COMMONWEALTH OF MASSACHUSETTS
TOWN OF GRAFTON
ANNUAL TOWN MEETING WARRANT
OCTOBER 21, 2019
7:30 PM

Worcester, ss:
To Either 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 in the Grafton High School located at 24 Providence Road on Monday, the Twenty First (21) Day of October, 2019 at Seven Thirty (7:30) PM to act on the following articles, to wit:

ARTICLE 1. ADJUST FY20 OPERATING BUDGET

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

Submitted by: Town Administrator

ARTICLE 2. PRIOR FISCAL YEAR BILLS

To see if the Town will vote to transfer from available funds a sum of money to pay bills incurred in a prior fiscal year, or to take any other action relative thereto.

Submitted by: Town Administrator

ARTICLE 3. FIRE DEPARTMENT RETIREMENT

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to the Fire Department Retirement Account, or to take any other action relative thereto.

Submitted by: Town Administrator

ARTICLE 4. SICK AND VACTION BUYBACK

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

Submitted by: Town Administrator

ARTICLE 5. CISCO HOMESTEAD

To see if the Town will vote to appropriate the sum of forty-five thousand dollars ($45,000) from the Historical Reserve Account for the purpose of creating interior plans, drawings, and architectural specifications for the interior restoration of the Cisco Homestead located on the Nimpuc Reservation, 80 Brigham Hill Rd, Grafton, MA with such funds to be expended by June 30, 2021, or to take any other action relative thereto.

Submitted by: Community Preservation Committee

ARTICLE 6. CPC AFFORDABLE HOUSING RESERVE

To see if the Town will vote to reserve fifty two thousand and nine dollars ($52,009) from FY2020 Community Preservation Fund revenues for Affordable Housing, or take any other action relative thereto.

Submitted by: Community Preservation Committee

ARTICLE 7. CPC OPEN SPACE RESERVE

To see if the Town will vote to reserve fifty two thousand and nine dollars ($52,009) from FY2020 Community Preservation Fund revenues for Open Space, or take any other action relative thereto.

Submitted by: Community Preservation Committee

ARTICLE 8. CPC HISTORIC PRESERVATION RESERVE

To see if the Town will vote to reserve fifty two thousand and nine dollars ($52,009) from FY2020 Community Preservation Fund revenues for Historic Preservation, or take any other action relative thereto.

Submitted by: Community Preservation Committee

ARTICLE 9. FUND FOR CPC PURPOSES

To see if the Town will vote to appropriate two hundred and sixty thousand one hundred and ten dollars ($260,110) from FY2019 Community Preservation Fund revenues for FY2020 Community Preservation Fund purposes or take any other action relative thereto.

Submitted by: Community Preservation Committee

ARTICLE 10. CPC BASELINE REPORTS

To see if the Town will vote to appropriate four thousand dollars ($4,000) from the Open Space Reserve Account for the purpose of creating baseline reports for Conservation Restrictions held by the Grafton Land Trust on the Great Meadows Gateway parcel and the Robinson Chapter 61B withdrawal purchase recently added to the Silver Lake Conservation Area, with funds to be expended by June 30, 2021, or take any other action relative thereto.

Submitted by: Community Preservation Committee

ARTICLE 11. BASELINE REPORTS FOR CPC

To see if the town will vote to raise and appropriate and/or transfer from available funds, four thousand dollars ($4,000) for the purpose of creating baseline reports for Conservation Restrictions held by the Grafton Land Trust on the Webber and Mazza Farm parcels, with such funds to be expended by June 30, 2021 or to take any other action relative thereto.

Submitted by: Community Preservation Committee

ARTICLE 12. BORROWING TO PAY ADDITIONAL COSTS OF COMPLETING THE DEPARTMENT OF PUBLIC WORKS FACILITY PROJECT.

To see if the Town will vote to appropriate a sum of money to pay costs of completing the Department of Public Works facility project, which project was originally authorized by vote of the Town under Article 11 of the Warrant at the Annual Town Meeting held on May 8, 2017; to determine whether this amount should be raised by taxation, transfer from available funds, borrowing or otherwise, or to take any other action relative thereto.

Submitted by: Town Administrator

ARTICLE 13. ROAD IMPROVEMENT STABILIZATION FUND

To see if the Town will vote to transfer $1,500,000 from the Road Improvement Stabilization fund to the Road Improvement Capital Expenditures fund for road improvement projects consistent with Chapter 90 rules and regulations as recommended by the DPW Advisory committee and approved by the Select Board, or take any other action relative thereto.

Submitted by: Town Administrator

ARTICLE 14. LONG RANGE TREE REMOVAL/REPLACEMENT ACCOUNT

To see if the Town will vote to establish a Long Range Tree Removal/Replacement Account, to be spent at the direction of the Select Board, and to raise and appropriate and/or transfer from available funds, a sum of money for the purposes of removing and replacing trees throughout town, or take any other action relative thereto.

Submitted by: Town Administrator

ARTICLE 15. DEROSIERS LANDING ROADWAY ACCEPTANCE

To see if the Town will vote to accept the roadways and associated utilities and easements in the Dendee Acres Subdivision known as Derosiers Landing, or to take any other action relative thereto.

Submitted by: Town Administrator

ARTICLE 16. ELECTRIC AGGREGATION ADDER REVOLVING ACCOUNT

To see if the Town will vote to amend Article 39 of the Grafton General Bylaws as previously approved in Article 9A of the May 2018 Annual Town Meeting Warrant to include an account entitled "Electric Aggregation Energy Adder", to be spent at the direction of the Town Administrator for the fiscal year beginning July 1, 2019, to be expended in accordance with the bylaws heretofore approved.

Board/Department/Officer authorized to expend:	Revenue Source	Funds may be expended only for:	FISCAL YEARS
Town Administrator	Electric aggregation energy adder	Sustainability initiatives	Fiscal Year 2020 and subsequent years

Submitted by: Town Administrator

ARTICLE 17. ELECTRIC AGGREGATION ADDER REVOLVING ACCOUNT SPENDING LIMIT

To see if the Town will vote to authorize the total expenditures for the following revolving funds pursuant to G.L. c. 44 Section 53E ½ for the fiscal year beginning July 1, 2019, to be expended in accordance with the bylaws heretofore approved.

Board/Department/Officer authorized to expend:	Spending Limit
Town Administrator	$75,000

Submitted by: Town Administrator

ARTICLE 18. DRAINAGE EASEMENTS, ADAMS ROAD

To see if the Town will vote to authorize the Select Board to acquire by gift, purchase, or taking, certain temporary and permanent easements to real property abutting Adams Road and in Lot 38, that are necessary for laying sewers or drains, the survey and legal descriptions of which are shown on the plan on file at the Office of the Town Clerk and available on the Town's website, or take any other action relative thereto.

Submitted by: Town Administrator

ARTICLE 19. ADAMS ROAD DRAINAGE PROJECT

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum of money, to be spent at the direction of the Select Board, for the purposes of upgrading and installing drainage along Adams Road, or take any other action relative thereto.

Submitted by: Town Administrator

ARTICLE 20. TOWN CHARTER AMENDMENTS

To see if the Town will vote to amend the Town Charter pursuant to the Town Meeting's vote on Article 35 of the May 13, 2019 Annual Town Meeting Warrant by replacing the words "Board of Selectmen" wherever those words appear with the words "Select Board" as shown on the revised copy of the Town Charter on file at the Town Clerk's Office, or take any other action relative thereto.

Submitted by: Town Administrator

ARTICLE 21. TOWN GENERAL BYLAW AMENDMENTS

To see if the Town will vote to amend the General By Law pursuant to the Town Meeting's vote on Article 35 of the May 13, 2019 Annual Town Meeting Warrant by replacing the words "Board of Selectmen" wherever those words appear with the words "Select Board", as shown on the revised copy of the General Bylaws on file at the Town Clerk's Office, or take any other action relative thereto.

Submitted by: Town Administrator

ARTICLE 22. TOWN ZONINIG BYLAW AMENDMENTS

To see if the Town will vote to amend the Zoning By Law pursuant to the Town Meeting's vote on Article 35 of the May 13, 2019 Annual Town Meeting Warrant by replacing the words "Board of Selectmen" wherever those words appear with the words "Select Board", as shown on the revised copy of the Zoning Bylaws on file at the Town Clerk's Office, or take any other action relative thereto.

Submitted by: Town Administrator

ARTICLE 23. ADDITIONAL COMPENSATION FOR TOWN CLERK

To see if the Town will vote to accept MGL Ch. 41, Sec. 19k, allowing for additional compensation for Town Clerk's based on the requirements set forth in the law, or take any other action relative thereto.

Submitted by: Town Clerk

ARTICLE 24. CAPITAL IMPROVEMENT PLANNING COMMITTEE BYLAW

To see if the Town will vote to enact the following Town General Bylaw:

Capital Improvement Planning Committee

Purpose

The committee shall study the requirements and needs for Capital Improvement in the Town of Grafton. The committee shall advise the Town Administrator, Select Board, and Finance Committee on the results of its work.

Establishment and Membership

There shall be a Capital Improvement Planning Committee, henceforth abbreviated CIPC, comprising seven (7) members. Three (3) members shall be chosen by their respective boards as follows: one member each from the Finance Committee, School Committee and Board of Selectmen; and four citizens at-large appointed by the Town Moderator. Each citizen-at-large member shall serve a two (2) year term. The Town Administrator and Superintendent of Schools, or their designated representatives, will be non-voting members. All voting members shall be registered voters of the Town of Grafton. Said Committee shall choose its own officers, set its own rules and shall serve without pay. Any vacancies shall be filled in the same manner as the original appointment and persons appointed to fill vacancies shall serve for the remainder of his predecessor's term of office.

Definitions

A. Capital Improvement.

Any acquisition, lease or transfer of land; or building
Any acquisition, lease or transfer of motor vehicles
Any acquisition or lease of any single item of equipment with a total cost of $10,000 or more, and a substantial useful life of at least five (5) years
Any construction, reconstruction, replacement, extension or other improvement of public buildings, highways, sidewalks, storm drains, sewerage installations, playgrounds, parks and substantially similar public works, or for a facility, structure or a utility appurtenant to any of the same with a total cost of $10,000 or more.

B. Capital Budget. A one (1) year plan of estimated capital improvements and the method of financing them.

C. CIPC Five Year Plan. An annual report assembled by the committee including recommendations for capital improvements for the following five (5) fiscal years. The report shall be submitted by December 1st to Finance Committee, the Select Board and Town Administrator for consideration and preparation of the Capital Budget.

D. Capital Package. All capital project submission forms completed by departments and submitted to the Town Administrator to be reviewed by Capital Improvement Planning Committee.

Charge

The Capital Improvement Planning Committee is charged with carrying out the following duties, as appropriate, to fulfill its purpose:

A. Maintain the CIPC Five Year Plan
B. Review proposed capital projects in the Capital Package, or as necessary outside the budget process
C. Recommend an annual capital budget
D. Monitor the delivery of approved projects
E. Research published best practices related to capital improvement planning

F. Recommend tools, processes, and policies that relate to capital planning and budgeting that can be approved by the Select Board
G. Any other relevant initiatives related to capital planning

Capital Request Submission Requirements

A. All proposed capital improvements shall be submitted by departments in writing to the Town Administrator for inclusion in the capital improvement program. All submissions must be received no later than August 15 for consideration in the capital budget for the following fiscal year.

B. The Town Administrator compiles all submission requests into a comprehensive capital package. The capital package is given to the Capital Improvement Planning Committee for review, including all original submission forms received from departments. The capital package shall be provided by the Town Administrator to CIPC by September 1.

...or take any other action relative thereto.

Submitted by: Capital Improvement Bylaw Study Committee

ARTICLE 25. MOSQUITO CONTROL

To see if the Town will vote to become a member of the Central Massachusetts Mosquito Control Project, pursuant to MGL c. 252, § 5A and other applicable sections of said law, or take any other action relative thereto.

Submitted by: Board of Health

ARTICLE 26. 7 INSTITUTE ROAD REAR CELL TOWER LEASE/PURCHASE

To see if the Town will vote to dispose of 7 Institute Road Rear by sale, lease of up to 30 years, or other terms deemed in the Town's best interests by the Select Board, for purposes of locating a cellular tower thereon, or take any other action relative thereto.

Submitted by: Town Administrator

ARTICLE 27. SEWER DEPARTMENT MAJOR EQUIPMENT REPAIR/REPLACEMENT

To see if the Town will vote to transfer the sum of $100,000 from Sewer Retained Earnings Account #25-045-1-3590-5-0 to account entitled "Major Equipment Repair/Replacement" Account #25-800-6440-6069, or take any other action relative thereto.

Submitted by: Board of Sewer Commissioners

ARTICLE 28. SEWER DEPARTMENT PLANT UPGRADE/EXPANSION

To see if the Town will vote to transfer the sum of $400,000 from Sewer Retained Earnings Account #25-045-1-3590-5-0 to account entitled "Plant Upgrade/Expansion" #25-800-6440-6068, or take any other action relative thereto.

Submitted by: Board of Sewer Commissioners

ARTICLE 29. SEWER DEPARTMENT INFLOW & INFILTRATION INSPECTION & REPAIR

To see if the Town will vote to transfer the sum of $100,000 from Sewer Retained Earnings Account #25-045-1-3590-5-0 to account entitled "Inflow & Infiltration and Repair" #25-800-6440-6288, or take any other action relative thereto.

Submitted by: Board of Sewer Commissioners

ARTICLE 30. FUND VARIOUS STABILIZATION ACCOUNTS

To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum of money, to be placed into various stabilization accounts, or take any other action relative thereto.

Submitted by: Town Administrator

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 the 17th day of September in the year of our Lord Two Thousand Nienteen.

Edward Prisby, Chairman

Jennifer Thomas, Vice Chairman

Peter Carlson, Clerk

Doreen DeFazio

A TRUE COPY,
ATTEST:

September 17, 2019

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

Constable of Grafton