

Town of Sandwich
Annual Town Meeting

WARRANT

Monday, June 15, 2020

7:00 p.m. – Sandwich High School



BOARD OF SELECTMEN

David J. Sampson, Chair
Michael J. Miller, Vice-Chair
Robert J. George
Shane T. Hctor
Charles M. Holden

MODERATOR

Garry N. Blank

FINANCE COMMITTEE

Mark I. Snyder, Chair
Matthew D. Anderson, Vice-Chair
Nancy Crossman
Gwenn H. Dyson
Robert Guerin
James McCormick
James W. Pierce
Laura B. Wing

May 28, 2020

Dear Residents of Sandwich,

As you all know, our community, region, state, and nation have been living in a very unique period in our history with the ongoing COVID-19 public health emergency. We want to thank you for your patience and support as we have tried to address this crisis in the best interests of our residents and the community as a whole.

Because of our collective efforts and the prudent leadership and cooperation with our state and regional partners and Town Counsel, KP Law, decisions have been made by the Board of Selectmen and Town staff over the last several months to change how and when we normally complete municipal business. These actions were taken in accordance with Governor Baker's March 15, 2020 Order and March 23, 2020 Order that imposed strict limitations on the number of people that may gather in one place, and in accordance with the Town of Sandwich's March 14, 2020 declaration of a local emergency, all of which were related to the COVID-19 public health response.

Furthermore, the General Court has enacted several emergencies measures that have afforded the Town flexibility in scheduling the annual town meeting and the annual election, as well as key municipal finance tools that will allow the Town to continue providing critical services to Town residents during these challenging times.

The March 23, 2020 Special Town Meeting, which was initially rescheduled until April 13, 2020, was officially cancelled in its entirety by the Selectmen in early April. Any warrant articles scheduled for the Special Town Meeting that still needed to be acted upon appear in the Annual Town Meeting warrant before you.

The Annual Town Election, originally scheduled for May, 7, 2020, was officially moved to May 19, 2020 to align with the special State election for the vacant State Senate seat. This decision not only saved us the added expense of a separate election, but it allowed us to limit the public's health exposure to just one election rather than two.

By reading the Annual Town Meeting warrant closely, you will see that a few standard votes and actions do not appear on the warrant. We have purposefully attempted to reduce the number of articles that have to be voted upon at this time and are trying to be prudent with Sandwich's financial projections, not knowing yet how the COVID-19 emergency will impact the finances of the State and our community over the next fiscal year or more. In light of this, we have delayed some normal budget votes until a future Town Meeting and have focused only on the essential votes we need to move our community forward heading into FY'21.

As we write this, we do not know if we will be forced for public health reasons to move the planned June 15, 2020 Annual Town Meeting even further into FY'21. If this happens, we will take the appropriate votes as allowed under State law to address the

FY'21 Budget for town and school operations to continue. We also plan to take whatever actions we can to address the capital projects and purchases recommended in the warrant.

We thank you for your patience and understanding during this unprecedented public health emergency. Without question, by working together we are better able to function in a reduced capacity and expedite our return to more normal living conditions and operations. We could not have done this without all of you.

Thank you again for your patience, understanding, and support.

Sincerely,

Board of Selectmen

INDEX OF WARRANT ARTICLES

June 15, 2020 Annual Town Meeting

1. Report of Town Officials (p. 5)
2. FY'21 Budget (p. 5)
3. FY'21 Enterprise Fund Budgets: DPW – Sanitation Division, Sandwich Hollows Golf Club, Sandwich Marina, & Cable Public Access (p. 10)
4. FY'21 Revolving Fund Appropriation Limits (p. 10)
5. FY'21 Capital Budget (p. 11)
6. Amend Purpose for Fire Department Capital Appropriation (p. 11)
7. Transfer to Stabilization Fund (p. 11)
8. Transfer to OPEB Trust Fund (p. 12)
9. Ch. 90 State Aid to Highways Program (p. 12)
10. Appropriation to Fund 100 Route 6A Renovations (p. 12)
11. Authorization to File Special Act for Filling of School Committee Vacancy (p. 12)
12. Deed Clarification for Terrapin Ridge Project Site (p. 13)
13. Authorization to Expand Senior Exemption Program Qualifying Standards (p. 13)
14. CPA Fund Expenditure – Administrative Costs, 10% Allocations, & Debt Payment (p. 13)
15. Authorization to Dispose of Henry T. Wing School to SCG Development & Approve CPA Appropriation for Community Housing Resources (p. 14)
16. Petition: Increased Security at Pilgrim Nuclear Power Station (p. 14)
17. Petition: Commercial Single-Use Plastic Water Bottle Ban Town Bylaw (p. 14)
18. Petition: Adoption of Climate Policy Town Bylaw (p. 17)

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

Reference Material:

1. Article 2 – FY'21 Estimated General Fund Revenues & Expenses (p. 20)
2. Article 15 – Authorization to Dispose of Henry T. Wing School (p. 21)
3. A Glossary of Commonly Used Terms (p. 22)
4. Table of Basic Points of Motions (p. 25)

**TOWN OF SANDWICH
2020 ANNUAL TOWN MEETING
June 15, 2020**

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, June 15, 2020, at 7:00 p.m.,

then and there to act on the following articles.

ARTICLE 1

To see if the Town will vote to hear the reports of all Town Officers and Committees and to act thereon, 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 \$79,325,326.00, or any other amount, to defray Town expenses for the Fiscal Year July 1, 2020 to June 30, 2021 as itemized below in the third column entitled FY'21 Recommendation, or take any other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

Fiscal Year 2021 Finance Committee Budget Message:

The process of creating a municipal budget is always a challenging task. All competing priorities must be considered, while utilizing only the limited funds available. Town Department Heads, the Superintendent of Schools, the Town Manager and the Town's financial team, work diligently together with the Board of Selectmen, School Committee and Finance Committee to research, build and execute a budget which will continue to

provide excellent services to our residents, while also considering the costs to taxpayers. It's a very difficult balancing act!

The FY'21 Budget process has been even more unique and challenging than usual due to the impacts of the COVID-19 public health emergency. Several times over the last two months we thought we had completed our budget review process, but the anticipated financial impact of the ongoing health crisis has caused us to revisit our initial budget assumptions.

Every change the Finance Committee has considered and voted to support has been to make our revenue and expense assumptions as safe as possible due to these financial uncertainties. We supported lowering our revenue expectations and expense costs twice over the last month leading toward Town Meeting.

The recommended FY'21 Budget before voters tonight provides a significant amount of safety even though the State has yet to be able to issue any guidance on State aid. Specifically, we are recommending a FY'21 Budget that has a projected balance of more than \$800,000 and sets aside more than \$3.5 million in projected Excess Levy Capacity. If effect, this recommended budget provides a substantial cushion if we receive worse financial news than currently expected.

In the recent past, Town Meeting has adopted budgets, created and recommended by municipal government leaders, which have modestly enhanced reserves, while addressing maintenance and repairs, as well as capital needs. Until the recent public health emergency, the budget news this past few years has generally been positive. As a community, we have been successful at finding creative funding strategies to address some of our largest financial concerns, like wastewater needs, and have supported one-time and long-term measures to fund large scale capital building needs that have not been addressed for decades. All of these solutions were recommended while trying to minimize the impact on taxpayers. We have also been prudent about not using the additional tax revenue created by the new power generation unit on recurring operating expenses. Rather, we have spent and planned these funds for one-time capital expenses or have not spent them at all.

The cost for public charter schools has continued to balloon out of control, remaining a consistent threat to Sandwich's budget. We are spending more than \$4.0 million annually to educate Sandwich students outside of our town and a State mandated reimbursement formula to help us recover a relatively small amount of our costs has never come close to full funding by the Commonwealth. The Finance Committee is very concerned that if our school spending continues to increase and our promised reimbursements rates continue to be ignored, we will eventually be left with no other choice than cutting local programs and services in Sandwich to fund costs located outside our community.

For FY'21, the Selectmen gave the municipal departments and the school department guidance on a level-service budget over the past fiscal year coming in around 3% above

FY'20. The municipal budget recommended tonight is 2.58% over FY'20 while the School is 3.75% above last fiscal year. Generally, School costs have increased faster than the general government largely due to employee related costs and internal replacement decisions following employee retirements. The Committee is concerned if the School funding increase trend continues, it may not be possible to sustain this volume of increase under Proposition 2.5 limits.

During some recent past budget cycles, the Finance Committee offered specific recommendations to other significant financial risks. We are very appreciative of the responsiveness to these recommendations, as well as to our requests for information. We appreciate the full and open budget information provided to us by town and school leaders. There are no secrets. Every expenditure is discussed in open forums, a number of times, before being voted at Town Meeting.

In addition, we applaud the Town's financial team for some of the ways they have saved taxpayers money. One excellent example is the town switching employee health insurance to the Massachusetts Interlocal Insurance Association (MIIA) health insurance program, saving the community almost \$1,000,000 annually.

As will be discussed in more detail shortly, if the State's FY'21 Budget news is worse than expected and throws our safe projections out of balance, we will need to come back to a future Town Meeting to present a rebalanced budget. As has been highlighted at many Town Meetings previously, municipal operations are the only level of government where a budget must be balanced to operate.

We are grateful for the opportunity to work with many talented municipal professionals, as well as the dedicated volunteers serving on the Board of Selectmen and the School Committee. Together, we are proud to represent our neighbors and fellow taxpayers and recommend the FY'21 Budget being presented tonight.

Mark I. Snyder, Chair

FY'21 GENERAL FUND BUDGET TOTALS

No.	Department	FY'19 Appropriation	FY'20 Appropriation	FY'21 Recommendation
114	Moderator	450	450	450
123	Selectmen/Manager	512,583	529,875	523,830
	Personnel Expenses	247,271	500,000	300,000
131	Finance Committee	3,400	3,400	3,400
135	Accounting	216,347	222,961	187,865
141	Assessing	377,372	394,166	370,249
145	Treasurer	231,977	232,727	267,922
146	Tax Collector	210,855	212,154	220,987
147	Tax Title	35,000	35,000	35,000
151	Legal	300,000	300,000	300,000
152	Human Resources	186,761	179,354	186,413
161	Town Clerk	188,406	192,156	202,590
162	Elect. & Registration	60,750	49,750	75,750
171	Natural Resources	287,093	303,997	315,118
175	Planning & Development	225,857	231,213	239,008
190	Facilities Management	613,232	642,652	723,288
195	Town Reports	11,000	11,000	12,500
196	Bind Records	7,000	7,000	7,000
197	Info. Technology	656,517	663,873	699,430
	Total 100s	4,371,871	4,711,728	4,645,800
210	Police Department	4,567,104	4,558,510	4,782,241
220	Fire Department	3,701,971	3,679,534	3,798,102
241	Inspections	293,402	291,605	302,746
244	Sealer of Weights & Measures	200	200	14,000
291	Emergency Management	17,500	17,500	22,500
294	Forest Warden	1,500	1,500	1,500
297	Bourne Shellfish	4,000	4,000	4,000
299	Greenhead Fly	2,000	2,500	2,500
	Total 200s	8,587,677	8,555,349	8,927,589
300	School Department	33,273,259	34,132,914	35,144,706
313	UCCRVTs	2,288,389	2,161,680	2,135,468
	Total 300s	35,561,648	36,294,594	37,280,174
410	DPW - Engineering	207,514	227,086	279,322
420	DPW	1,750,218	1,825,761	1,874,438
421	Snow & Ice	400,000	400,000	400,000
424	Streetlights	25,000	25,000	20,000
	Total 400s	2,382,732	2,477,847	2,573,760

No.	Department	FY'19 Appropriation	FY'20 Appropriation	FY'21 Recommendation
510	Health Department	208,531	214,691	227,483
522	Nursing Department	151,925	165,829	169,905
540	Social Services	35,000	35,000	35,000
541	COA	241,427	231,800	238,462
543	Veterans	73,320	88,320	103,500
Total 500s		710,203	735,640	774,350
610	Library	997,589	991,595	1,005,907
630	Recreation	190,533	229,684	252,602
650	DPW - Parks	25,850	25,850	30,850
671	Hoxie / Grist Mill	25,500	53,500	3,500
693	Memorial Day	1,200	1,200	1,200
694	Historic District	14,750	14,800	15,550
Total 600s		1,255,422	1,316,629	1,309,609
Operating Budget Subtotal:		52,869,553	54,091,787	55,536,282
135	Sanitation, Marina & SHGC Indirect Costs Transfers			60,000
171	Waterways Fund Transfer			7,500
220	Ambulance Fund Transfer			1,650,000
630	Beach & Recreation Account Transfers (incl. Sandy Neck)			298,191
650	Cemetery Trust Fund Transfer			35,000
671	Hoxie House / Grist Mill Transfer			8,000
Inter-Fund Transfers Subtotal:				2,058,691
132	Reserve Fund			500,000
710	Short Term Debt			100,000
750	Debt			3,834,470
910	Group Health Insurance			11,500,000
912	Medicare			676,000
940	Property & Liability Insurance			1,250,000
941	Unemployment Account			100,000
950	Retirement Assessment			3,769,883
Other Budget Accounts Subtotal:				21,730,353
FY'21 BUDGET TOTAL:				79,325,326

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'21 enterprise fund budgets for the Department of Public Works Sanitation Division, Sandwich Hollows Golf Club, Sandwich Marina – East Boat Basin, and Cable Public Access, in accordance with the following list, or take any other action relative thereto.

<u>Enterprise Fund</u>	<u>Recommended FY'21 Budget</u>
Department of Public Works Sanitation Division	1,072,165
Sandwich Hollows Golf Club	953,914
Sandwich Marina – East Boat Basin	2,030,159
Cable Public Access	509,225

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 4

To see if the Town will vote in accordance with the provisions of M.G.L. c.44, §53E1/2 and Section 2.11 of the Sandwich Town Bylaws to authorize the spending limits of revolving funds for the following Town departments for FY'21, to be expended under the direction of the Board of Selectmen, in accordance with the following list:

Revolving Account	Expenditure Limit
Recreation Programs	\$525,000
Solar Energy / Town Utilities	\$125,000
Town Hall Meeting Room	\$10,000
Sand Hill School Community Center Expenses	\$10,000
Oak Crest Cove Expenses	\$12,000
Sandwich: A Cape Cod Town Book	\$2,000
Senior & Community Services Programs	\$60,000
School Department Book Fines	\$10,000

or take any other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 5

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 \$326,138.00, or any other amount, and to transfer and appropriate the sum of \$257,000.00 from the Ambulance Fund, 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, for a total capital appropriation of \$583,138.00:

<u>Capital List</u>	<u>Amount</u>
Information Technology – IT & GIS Improvements	76,138
Fire Department – EMS Equipment Upgrades	184,000
Public Safety – Communication System Upgrade	10,000
Public Safety – Ballistic & Active Shooter Equipment	63,000
Facilities Department – Town Building Repairs/Improvements	125,000
School Department – School Building Repairs/Improvements	125,000
Capital List Total	583,138

<u>Transfer Funding Sources</u>	<u>Amount</u>
Ambulance Fund	257,000
Capital Offset Total	257,000

or take any other action relative thereto.

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

ARTICLE 6

To see if the Town will vote to amend the purpose for which \$25,000.00 was appropriated at the May 1, 2017 Annual Town Meeting under Article 7 for Fire Department “IV Medication Pumps” to “EMS Equipment and Supplies”, or take any other 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 money to be transferred into the Stabilization Fund, or take any other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 8

To see if the Town will vote in accordance with M.G.L. c.32B, §20(b) to raise and appropriate or transfer from available funds a sum of money to be transferred into the Other Post-Employment Benefits Liability Trust Fund, 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'21, 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 raise and appropriate or transfer from available funds an additional sum of money for the design and for making extraordinary repairs and renovations to the existing Town municipal office building and structures located at 100 Route 6A, as shown on Assessor's Map 88, Lot 1, including all costs incidental and related thereto, or take any other action relative thereto.

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

ARTICLE 11

To see if the Town will vote to authorize the Board of Selectmen and the School Committee, at a joint meeting held for this purpose, appoint an individual to fill a vacancy on the School Committee until the 2021 annual town election, in accordance with the procedures set forth in M.G.L. c.41, §11, rather than by a special election as set forth in Section 4.3.4 of the Town Charter; and further to authorize the Board of Selectmen to file a home rule petition with the General Court in order to validate, ratify, and confirm the appointment; or to take any other action relative thereto.

Recommended by the Board of Selectmen.

ARTICLE 12

To see if the Town will vote to amend the purpose for which the parcel of land shown on Assessor’s Map 28, Lot 266, known as 1-31 Terrapin Ridge, and as “Tract A” containing 10.00 +/- acres on a plan entitled “Town of Sandwich Plan of Land on Quaker Meetinghouse Road,” dated May 15, 1986, revised May 15, 1987, prepared by Edward S. Kelly, Town Engineer, recorded with the Barnstable County Registry of Deeds in Plan Book 436, Page 68, was conveyed by the Board of Selectmen to the Sandwich Housing Authority by a vote of the 1988 Annual Town Meeting under Article 34 from “public housing purposes” to “affordable or public housing purposes”, and to authorize the Board of Selectmen to execute a confirmatory deed to the Sandwich Housing Authority of the above-referenced parcel for the change in purpose, or take any other action relative thereto.

(2/3 Vote Required)

Recommended by the Board of Selectmen.

ARTICLE 13

To see if the Town will vote to adjust, commencing with Fiscal 2021; Clause 41C (M.G.L. c.59, §5, Clause 41C) eligibility requirements amended by Chapter 184 §51 of the Acts of 2002 to;

- increase exemption amount from 500.00 dollars to 1000.00 dollars to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2020, and;
- accept General Laws Chapter 59, Section 5, Clause 41D, which authorizes an annual increase in the income (gross receipts) and asset (whole estate) limits for exemptions granted to senior citizens under General Laws Chapter 59, Section 5, Clause 41C, by the percentage increase in the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index for the previous year as determined by the Commissioner of Revenue, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2020.

or take any other action relative thereto.

Recommended by the Board of Selectmen, Finance Committee, and Board of Assessors.

ARTICLE 14

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the FY’21 Community Preservation budget and to appropriate from the Community Preservation Fund FY’21 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’21; 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'21 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 15

To see if the Town will vote to transfer to the Board of Selectmen for the purpose of conveyance and for general municipal purposes, the care, custody, and control of a parcel land located at 33 Water Street, containing 6.2 +/- acres, being a portion of the Henry T. Wing School parcel, Assessor's Map 43, Lot 005, as further shown on a sketch plan entitled "Henry T. Wing Residences", a copy of which is on file with the Town Clerk's Office, said transfer to take effect no sooner than December 31, 2021; and further, to vote in accordance with Article 20 of the May 7, 2018 Annual Town Meeting to authorize the Board of Selectmen to convey or otherwise dispose of the fee or lesser interest in said parcel for affordable housing purposes and historic preservation purposes; to convey and accept easements over, to and from the parcel including but not limited to construction, driveway and parking easements, for connection to the adjacent wastewater treatment facility, for the town's use of its adjacent property, and for any other purposes deemed necessary for the development of the parcel, and to accept a permanent affordable housing restriction and a historic preservation restriction pursuant to G.L., c.183, §31-33, all of which is pursuant to the terms and conditions of the Option Agreement between the Town of Sandwich and SCG Development Partners, LLC, a copy of which is on file with the Town Clerk's Office;

AND FURTHER,

To see if the Town will vote to appropriate under the Community Preservation Act affordable housing program the sum of \$2,650,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of providing a grant to SCG Development Partners, LLC for affordable senior rental housing purposes for the Henry T. Wing School project; that to meet this appropriation the Town transfer from the Community Preservation Fund a sum of money for this purpose, and that the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow up to \$2,650,000.00 and issue bonds and notes therefor pursuant to M.G.L. c.44, sections 7 and 8, M.G.L. c.122B, section 20, and M.G.L. c.44B, §11, or any other enabling authority; and further, to authorize the Board of Selectmen to enter into a grant agreement with said SCG Development Partners, LLC, on such terms and conditions as the Board of Selectmen deems appropriate, including a permanent affordable housing restriction to the Town pursuant to G.L. c.183, §31-33;

or take any other action relative thereto.

(2/3 Vote Required)

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

ARTICLE 16

Public Advisory Question for the 2020 Spring Town Ballot or for increased security at the Pilgrim Nuclear Power Station on Cape Cod Bay in order to protect the public and the environment

Whereas, the high level nuclear waste will remain at Pilgrim for decades or more in dry casks that present safety concerns, each holding half the radioactive cesium released at Chernobyl;

Whereas, the spent fuel pool remains full and is vulnerable to terrorist attack or accident that could cause radioactive contamination rendering our communities uninhabitable;

Whereas, due to lack of proper security on the property, there has been open access beyond the posted “No Trespassing” signs to within line-of-sight of dry casks and spent fuel pool;

Whereas, during decommissioning, the Nuclear Regulatory Commission has abdicated its responsibility to protect the public by approving exemptions to requested by new Pilgrim owner Holtec for reduced offsite liability insurance, cybersecurity, and offsite emergency planning;

Whereas, safety is a human right;

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, shall the people of the Town of Sandwich direct the local government to communicate to Governor Baker and the State Legislature to employ all means available to ensure that: (1) spent nuclear fuel is secured in better quality dry casks and hardened onsite, storage; and (2) spent fuel pool and casks are protected with heightened security to prevent intrusion in order to protect the health, welfare, and economic interests of the Town of Sandwich and its inhabitants and visitors?

(Submitted by Petition)

No Recommendation Required.

ARTICLE 17

Article: Commercial Single-Use Plastic Water Bottle Ban

To see if the Town will vote to adopt the following as a general by-law and to insert it into the Code of the Town of Chatham, Massachusetts.

Article: Commercial Single-Use Plastic Water Bottle Ban

To see if the Town will vote to adopt the following as a general by-law and to insert it into the Code of Town of Sandwich, Massachusetts.

Section 1. Sale of Single-use Plastic Water Bottles

Effective on September 1, 2021, it shall be unlawful to sell non-carbonated, unflavored drinking water in single-use plastic bottles of less than one gallon in the Town of Sandwich. Enforcement of this regulation will begin September 1, 2021.

Section 2. Definitions

A single-use plastic bottle is a beverage container made from any type of plastic resin.

Section 3. Exemptions

Sales or distribution of non-carbonated, unflavored drinking water in single-use plastic bottles occurring subsequent to a declaration of emergency (by the Emergency Management Director or other duly authorized Town, County, Commonwealth, or Federal official) affecting the availability and/or quality of drinking water to residents of the Town shall be exempt from this bylaw until seven days after the declaration has ended.

Section 4. Enforcement

Enforcement of this article shall be the responsibility of the Town Manager or his/her designee. The Town Manager shall determine the inspection process to be followed, incorporating the process into other Town duties as appropriate.

Any establishment conducting sales in violation of this article shall be subject to a non-criminal disposition fine as specified in G.L. Chapter 40 § 21D. The following penalties apply:

- First violation: Written warning
- Second violation: \$150 fine
- Third and subsequent violations: \$300 fine

Each day a violation continues constitutes a separate violation, incurring additional fines. Any such fines collected shall be payable to the Town of Sandwich.

All businesses will be routinely inspected until the Town Manager deems the inspection to no longer be required.

Rationale

Single-use plastic bottles impact environmental health, and the health and longevity of other species, who may ingest plastic as food. Ultimately, plastic re-enters the human food chain where the adverse consequences are both known and emerging. Plastics pollute and impact our environment across their lifecycle from production to use to disposal.

Over 1,500 single-use plastic water bottles are used and discarded in the U.S. per second. Elimination of the use of single-use plastic water bottles will have a significant impact on future plastic-bound pollution including the nation's greenhouse gas footprint and is consistent with protection of the natural environment in Sandwich, Barnstable County, our nation and our earth, which we have a common responsibility to protect and steward.

(Submitted by Petition)

No Recommendation Required.

ARTICLE 18

We, the undersigned Registered Voters of the Town, hereby petition your honorable board to insert the following Article in the Warrant for the Town Meeting of SANDWICH.

In accordance with Massachusetts General Laws c. 39, § 10, and §1.05 Part 1 of the Town ByLaws of the Town of Sandwich, the undersigned registered voters of Sandwich, Massachusetts request the insertion of the following Article on the Warrant for the May 2020 Annual Town Meeting of Sandwich, Massachusetts:

To see if the Town will vote to adopt the following as a general bylaw and to insert it into Chapter 4 of the Town Bylaws of the Town of Sandwich, Massachusetts as Section 4.20:

Chapter 72 – CLIMATE POLICY

Section 4.20 Climate Policy

The Town of Sandwich recognizes that the climate emergency, driven by human activity including energy consumption and land use practices and leading to global warming, rising seas, deadly storms, dangerous heat waves, acidifying oceans, and melting ice sheets, poses an imminent threat to the health, safety and economic security of the residents of the Town. The Town of Sandwich therefore adopts as its policy the objective of reducing net greenhouse gas emissions from human activity within and by the Town to zero at the easiest technically and economically feasible time, and directs that all officers of the departments of the Town take such measures within the scope of their respective responsibilities and authority as may be necessary and prudent to facilitate such policy and objective.

(Submitted by Petition)

No Recommendation Required.

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 28th Day of May, 2020.


David J. Sampson, Chairman


Michael J. Miller, Vice Chairman


Robert J. George

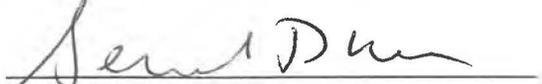

Shane T. Hctor


Charles M. Holden

SANDWICH BOARD OF SELECTMEN

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

5/29/2020
Date


Constable

Reference Material

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

ARTICLE 2 – FY'21 ESTIMATED GENERAL FUND REVENUES & EXPENSES

REVENUES

<u>FY'21 Tax Levy:</u>		
FY'20 Levy Limit	66,281,547	
2.5% Increase	1,657,039	
Est. New Growth	500,000	
Excess Levy Reserve Est.	-3,550,000	
Overrides / Exclusions	0	
County Assess. Outside 2.5: CCC	190,835	
Debt Outside 2.5	2,111,100	67,190,521
<u>Other Revenue:</u>		
MSBA Funds	1,279,534	
State Aid: Discretionary (-6.30%)	2,250,000	
State Ch. 70 Aid: School (0.00%)	7,151,788	
Est. Local Receipts	5,000,000	
Surplus Revenue / Free Cash	2,640,082	
FY'20 Health Insur. to Capital	800,000	
Overlay Release	50,000	
Transfer from Stabilization Fund	0	<u>19,171,404</u>
Total Estimated Revenues		86,361,925

<u>Stabilization Fund & OPEB Trust Fund Balances:</u>		
	<u>Stab. Fund</u>	<u>OPEB</u>
Actual Balance on 7/1/19:	1,829,888	921,925
Proposed Transfer From/To Fund:	<u>25,000</u>	<u>25,000</u>
Projected Post ATM Balance:	1,854,888	946,925

EXPENSES

<u>ReCap Sheet Items:</u>		
State: Tuition Assess. (10.00%)	4,895,534	
State: All Other Assess. (3.00%)	633,854	
Abatements / Overlay	550,000	
FY'20 Snow & Ice Deficit	0	6,079,388
<u>Town Meeting Items:</u>		
Group Health Insur. (-2.54%)	11,500,000	
County Retire. Assess. (-5.69%)	3,769,883	
Property & Liability Insur. (4.17%)	1,250,000	
Medicare (4.00%)	676,000	
Unemployment Account	100,000	
OPEB Trust Fund	25,000	
Debt: Long Term - General Fund	3,834,470	
Borrowing Expenses	100,000	
Reserve Fund	500,000	
Capital Budget - Net	326,138	
Capital - 100 Route 6A Reno.	1,800,000	
Transfer to Stabilization Fund	25,000	23,906,491
<u>Operating Budgets:</u>		
School Budget: Local (3.75%)	27,992,918	
Ch. 70 (0.00%)	7,151,788	35,144,706
UCCRVTS Budget (-1.21%)		2,135,468
General Gov't. Budget (2.58%)		<u>18,256,108</u>
Total Estimated Expenses		85,522,161
ESTIMATED FY'21 BUDGET BALANCE		839,764

ARTICLE 15 – HENRY T. WING RESIDENCES PLAN



SITE PLAN 1"= 80'-0"
[North Arrow]



HENRY T. WING RESIDENCES
cultivating community one neighbor at a time



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 bond term.

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.

Receipts Reserved for Appropriation Account – A special revenue account established by Town Meeting where receipts for a specific program or purpose are set aside in the fund. Expenditures from the account must be approved by Town Meeting.

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