referred to as the fund, into which fund shall be deposited all payments received from property owners assessed betterments for the costs of improvements to private ways pursuant to the town of Sandwich general bylaw enacted pursuant to Section 6N of chapter 40 of the General Laws, and into which may be deposited other funds appropriated by the town for such purposes. Such fund shall continue from year to year without the necessity of town meeting authorization annually. The town may appropriate from the fund, by majority vote at any special or annual town meeting, funds to be expended by the town for improvements to private ways.

SECTION 2. Notwithstanding any general or special law to the contrary, the town of Sandwich may borrow for a term of up to 20 years in anticipation of reimbursement from betterments assessed in connection with work on private ways open to and used by the general public.

SECTION 3. This act shall take effect upon its passage.

Or take any other action relative thereto.

Recommended by the Board of Selectmen.

ARTICLE 29

To see if the Town will vote to officially declare the building located at 16 Dewey Avenue the "Sand Hill School Community Center"; and upon completion of the building's restoration direct the Town to place a plaque on said building stating such. Further, the Town shall notify the Sandwich Historical Commission and the Massachusetts Historical Commission of this declaration; or take any other action relative thereto.

(Submitted by Petition)

No Recommendation Required.

ARTICLE 30

Pursuant to Section 1.05 (Warrant: Insertion of Articles) of the Sandwich Town By-Laws, we the undersigned request the Board of Selectmen place the attached Article on the Warrant for the May 1, 2017 Annual Town Meeting.

RIGHT TO FARM BY-LAW

Sandwich, Massachusetts

Section 1 Legislative Purpose and Intent

The purpose and intent of this By-law is to state with emphasis the Right to Farm accorded to all citizens of the Commonwealth under Article 97 of the Constitution, and all state statutes and regulations there under including but not limited to Massachusetts General Laws Chapter 40A, Section 3, Paragraph 1; Chapter 90, Section 9, Chapter 111, Section 125A and Chapter 128, Section 1A. We, the citizens of Sandwich restate and republish these rights pursuant to the Town's authority conferred by Article 89 of the Articles of Amendment of the Massachusetts Constitution, ("Home Rule Amendment"). This General By-law encourages the pursuit of agriculture, promotes agriculture-based economic opportunities, and protects farmlands within the Town of Sandwich by allowing agricultural uses and related activities to function with minimal conflict with abutters and Town agencies. This By-law shall apply to all jurisdictional areas within the Town.

Section 2 Definitions

- The word "farm" shall include any parcel or contiguous parcels of land, or water bodies used for the primary purpose of commercial and/or recreational agriculture, or accessory thereto. The words "farming" or agriculture" or their derivatives shall include, but not be limited to the following:
 - Farming in all its branches and the cultivation and tillage of the soil;
 - Dairying;
 - Production, cultivation, growing, and harvesting of any agricultural, aquacultural, floricultural, viticultural, or horticultural commodities;
 - Growing and harvesting of forest products upon forest land, and any other forestry or lumbering operations;
 - Raising of livestock including horses;
 - Keeping of horses as a commercial enterprise; and
 - Keeping and raising of poultry, swine, cattle, ratites (such as emus, ostriches and rheas) and camelids (such as llamas and camels), and other domesticated animals for food and other agricultural proposes, including bees and fur-bearing animals.

"Farming" shall encompass activities including, but not limited to, the following:

- Operation and transportation of slow-moving farm equipment over roads within the Town;
- Control of pests, including, but not limited to, insects, weeds, predators, and disease organism of plants and animals;
- Application of manure, fertilizers and pesticides;
- Conducting agriculture-related educational and farm-based recreational activities; including agri-tourism, provided that the activities are related to marketing the agricultural output or services of the farm;
- Processing and packaging of the agricultural output of the farm and the operation of a farmer's market or farm stand including signage thereto;

- Maintenance, repair, or storage of seasonal equipment, or apparatus owned or leased by the farm owner or manager used expressly for the purpose of propagation, processing, management, or sale of the agricultural products; and
- On-farm relocation of earth and the clearing of ground for farming operations.

Section 3 Right to Farm Declaration

The Right to Farm is hereby recognized to exist within the Town of Sandwich. The above-described agricultural activities may occur on holidays, weekdays, and weekends by night or day and shall include the attendant incidental noise, odors, dust and fumes associated with normally accepted agricultural practices. It is hereby determined that whatever impact may be caused to others through the normal practice of agriculture is more than offset by the benefits of farming to the neighborhood, community, and society in general. The benefits and protections of this By-law are not intended to apply exclusively to those commercial agricultural and farming operations and activities conducted in accordance with generally accepted agricultural practices. Moreover, nothing in this Right to Farm By-law shall be deemed as acquiring any interest in land, or as imposing any land use regulations, which is properly the subject of state statute, regulation, or local zoning law.

Section 4 Disclosure Notification

Within 30 days after this By-law becomes effective, the Town Clerk shall prominently post in the Town Hall and make available for distribution the following disclosure: "It is the policy of this community to conserve, protect and encourage the maintenance and improvement of agricultural land for the production of food, and other agricultural products and also for its natural and ecological value. This disclosure notification is to inform buyers or occupants that the property they are about to acquire or occupy lies within a town where farming activities occur. Such farming activities may include but are not limited to activities that cause, noise, dust and odors. Buyers and occupants are also informed that the location of property within the Town may be impacted by commercial agricultural operations including the ability to access water services for such property under certain circumstances."

Section 5 Resolution of Disputes

Any person who seeks to complain about the operation of a farm may, notwithstanding pursuing any other available remedy, file a grievance with the Select Board, the Zoning Enforcement Officer, or the Board of Health, depending upon the nature of the grievance. The filing of the grievance does not suspend the time within which to pursue any other available remedies that the aggrieved may have. The Zoning Enforcement Officer or Select Board may forward a copy of the grievance to the Agricultural Commission or its agent, which shall review and facilitate the resolution of the grievance, and report its recommendations to the referring Town authority within an agreed upon time frame.

The Board of Health, except in cases of imminent danger, or public health risk, may forward a copy of the grievance to the Agricultural Commission or its agent, which shall

review and facilitate the resolution of the grievance, and reports its recommendations to the Board of Health within an agreed upon time frame.

Section 6 Severability Clause

If any part of this By-law for any reason held to be unconstitutional or invalid, such decision shall not affect the remainder of this By-law. The Town of Sandwich hereby declares the provisions of this by-law to be severable, or take any other action relative thereto.

(Submitted by Petition)

No Recommendation Required.

ARTICLE 31

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;
- Two Planning Board members for a term of three years;
- Two School Committee members for a term of three years;
- One School Committee member for an unexpired term of two years;
- Three Trustees of the Sandwich Public Library for a term of three years;
- One Trustee of the Sandwich Public Library for an unexpired term of one year;
- 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 seventeen?

YES: _____

NO: _____

BALLOT QUESTION #2

Shall the Town of Sandwich prohibit the operation of all types of marijuana establishments as defined in G.L. c.94G, §1, including marijuana cultivators, marijuana testing facilities, marijuana product manufacturers, marijuana retailers or any other type of licensed marijuana-related businesses, within the Town of Sandwich?

YES: _____

NO: _____

BALLOT QUESTION #3 (Non-Binding Public Advisory Question)

Whereas, the original design for the Pilgrim Nuclear Power Station (PNPS) spent fuel pool was for 880 assemblies and now holds over 2,822 densely racked and tightly packed assemblies, and;

Whereas, the PNPS spent fuel pool holds over 11 times the amount of cesium released at Chernobyl, and;

Whereas, the MA Attorney General Office 2006 report cited an accident at PNPS could result in 24,000 latent cancers, \$488 billion in damages, and contamination of hundreds of miles downwind, and;

Whereas 885 Boraflex panels, which prevent criticality and fire, will be susceptible to unacceptable levels of deterioration by September, 2017, and;

Whereas the PNPS spent fuel pool is vulnerable to terrorist and cyber-attack, and;

Whereas, citizens of the Town of Sandwich find this to be an unacceptable threat to our health and safety and must be resolved in the most timely manner,

Therefore, Should the people of the Town of Sandwich direct the town's government to communicate with Governor Baker to employ all means available to ensure spent nuclear fuel generated by the Pilgrim Nuclear Power Station be placed in secure dry casks as soon as technically feasible and consistent with the highest standards, ready to be moved to a permanent federal facility when available in order to protect the health, welfare, and economic interests of the Town of Sandwich and its inhabitants and visitors?

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 FOURTH DAY OF MAY, 2017.

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 13th Day of April, 2017.

Susan R. James
Susan James, Chairman

R. Patrick Ellis
R. Patrick Ellis, Vice Chairman

Peter Beauchemin
Peter Beauchemin

Frank Pannorfi
Frank Pannorfi

David J. Sampson
David J. Sampson

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

4-14-2017
Date

Clyde S. Hill
Constable

Reference Material & Volunteer Service Form for Residents

NOTE: Reference material is provided for informational purposes only.)

ARTICLE 1 – BOARD OF SELECTMEN – 2017 LONG RANGE PLAN

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 1, 2017 Annual Town Meeting and are addressed in the recommended FY'18 budget.

INTRODUCTION

Guiding principles followed in developing the LRP include:

- Adequate staffing takes precedence over capital assets
- Innovation and efficiency must be considered when adding or modifying infrastructure, staff, and services
- Delivering a superior level of service, within reasonable means, should always be a desired outcome
- 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. Outline & prioritize General Government staffing & reorganization implementation plan – 2017 & 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 & fund new positions & organizational changes identified to improve the delivery of General Government services and address staffing shortfalls

iii. On an ongoing basis, consider facilitating town-wide efficiencies in services wherever possible.

b. Continued review of Pay-As-You-Throw Program – 2017 & Beyond – Director of Public Works*

i. Work with Upper Cape towns to determine future use of Upper Cape Regional Transfer Station on Joint Base Cape Cod – 2017 & Beyond

c. Continue to evaluate recreational opportunities at SHGC or other Town sites, taking into consideration recommendations in the Sandwich Hollows Recreation Master Plan; where possible, eliminate duplication of recreational services
– 2017 & Beyond – Town Manager's Office*, Recreation Director, Golf Director

d. Continue prioritization of Tax Title Redemption & Foreclosure Process – 2017 & Beyond – Board of Selectmen, Town Treasurer/Collector*

e. Continue to support Substance Abuse Prevention Committee efforts locally and continue to play a lead role in regional efforts – 2017 & Beyond – Substance Abuse Prevention Committee*, Barnstable County, Board of Selectmen, School Committee, Public Health Nurse

f. Explore enhanced use of technology for Town departments and relevant boards and committees and for appropriate outreach to general public; if deemed appropriate, provide funding to implement identified technology improvements; monitor implementation of Community Compact app, OpenGov, and other future outreach initiatives – 2017 & Beyond – Assistant Town Manager, IT Director*

g. Continue to support School improvement efforts, particularly those designed to retain and attract students – 2017 & 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; explore shared services

where prudent & feasible – 2017& Beyond – Board of Selectmen*, School Committee & Department, Relevant Town & School Staff, Finance Committee, Capital Improvement Planning Committee

i. Continue to 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 –2017

ii. Follow through with additional meetings to develop a consensus plan for implementing any recommended strategies for transition or reapportionment of resource allocation, especially considering seniors and schools – 2017

iii. Develop measurable outcomes to demonstrate success of educational initiatives, including retention and attraction of students – 2017

i. Continue review & implementation of relevant recommendations from Beach Management Plan & enforce dune protection efforts – 2017& Beyond – Recreation Director*, Natural Resources Director, Director of Public Works, Public Facilities Director

2. Capital Asset Management - Ongoing

a. Proceed with implementation of public safety planning efforts & oversee construction through completion of project– 2017 & Beyond – Board of Selectmen*, Public Safety Planning Group, Consultants

i. Develop plan on future use, sale, etc. of public safety and other properties being replaced by new facilities – 2017 & Beyond

ii. Monitor effectiveness of public safety civilian dispatch operations – 2017 & Beyond

iii. Continue to participate in ongoing discussion about regional efforts for joint 911 dispatch services for Barnstable County – 2017 & Beyond – Board of Selectmen, Town Manager, Chief of Police, Fire Chief

b. Continue extensive efforts to address beach erosion issues & lobby county, state, federal officials accordingly and seek appropriate funding when required – 2017 & 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 – 2017 & 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 – said permits to include Scusset Beach borrow site and renewed efforts on removing sand from Great Marsh system & stabilizing the Old Harbor Inlet – 2017 & 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 above existing legislative limits – 2017 & Beyond
 - iv. Work with federal and state delegation to secure funding and permitting for future completion of Old Harbor Inlet Stabilization & Sand Removal from Great Marsh Project – 2017 & Beyond
- c. Public roads and public infrastructure improvements & recommend the continuation of Selectmen's 5+-year road funding plan – 2017 & Beyond – Board of Selectmen, Director of Public Works
- i. Lobby Governor & State House in conjunction with Massachusetts Municipal Association for additional Ch. 90 appropriations & more timely release of approved Ch. 90 funds – 2017 & Beyond
 - ii. Continue to recommend funding for road maintenance and repair through financing the full road and infrastructure improvement schedule, which is expected to include at least 5 years of capital outlay expenditure exclusions, and 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 and assess other private road actions that may be feasible for future Town Meetings
- d. Continue to achieve Comprehensive Water Resources Management Plan (CWRMP) milestones with completion of Plan scheduled for August – 2017 & Beyond – Health Director*, Water Quality Advisory Committee, Wastewater Consultant, Town Manager
- i. Finalize CWRMP by August 2017 deadline
 - ii. Proceed with recommendations of CWRMP & Interim Solutions Plan and implement appropriate action items, where possible, including relevant funding – 2017 & Beyond
 - iii. Continue representing the Town of Sandwich's interests when participating in any collaborative pilot projects for watershed solutions, including regional and sub-regional efforts – 2017 & Beyond
 - iv. Continue with Popponesset Bay watershed efforts with towns of Mashpee and Barnstable by finalizing Inter-Municipal Agreement, working of shared watershed permit to submit to State Department of Environmental Protection, and provide funding to accomplish this work – 2017 & Beyond

- v. Continue work on regional grant with towns of Falmouth, Bourne, Mashpee, and Joint Base Cape Cod officials on future regional efforts involving the JBCC wastewater plant & disposal system, including filing of future grant requests as deemed appropriate and drafting future Inter-Municipal Agreement for parties to formally work together – 2017 & Beyond
- vi. Begin to educate public on Federal and State Section 208 requirements and consequences of inaction with assistance from Cape Cod Commission & Water Quality Advisory Committee – 2017 & Beyond
- vii. Work with relevant private developers, especially NRG Canal, LLC, in meeting local CWRMP goals & regional Section 208 requirements, requiring them to pay their fair share of wastewater infrastructure improvements & operations – 2017 & Beyond

3. Capital Asset Management – Projects

- a. Make a recommendation to present to the public on future of Henry T. Wing School, after exploring potential private use of the building, and seek appropriate Town Meeting action & funding, if appropriate – Fall 2017 STM & Beyond – School Committee, Board of Selectmen, Director of Planning & Economic Development*, Capital Improvement Planning Committee, Consultants
- b. Follow-up on Long Range Capital Plan (LRCP) & recommendations presented to Board of Selectmen – 2017 & Beyond – Board of Selectmen*, School Committee, Finance Committee, Capital Improvement Planning Committee
 - i. Consider warrant article(s) to fund relevant portions of the LRCP – 2017 & Beyond
 - ii. Draft an Updated LRCP once desired format of LRCP is identified by Selectmen – 2017– Town Manager*, Finance Director, CIPC
- c. Continue to explore options for location of the fire administrative offices – 2017 & beyond, Town Manager, Board of Selectmen, Fire Chief
- d. Submit an updated plan to the Selectmen to expand the delivery of senior & community services for capital & staffing needs and to fund needs accordingly – Council on Aging Director*, Public Health Nurse, Consultants – 2017 & Beyond
- e. Continue effort with Recreation Department, Recreation Committee, appropriate consultants, and public to re-establish a new skate park facility & fund accordingly at future Town Meeting or through appropriate funding mechanism – 2017 – Recreation Director*, Recreation Committee, Facility Users, Community Preservation Committee
- f. Explore & recommend various funding approaches, including such programs as the Special Purpose Stabilization Fund override or other funding mechanisms, designed to meet infrastructure

goals and long range capital needs with the least impact on taxes – 2017 & Beyond – Board of Selectmen*, Town Manager’s Office, Finance Director, Town Counsel

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

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

– 2017 & Beyond – Town Manager*, Director of Assessing, Town Planner, Town Meeting

b. Continue to focus on economic development efforts – 2017 & 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) – 2017 & 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; prepare for any potential lease amendments with Army Corps to foster goals of MassDevelopment master plan – 2017 & Beyond

c. 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 – 2017 & Beyond

d. Discuss implementation of a Payment-In-Lieu-Of-Tax (PILOT) program and associated efforts with Board of Assessors for local non-profit organizations and implement an outreach plan, if deemed appropriate – 2017 & Beyond – Board of Selectmen, Board of Assessors, Director of Assessing*

5. Preserve and Protect Historic Character and Natural Resources

a. Complete construction project for Clark-Haddad Building & assess success of Deacon Eldred House lease – Board of Selectmen, Clark-Haddad Building Group, Consultants – 2016 & Beyond

b. Warrant articles for Community Preservation Committee recommendations with Selectmen pre-authorization prior to submission of Town-related & owned requests above \$50,000 threshold, particularly with limited funding available – 2017 & 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, especially affordable housing that will attract young professionals; continue joint efforts with Habitat for Humanity to construct home(s) in Sandwich where deemed appropriate – Summer 2017 & Beyond – Board of Selectmen, Sandwich Housing Authority*

d. Continue to review open space purchase priority list, particularly if large, desirable parcels become available and to expand and connect existing open space properties – 2017 & 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.

ARTICLE 2 – FY'18 ESTIMATED REVENUES & EXPENSES

REVENUES

<u>FY'18 Tax Levy:</u>		
FY'17 Levy Limit	56,158,926	
2.5% Increase	1,403,973	
Est. New Growth	550,000	
Excess Levy Reserve Est.	0	
Overrides / Exclusions	0	
County Assess. Outside 2.5: CCC	168,217	
Debt Outside 2.5	835,881	
Debt Outside 2.5 (To Be Issued)	0	59,116,997
 <u>Other Revenue:</u>		
Land Bank / CPA Debt	1,462,808	
CPA Debt (To Be Issued in FY)	0	
Marina Debt	153,026	
MSBA Funds	1,279,534	
State Aid: Discretionary	2,062,987	
State Ch. 70 Aid: School	6,960,538	
Est. Local Receipts	4,650,000	
Surplus Revenue / Free Cash	2,721,373	
Overlay Release	100,000	
Transfer from Stabilization Fund	0	<u>19,390,266</u>
Total Estimated Revenues		78,507,263

<u>Stabilization Fund Balance:</u>	
Actual Balance on 6/30/16:	1,326,393
Proposed Transfer:	250,000
Projected Post ATM Balance:	1,576,393

EXPENSES

<u>ReCap Sheet Items:</u>		
State Assess: Tuition Assess	3,700,000	
State Assess: All Other	601,143	
Abatements / Overlay	400,000	
FY'17 Snow & Ice Deficit	0	4,701,143
 <u>Town Meeting Items:</u>		
Group Health Insurance	10,750,000	
County Retirement Assess.	3,626,159	
Property & Liability Insurance	1,050,000	
Medicare	674,160	
Unemployment Account	100,000	
OPEB Trust Fund	100,000	
Debt: Long Term	4,182,005	
Debt: Long Term (To Be Issued)	0	
Borrowing Expenses	50,000	
Reserve Fund	500,000	
Capital Budget - Net	1,101,289	
Transfer to Stabilization Fund	250,000	22,383,613
 <u>Operating Budgets:</u>		
School Budget: Local	25,618,246	
Ch. 70	6,960,538	32,578,784
UCCRVTS Budget		2,157,422
General Gov't. Budget		<u>16,680,883</u>
Total Estimated Expenses		78,501,845
 ESTIMATED FY'18 BUDGET BALANCE		 5,418

**ARTICLE 13 – ESTIMATED TAX IMPACT OF
BALLOT QUESTION**

Overall Assumptions – FY'17

• Total Town Valuation:	\$3,919,868,380
• Average Home Value:	\$373,600
• Average Tax Bill:	\$5,577.85

Article 14 & Ballot Question #1

• Purpose:	Public Roads & Infrastructure Improvements
• Amount:	\$1,300,000
• Type:	Capital Outlay Expenditure Exclusion
• Length of Tax Impact:	One Fiscal Year Only
• When Tax Impact Takes Effect:	FY'18 Only
• Est. Annual Tax Impact for Ave. Valued Home:	\$124

A GLOSSARY OF COMMONLY USED TERMS

Appropriation – An authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited to a specific amount and identifies the timeframe when it will be expended.

Assessed Valuation – A valuation set upon real estate or other property by a government as a basis for levying taxes. Equalized assessed valuation refers to a municipality's assessed valuation, as determined by local assessors, adjusted by the State Department of Revenue to reflect a full and fair market value ("Equalized Valuation").

Betterment – An addition made to, or change made in, a fixed asset which is expected to prolong its life or to increase its efficiency. The term is also applied to sidewalks, water lines, and highways and the corresponding tax assessment abutters may authorize for repairs to their properties.

Bond – A written promise to pay a specified sum of money, called the face value (par value) or principal amount, at a specified date or dates in the future, called the maturity date(s) together with periodic interest at a specified rate. The difference between a note and a bond is that the latter runs for longer period of time and requires greater legal formality.

Bond Anticipation Note (BAN) – Short-term note of a government sold in anticipation of bond issuance. BANs are full faith and credit obligations.

Bond Ratings – Designations used by bond rating services to give relative indications of credit quality.

Budget – A plan of financial operations embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

Budget Message – Statement summarizing the plans and policies contained in the budget report, including an explanation of the principal budget items and recommendations regarding financial policy for the upcoming year.

Capital Budget – A plan for expenditure of public funds for capital purposes.

Capital Expenditure – Nonrecurring payments for capital improvements including construction, acquisition, site development and overhead costs. The fees for architects, engineers, lawyers, and other professional services plus the cost of financing may be included.

Cherry Sheet – An annual statement received by the Town from the Department of Revenue detailing estimated receipts for the next fiscal year from various state aid accounts, the lottery, and estimated charges payable in setting the tax rate.

Supplemental Cherry Sheets may be issued during the year and there is no guarantee that the estimated receipts and charges shown thereon will not vary from actual receipts and charges. The name was derived from the pink color of the document.

Debt Service – The cost (usually stated in annual terms) of the principal retirement and interest of any particular bond issue.

Enterprise Fund – Those funds which are established for specific uses under M.G.L. c.44, §53F1/2 that require an annual appropriation to operate (i.e. Sandwich Hollows Golf Club).

Excess Levy Capacity – The difference between a community's maximum tax levy limit as established by Proposition 2.5 and its actual tax levy in the most recent year for which the community has set a tax rate. It is the additional tax levy that a community can raise at Town Meeting without going to the voters for an override or debt exclusion.

Exclusions (Debt Exclusion or Capital Expenditure Exclusion) – Proposition 2.5 allows communities to raise funds for certain purposes above the amount of their levy limits or levy ceilings. Subject to voter approval, a community can assess taxes in excess of its levy limit for the payment of certain capital projects and for the payment of specified debt service costs. Such an exclusion increases the amount of property tax revenue a community may raise for a limited or temporary period of time in order to fund the specific project. Unlike overrides, exclusions do not increase the community's levy limit and do not become part of the base for calculating future years' levy limits. Capital expenditure exclusions last for one year while debt exclusions last for the term of the bond.

Fiscal Year – The state and municipalities operate on a fiscal year which begins on July 1 and ends on June 30. For example, the FY'17 fiscal year is from July 1, 2016 to June 30, 2017.

Free Cash (Surplus Revenue) – Free cash represents the portion of surplus revenue which the municipality is able to appropriate. It is money that the community raised to spend for a particular item but was left over because the full appropriation was not expended. From this surplus the municipality's liabilities are subtracted (i.e. any unpaid back taxes). The remainder, if any, is certified annually by the Department of Revenue as the community's free cash. Amounts from certified free cash may be appropriated at Town Meeting by the community for expenditures or to offset property taxes.

General Fund – The fund into which the general (non-earmarked) revenues of the municipality are deposited and from which money is appropriated to pay the general expenses of the municipality.

Growth Revenue (New Growth) – The amount of property tax revenue that a community can add to its allowable tax levy from taxes from new construction,

alterations, subdivisions, or changes of use. It is computed by applying the prior year's tax rate to the increase in valuation.

Note – A short-term loan, typically of a year or less in maturity.

Overlay – The amount raised by the assessors in excess of appropriations and other charges for the purpose of creating a fund to cover abatements and state allowed exemptions.

Overrides – Proposition 2.5 allows a community to assess taxes in excess of the automatic annual 2.5% increase and any increase due to new growth by passing an override. A community can take this action as long as it is below its levy ceiling (2.5% of full and fair cash value of community). When an override is passed, the levy limit for the year is calculated by including the amount of the override. Unlike exclusions, the override results in a permanent increase in the levy limit of a community, which becomes part of the levy limit base and increases along with the base at the rate of 2.5% each year.

Proposition 2.5 – M.G.L. c.59, §21C was enacted in 1980 and limits the amount of revenue a city or town may raise from local property taxes each year. This amount is the community's annual levy limit. The law allows the levy limit to increase each year by 2.5% plus any new growth revenue derived from taxes from new construction and alterations. This amount may not exceed the community's levy ceiling. Proposition 2.5 also established two types of voter approved increases in local taxing authority – overrides and exclusions.

Reserve Fund – A fund established by Town Meeting which is under the control of the Finance Committee and from which transfers may be made for extraordinary and unforeseen expenditures. The appropriation cannot be greater than 5% of the tax levy for the prior fiscal year.

Revolving Funds – Those funds which may be used without appropriation and which are established for particular uses under M.G.L. such as continuing education programs, school lunch programs, self-supporting recreation and park services, conservation services, etc. (i.e. Sandwich Marina, Sandwich Community School).

Stabilization Fund – A special reserve account which is invested until used. Towns may appropriate into this fund in any year an amount no more than 10% of the prior year's tax levy. The outstanding balance in the account cannot exceed 10% of the Town's equalized valuation. Generally, it takes a 2/3 vote of Town Meeting to appropriate money from the Stabilization Fund.

Surplus Revenue – See "Free Cash".

TABLE OF BASIC POINTS OF MOTIONS

Rank	Type of Motion	2nd Req'd.	May Debate	May Amend	Vote Req'd.	May Recons.	May Interrupt
MAIN MOTIONS							
None	Main Motion	Yes	Yes	Yes	Varies	Yes	No
Same	Reconsider or Rescind	Yes	Same	No	Majority	No	No
None	Take from the Table	Yes	No	No	Majority	No	No
None	Advance an Article	Yes	Yes	Yes	Majority	Yes	No
PRIVILEGED MOTIONS							
1	Dissolve or Adjourn	Yes	No	No	Majority	No	No
	Adjourn to Fixed						
2	Time/Recess	Yes	Yes	Yes	Majority	No	No
3	Point of No Quorum	No	No	No	None	No	No
4	Fix the Time to Adjourn	Yes	Yes	Yes	Majority	Yes	No
5	Question of Privilege	No	No	No	None	No	Yes
SUBSIDIARY MOTIONS							
6	Lay on the Table	Yes	No	No	2/3	Yes	No
7	The Previous Question	Yes	No	No	2/3	No	No
8	Limit or Extend Debate	Yes	No	No	2/3	Yes	No
9	Postpone to Time Certain	Yes	Yes	Yes	Majority	Yes	No
10	Commit or Refer	Yes	Yes	Yes	Majority	Yes	No
11	Amend (or Substitute)	Yes	Yes	Yes	Majority	Yes	No
12	Indefinitely Postpone	Yes	Yes	No	Majority	Yes	No
INCIDENTAL MOTIONS							
Same	Point of Order	No	No	No	None	No	Yes
Same	Appeal	Yes	Yes	No	Majority	Yes	No
Same	Division of a Question	Yes	Yes	Yes	Majority	No	No
Same	Separate Consideration	Yes	Yes	Yes	Majority	No	No
Same	Fix the Method of Voting	Yes	Yes	Yes	Majority	Yes	No
Same	Nominations to Committee	No	No	No	Plurality	No	No
Same	Withdraw or Modify Motion	No	No	No	Majority	No	No
Same	Suspension of Rules	Yes	No	No	2/3*	No	No

* Unanimous if rule protects minorities; out of order if rule protects absentees

Source: Town Meeting Time, 3rd Edition

TOWN OF SANDWICH TALENT BANK

Serve Your Community

Town Government needs citizens who are willing to give time in the service of their community. The Talent Bank was adopted by the Board of Selectmen as a means of compiling names of citizens who are willing voluntarily serve on boards, committees, and as resource people. Names in this file are available for use by the public as well as the Selectmen and all Town offices.

Talent Bank files are being updated to include categories consistent with the changing needs of the Town of Sandwich. Please complete the questions listed below, indicate your areas of interest, and either drop the form off at Town Hall or send it to:

Town of Sandwich Talent Bank
Sandwich Town Hall
130 Main Street
Sandwich, MA 02563

Name: _____ Tel. No.: _____

Mailing Address: _____

E-Mail Address: _____

Occupation / Background / Experience: _____

LIST ORDER OF PREFERENCE:

- | | | |
|---|---|--|
| <input type="checkbox"/> Beach Advisory Committee | <input type="checkbox"/> Emergency Management | <input type="checkbox"/> Recreation Committee |
| <input type="checkbox"/> Bikeway & Pedest. Comm. | <input type="checkbox"/> Energy Committee | <input type="checkbox"/> Sandwich Cultural Council |
| <input type="checkbox"/> Board of Health* | <input type="checkbox"/> Finance Committee** | <input type="checkbox"/> Sandwich Econ. Initiative Corp. |
| <input type="checkbox"/> Cape Cod Commission | <input type="checkbox"/> Golf Advisory Comm. | <input type="checkbox"/> Sandwich Historical Commission |
| <input type="checkbox"/> Capital Planning Comm.** | <input type="checkbox"/> Historic District Comm.* | <input type="checkbox"/> Sandwich Housing Authority* |
| <input type="checkbox"/> Conservation Comm. | <input type="checkbox"/> Library Trustees* | <input type="checkbox"/> Visitor Services Board |
| <input type="checkbox"/> Council on Aging | <input type="checkbox"/> Personnel Board | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Disabilities Commission | <input type="checkbox"/> Planning Board* | Other: _____ |

* = Elected ** = Appointed by Moderator