

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF GRAFTON
SPECIAL TOWN MEETING WARRANT
June 20, 2020
9:00 A.M.**

Worcester, ss:

To Any of the Constables of the Town of Grafton, in the County of Worcester

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are directed to notify and warn the inhabitants of the Town of Grafton, qualified to vote in elections and Town affairs, to meet on/in the Grafton High School Football Field/Gymnasium at the Grafton High School on Saturday, the 20th Day of June, 2020(rain date Sunday, the 21st of June, 2020) at Nine O'clock AM (9:00 AM) and act on the following articles, to wit:

ARTICLE 1. ADJUST FY20 BUDGET

To see if the Town will vote to transfer from available sources a sum of money for the purpose of adjusting certain line items within the operating budget for FY20, or take any other action relative thereto.

Submitted by: Town Administrator

AMOUNT	TRANSFER FROM	TRANSFER TO	REASON
\$50,000.00	Police Personnel Services	Police Expenses	Unforeseen expenses and additional unanticipated fees. Additional personnel funds due to grants.
\$5,000.00	Fire Personnel	Select Board Personnel	Additional Hours associated with Covid-19 work and assistance with generating mailers, town meeting coordination, more regular meeting schedule by Board
\$15,000.00	Fire Personnel	MIS/GIS Expenses	Additional costs associated with Covid-19 to deploy employees to remote locations.
\$5,000.00	Fire Personnel	Municipal Center Personnel	OT to prepare building for reopening after Covid-19
\$1,000.00	Fire Personnel	Building Expenses	Additional PPE for staff. Tripled # of permits and needed additional supplies.
\$2,000.00	Fire Personnel	Board of Health Personnel	Covid-19 related OT for Nancy Connors.
\$15,000.00	Fire Personnel	Unclassified Personnel	HRA expenses for employees
\$17,000.00	Fire Personnel	Elections & Registration Expenses	Covid-19 related for info/mailers, absentee ballots, etc
\$7,500.00	Fire Personnel	Elections & Registration Personnel	Covid-19 related for additional officers needed for outdoor town meeting

	ARTICLE 1. ADJUST FY21 BUDGET continued		
\$25,696.00	Recreation Seasonal Personnel	Recreation Expenses	Additional Personnel from lack of programming. Move to expenses to make improvements to infrastructure at various parks.
\$5,700.00	Council on Aging Personnel	Council on Aging Expenses	PT Chef and PT Activities Coordinator not paid wages due to Covid. Money transferred towards new commercial freezer for kitchen. Current is old, door gaskets worn and leaking.
\$15,000.00	Highway Personnel	Highway Expenses	Existing Brush mower for trackless machine no longer can be repaired. New diagnostic tester for trucks needed.
\$5,000.00	Highway Personnel	Engineering Expenses	Additional funding needed to meet FY20 Stormwater reporting requirements

ARTICLE 1. ADJUST FY20 BUDGET

Recommendation of the Finance Committee for Special Town Meeting Warrant Article 1.

Finance Committee recommends passage of Article 1.

This article does not require additional funds to be added to the FY20 budget.

This article is a list of ongoing Interdepartmental Transfers to close out Fiscal Year 2020. The unspent funds from Departments that have not needed their full amount of budgeted funds are being used to offset other Departments that have experienced increased needs due to the Covid-19 Pandemic. Other transfers reflect a list of improvements within their Departments as a result of decreased payroll due to the Covid-19 Pandemic.

ARTICLE 2. BALANCE FY20 SNOW & ICE ACCOUNT

To see if the Town will vote to transfer a sum of money from available sources for the purposes of balancing the Snow & Ice Account, or take any other action relative thereto.

Submitted by: Town Administrator

ARTICLE 2. BALANCE FY20 SNOW & ICE ACCOUNT

Recommendation of the Finance Committee for Special Town Meeting Warrant Article 2.

Finance Committee recommends passage of Article 2 in the amount of \$87,886.55.

This article covers the deficit spending in the FY20 Snow and Ice Account. The transfer of funds from the remaining balance from the Street Lighting Warrant Article in the amount of \$80,000.00 and the transfer of funds from Free Cash in the amount of \$7,886.55 will balance the Snow and Ice Salaries Account and the Snow and Ice Expenses Account.

ARTICLE 3. AUTHORIZE PAYMENT OF PRIOR FISCAL YEAR BILLS

To see if the Town will vote to authorize payment of any prior fiscal year bills from available sources, or take any other action relative thereto.

Submitted by: Town Administrator

ARTICLE 3. AUTHORIZE PAYMENT OF PRIOR FISCAL YEAR BILLS

Recommendation of the Finance Committee for Special Town Meeting Warrant Article 3.

Finance Committee recommends passage of Article 3.

This article uses Free Cash to fund payment of the following Departmental past due invoices in the amount of \$739.32:

AppGeo:	\$251.25
Verizon:	\$228.19
Mikes Mobile:	\$110.00
Gatehouse Media:	\$149.88

ARTICLE 4. SICK AND VACATION BUYBACK

To see if the Town will vote to raise and appropriate and/or transfer a sum of money from available sources, to fund the accumulated sick and vacation leave buyback for retiring employees pursuant to the Town By-Laws and/or collective bargaining agreements, or take any other action relative thereto.

Submitted by: Town Administrator

ARTICLE 4. SICK AND VACATION BUYBACK

Recommendation of the Finance Committee for Special Town Meeting Warrant Article 4.

Finance Committee recommends passage of Article 4 in the amount of \$10,000.00.

This article uses the funding source of Free Cash to pay the sick and vacation leave buyback for an employee who recently resigned.

ARTICLE 5. CPC – AFFORDABLE HOUSING TRUST

To see if the Town will vote to transfer Fifty-Three Thousand Nine Hundred Fifty-Seven Dollars (\$53,957) from the CPA Affordable Housing Reserve account to the Grafton Affordable Housing Trust, with such funds to be used in accordance with the CPA guidelines for community housing, or take any other action relative thereto.

Submitted by: Community Preservation Committee

ARTICLE 5. CPC – AFFORDABLE HOUSING TRUST

Recommendation of the Finance Committee for Special Town Meeting Warrant Article 5.

Finance Committee recommends passage of Article 5 in the amount of \$53,957.00 as written.

This article transfers the funds to the Affordable Housing Trust. This article satisfies the Community Preservation Act requirement to reserve 10% of Community Preservations Act funds for the Affordable House Trust purposes.

ARTICLE 6. EASEMENT TO NATIONAL GRID/MASS. ELECTRIC & OTHER UTILITIES FOR UNDERGROUND & ABOVE GROUND SYSTEM FOR TOWN BEACH AT 245 UPTON STREET

To see if the Town will vote to: (a) authorize the Select Board, for and on behalf of the Town and upon such terms and conditions as the Board deems in the best interests of the Town, to convey to the Massachusetts Electric Company and/or Verizon New England, Inc., and to such other utilities, if any, as may be necessary or advisable, to maintain and operate, for the

transmission of electric current and intelligence, a perpetual easement to install, construct, reconstruct, repair,

ARTICLE 6. EASEMENT TO NATIONAL GRID/MASS. ELECTRIC & OTHER UTILITIES FOR UNDERGROUND & ABOVE GROUND SYSTEM FOR TOWN BEACH AT 245 UPTON STREET continued

replace, add to, maintain and operate an underground and above ground system and all necessary equipment, facilities and appurtenances, in, under, and at 245 Upton Street, where the existing Town Beach is located; and (b) authorize the Board to take any and all action necessary for the purpose of effectuating the foregoing vote, or take any other action relative thereto or thereon.

Submitted by: Town Administrator

ARTICLE 6. EASEMENT TO NATIONAL GRID/MASS. ELECTRIC & OTHER UTILITIES FOR UNDERGROUND & ABOVE GROUND SYSTEM FOR TOWN BEACH AT 245 UPTON STREET

Recommendation of the Finance Committee for Special Town Meeting Warrant Article 6.

Finance Committee recommends passage of Article 6 as written.

This article allows utilities to be installed and maintained via an easement for Grafton's Town Beach under the authorization of the Board of Selectmen.

ARTICLE 7. EXTEND LEAVE PROVISIONS UNDER ARTICLE 20 OF THE PERSONNEL BYLAW

To see if the Town will vote to extend the provisions of Article 20, Section 4-20, and allow for the carryover of more than ten (10) days of vacation time for employees, at the sole discretion of the Town Administrator, for the Fiscal Year beginning July 1, 2020, to expire June 30, 2021, or take any other action relative thereto.

Submitted by: Town Administrator

ARTICLE 7. EXTEND LEAVE PROVISIONS UNDER ARTICLE 20 OF THE PERSONNEL BYLAW

Recommendation of the Finance Committee for Special Town Meeting Warrant Article 7.

Finance Committee recommends passage of Article 7 as written.

This article gives the Town Administrator temporary authority to allow for a 10 day plus vacation carry over to Town Employees to be used between July 1, 2020 through June 30, 2021 due to Covid-19.

ARTICLE 8. DISPOSAL OF PROPERTY AT 8 PINE STREET

To see if the Town will vote to allow the Select Board to dispose of the property at 8 Pine Street, pursuant to MGL Ch. 30B, under such terms and conditions as it deems to be in the best interests of the Town, or take any other action relative thereto.

Submitted by: Town Administrator

ARTICLE 8. DISPOSAL OF PROPERTY AT 8 PINE STREET

Recommendation of the Finance Committee for Special Town Meeting Warrant Article 8.

Finance Committee recommends passage of Article 8 as written.

This article gives the Select Board authorization to sell the property at 8 Pine Street.

And you are directed to serve this Warrant by posting up an attested copy thereof in some conspicuous place in each of the precincts of the Town at least fourteen days before said meeting.

Hereof fail not and make due return of this Warrant, with your doings thereon to the Town Clerk, at the time and place of meeting as aforesaid.

Given under our hands this 22nd day of May in the year of our Lord Two Thousand Twenty.

SELECT BOARD

TOWN OF GRAFTON

Jennifer Thomas
Jennifer Thomas, Chair

Doreen DeFazio
Doreen DeFazio, Vice Chair

Peter Carlson
Peter Carlson, Clerk

Donna Stock

Edward Prisby

A TRUE COPY,
ATTEST: May 22, 2020

I have complied with the requirements of the above Warrant and with the Town of Grafton By-Laws by posting an attest copy of the Warrant in some conspicuous place in each of the precincts of the town on the above date.

Edward Prisby
Constable of Grafton