



TOWN OF WALPOLE
COMMONWEALTH OF MASSACHUSETTS

Walpole Town Hall
135 School Street
Walpole, MA 02081
Phone (508) 660-7289
Fax (508) 660-7303
Email: JJohnson@walpole-ma.gov

June 11, 2020

Dear Representative Town Meeting Member,

Enclosed you will find materials to help you prepare for the 2020 Spring Annual Town Meeting that is set to begin on Saturday June 20, 2020 at 10:00 AM at the Walpole High School. This Town Meeting will be one of the most unique Town Meetings in Walpole's long and storied history. I am sure that there will be some Town Meeting members who will be unable to participate and for that I am sorry. I know that all Town Meeting members are committed to your important role, but your health and safety must come first.

As you likely already know the Spring Annual Town Meeting will consider three articles which include:

- Article 6 the Fiscal Year 2021 General Operating Budget
- Article 8 the Fiscal Year 2021 Water Budget
- Article 9 the Fiscal Year 2021 Sewer Budget

All other articles will be referred back to their respective petitioner.

The FY2021 proposed general operating budget is based on a revenue projection of \$95,295,902, which is \$1,560,494 or 1.46% greater than FY2020. The Budget that you will be asked to consider is lean but it is not devastating nor does it effectively reverse the success that Walpole has experienced in recent years. It is actually because of Walpole's past success that we have been able to ensure that the Town is sound and continues to support public safety, education and other services.

The FY 21 budget does not use reserves or one-time revenues to assist in the balancing process. The Finance Committee and finance team that helped to develop the budget were mindful that Walpole may need these reserves in FY22 and/or FY23 to ensure that the Town continues to be financially stable and is able to get through this prolonged down turn in the economy.

Revenue projections have been reduced from what was considered more than three months ago in order to reflect the expected downturn in the economy. Prior to presenting the updated budget recommendations to the Finance Committee, the finance team went back and reviewed revenue trends from 2008 through 2010 as well as Walpole's collections to date. Based on that information the team was able to develop some assumptions for FY 2021 for areas such as State Aid, Meals and Hotel's tax collections, Motor Vehicle excise, Licenses and permits and New Growth. These assumptions have led the finance team to recommend more than \$2.5 million in reductions from the budget that was considered in early March to now.

The recommended FY2021 budget fully funds the continuation of services of FY2020, along with some carefully considered additional staffing and expanded programs and services. Since the middle of March Administration has worked with Department Heads to carefully review their budgets and make reductions in order to make up for the \$2.5 million in revenue reductions.

The Finance Committee's recommended budget for FY2021 provides the resources needed to sustain or improve the high level of services that local residents and businesses currently enjoy. I would urge Town Meeting Members to review the updated Town Administrator's budget message dated June 10, 2020 that is included in your Town Meeting packet.

I would like to recognize the outstanding work of the Finance Committee and Town and School officials who all worked closely throughout the budgeting process, and in preparation for Town Meeting. I greatly value the candid discussions and honest efforts by everyone who participated in the budget process. I would also like to recognize the residents who dedicate their time and expertise to serving our community through elected and appointed positions. I am fortunate to serve alongside such dedicated and talented people as we seek to make recommendations that will serve the best interests of the Town and its residents

Please take a look at the Town's website for additional information relating to the Spring Annual Town Meeting and as always feel free to email me directly at jjohnson@walpole-ma.gov if you any questions or concerns relating to Town Meeting.

Sincerely,

A handwritten signature in blue ink, appearing to read "James A. Johnson", with a long horizontal flourish extending to the right.

James A. Johnson
Town Administrator

Town Moderator & Town Clerk 2020 Spring Annual Town Meeting Protocols

In the interests of providing a safe environment for the conduct of our Spring Annual Town Meeting and in concert with the overriding effort to protect the public and town employees during the COVID-19 pandemic, the following protocols and procedures will be implemented. **All plans and operating procedures have been approved by the Walpole Board of Health and reviewed by Town and public safety officials and other stakeholders.** All the usual standards and accommodations of our Town Meetings will continue, other than where noted. Our primary interest is to assure both the safety and legitimacy of our Town Meeting. Updates to these protocols as well as availability of all Town Meeting resources and information can be found at www.walpole-ma.gov.

Risk

- Continuous risk assessment and contingent planning are being conducted throughout the planning of this event and will remain ongoing during the period leading up to Town Meeting. Data related to the spread of COVID-19 in our town strongly suggests that community spread of COVID-19 has significantly slowed and the number of active cases is diminishing. This data supports the responsible phased re-opening and reconstitution of many public and private functions in our town and statewide. If during the period leading to the event community spread or other conditions related to COVID-19 change, local health officials will provide input on the risk assessment. In the case of a negative risk assessment, the Moderator has the ability to postpone the meeting due to a public health/safety issue.
- A record of attendees and participants will be maintained should there be a need for contact tracing.
- All staff and volunteers associated with this event have reviewed and acknowledged the Town of Walpole's COVID-19 Employee Standard Operating Procedures and participated in the self-screening/self-certifying process.

Venue

- The meeting will be held outdoors at the high school football field. Scientific evidence is clear that an outdoor venue is much safer than indoors.
- A diagram of the field layout can be seen here www.walpole-ma.gov
- Handicapped Parking will be designated closest to the snack shack.

Pre-meeting and Check-in

- Check-in will begin at 9:00AM. When RTM Members arrive please remain in your vehicle until your appointed check-in time. RTM members will line up at each entry point. The line to check-in will be overseen by Board of Health Officials in order to ensure sufficient physical distancing per ground markings.
- Check in Time for each precinct is as follows:
 - 9:00AM-9:15AM precinct 1 & 2
 - 9:15AM-9:30AM precinct 3 & 4
 - 9:30AM-9:45AM precinct 5 & 6
 - 9:45AM-10:00AM precinct 7 & 8

If Town Meeting Members are unable to check in at your designated check in time you will be accommodated and allowed to check in when you arrive.

- Signage detailing safety protocols will be posted at the entrances
- In accordance with the Select Board's Declaration of the State of Emergency, the Town Administrator and the Board of Health have ordered that all individuals over 2 years of age shall cover their mouth and nose with a mask or cloth face covering while attending Town Meeting if they are unable to maintain a distance of approximately six feet from every other person.
- Individuals who are unable to wear a face covering due to a medical condition or disability are exempt from this requirement and will be accommodated.
- Masks or face coverings will be required throughout the check in process. The Town will provide masks for those who do not have them.

- Tables will be installed and check-in will be by the paper attendance list used at all Town Meetings attendees are to state their name and address. Names should be stated loudly and clearly. Masked and gloved staff will manage the process.
- A care package including a bottle of water, sunscreen and hand sanitizer will be left at all of the chairs for Town Meeting Members. Please plan to bring additional water, if needed.
- Paper copies of documentation related to Town Meeting will be delivered on Friday, June 12th. No other handouts will be allowed.

Seating

- All seats, implements and venue will be properly sanitized before the meeting. Seats will be set up for single attendees. This allows 15 feet between chairs and 10 yard walking aisles between sections.
- Individuals who may need special accommodations are encouraged to contact the Town Clerk prior to Town Meeting to inform her of the accommodation needed.
- There will be a handicapped designated area that will provide access to those who may need it.
- You will be asked to remain in your seats and area at all times except to speak, utilize a rest room, or when leaving the meeting.
- No congregation of people will be allowed at any time.
- Child care will not be provided.
- Only representative Town Meeting members, Department Heads and Town officials will be allowed on the football field. All non-voters will remain outside the perimeter fencing.

The Meeting

- Our goal for the meeting is to balance discussion and debate on essential articles while limiting the length of the meeting. The meeting will be conducted as close to our normal experience as possible while adhering to the deliberative process of any town meeting.
- The Warrant will be streamlined to three articles, the general budget, the water budget and the sewer budget that are necessary to run and pay the Town's expenses for FY2021.
- Expect the Moderator will get straight to the business of the meeting with limited opening ceremony, brief remarks plus a review of safety protocols by the Director of Public Health.
- The consent agenda for routine and non-controversial articles will be expanded to include all 22 other articles, The consent agenda is also included in this RTM meeting packet.
- Motions will only be accepted 24 hours in advance of the meeting. So, all motions need to be received by the Moderator by 10am Friday, June 19th.
- Your courtesy is sought to limit comment and questions to that which is necessary and non-repetitive. Questions and new information are encouraged for the benefit of the meeting. Statements simply stating support or opposition are discouraged.
- Speakers will be limited to three minutes per motion with no repeat speakers. So, plan your comments accordingly to make the most of your allotted time.
- Efforts by town officials and sponsors are ongoing to make citizens fully aware prior to the meeting of the articles and their merit.
- It is important for all of us to abide by physical distancing standards and other proper behaviors to ensure that we are not creating unnecessary risks to our health and well-being of others during this pandemic.
- If we do not complete the warrant for any reason, the meeting may be adjourned to a proximate date with full intent to hold a subsequent meeting in the moderate future, as necessary. The latter may be necessary as the Department of Revenue Division of Local Services advises that town meeting adopt its budget as the principal business of the meeting. If we can't conclude the meeting prior to June 30, the town will have to adopt a 1/12 budget.
- Microphones will be set up at the front of the seating area. An array of three microphones on stands will be provided and adjusted for each speaker as they approach the microphone. The speaker should not touch the microphone.
- Only one person at a time is allowed in the speaker's area. Please be mindful of the spacing while you wait to speak.

Post the Meeting and Other Matters

- When the meeting is adjourned, please exit in an orderly fashion. The designated exits will be clearly marked the day of the event.
- The Fire Department will have an ambulance on scene.
- The Police Department will be on hand to help the Board of Health if necessary and to assist with traffic.
- In the event that the meeting cannot be held due to weather Town Meeting will be held on the following day which is Sunday June 21st at 10AM in the same location.
- In the event of poor weather forecast the meeting may be postponed. A reverse 911 call will alert all and notice will be posted on the town web site. See Weather Protocol below for full details.
- In the event of a rainfall or other surprise weather situation during the meeting, a judgment will be made on the ground.
- The bathrooms at the snack shack will be open.
- Walpole Media TV will provide live coverage of Town Meeting on Comcast Ch.22 and Verizon Ch. 30. Live streaming will also be available on YouTube by going to the Walpole Media Channel.

Weather Protocol

- Five days prior to the event public safety officials and meteorological expertise will be consulted on the predicted weather. If at that time there is some indicator of an extreme weather factor (predicted storm(s), extreme heat/cold) the event will be evaluated.
- Two days prior the weather will be evaluated for the same parameters and actions.
- One day prior the predicted weather for the time of the event will be evaluated. If the weather will not support the event it will be deemed a "no go" and postponed.
- Early on the day of the event, public safety officials and meteorological expertise will be consulted and a go/no go judgment made. The day's weather will be continually evaluated and decision to cancel or postponed will be made. Due to the logistic concerns and set up requirement, an early decision should be made.
- Due to the use of audio equipment excessive rain is a no go factor. Extreme heat should also be considered as a no go as this event will take place in an open field with minimal shading opportunities. Lightening is a no go. The prediction of thunderstorms would most likely be considered a no go prior to the event. A lightening monitor will be on the field at all times. Weather will be monitored during the event by the safety and operations team.

Finally, each citizen needs to make their own judgment whether to attend. We respect that personal decision and endeavor to make the conduct of the meeting as safe as reasonably possible, guided by state and local public health authorities. Please know that the Governor has signed emergency legislation authorizing the Moderator, after consulting public health officials and the Select Board, to recess the meeting for up to 30 days, and to do so repeatedly if necessary. We will be monitoring the situation with State and Town officials, and if necessary will not hesitate to reschedule the meeting in order to preserve the safety of our neighbors and the legitimacy of Town Meeting as a deliberative legislative body.

Respectfully,

Daniel Bruce
Town Moderator
dbruce@wapole-ma.gov

Elizabeth Gaffey
Town Clerk
lgaffey@walpole-ma.gov

Town Moderator
Daniel F. Bruce



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Walpole, MA 02081
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Town of Walpole
Commonwealth of Massachusetts

2020 Spring Annual Town Meeting Consent Agenda

As noted in Town Meeting Rules, the purpose of the consent agenda is to identify like Articles which would generate no apparent controversy and could be properly voted on as one unit without debate. This spring's consent agenda has been adapted due to the Covid-19 pandemic to limit the duration of Town Meeting for the safety of all members, town officials, town workers, volunteers and their families.

At my request the Finance Committee referred all articles back to the petitioner except for three articles necessary to run and pay the town's expenses. This approach is being adopted by a majority of town's this spring.

The below Consent Agenda will be our first order of business after Town Meeting opens. As per our usual rules, if you wish to have a particular Article removed, call out "Hold" and I will remove the Article for separate action. However, I urge you to consider the health and well-being of your neighbors as to whether the Article is truly necessary during these uncertain times.

Without further ado the following 22 Articles referred back to the petitioner by 14-0-0 vote from the Finance Committee and 4-0-0 vote of the Select Board listed below comprise this Spring's Consent Agenda.

- Article 2 – Personnel By-law amendments
- Article 3 – Personnel new salary schedule non-union employees
- Article 4 – Personnel funding
- Article 5 – FY2020 Supplemental budget
- Article 7 – FY2020 Water Supplemental Retained Earnings transfer
- Article 10 – Snow & Ice
- Article 11 – Unpaid Bills
- Article 12 – Police Contract
- Article 13 – Fire Contract
- Article 14 – DPW Contract
- Article 15 – Clerical Contract
- Article 16 – Dispatchers Contract
- Article 17 – Library Contract
- Article 18 – DEP Asset Management Planning Grant Borrowing
- Article 19 – Walpole Media FY2021 Budget

- Article 20 – Stretch Energy Code By-law
- Article 21 – Inclusionary Zoning By-law
- Article 22 – Affordable Housing Trust Fund
- Article 23 – Stadium Event Parking Overlay District
- Article 24 – Capital Projects \$5MM or greater require town-wide referendum
- Article 25 – Capital Projects surplus funds



WALPOLE

MASSACHUSETTS

Town Administrator's

Updated 2020 Annual Budget
Message

James A. Johnson – Town Administrator

Updated June 10, 2020



Introduction

The budget that was presented in January was developed in the pre COVID-19 world. As the Town Administrator I believe that it is my responsibility to update the Fiscal Year 2021 budget message in order to provide the most accurate and updated information to the residents of Walpole.

The budget that is set to be considered on June 20th is expected to meet the Town's anticipated needs over the coming months as we seek to more fully understand the effects of the pandemic on the Town's operations and expenses, as well as on the projected revenue. To the extent additional revisions are deemed necessary, I will work with the Selectboard, School Officials and the Finance Committee to amend the FY2021 budget at the Fall Town Meeting planned for October 19, 2020.

This message will focus on the summary of the FY2021 budget which will review the amounts available for General Fund appropriation as well as the main drivers in the operating budget.

Fiscal Year 2020

Town officials continue to closely monitor revenue collections as we approach the end of FY 20. In early March the Town froze all spending and new hires that were not directly related to the Town's public safety or COVID-19. This decision allowed the Town to step back and closely monitor all revenue including tax collections and state aid payments. I am pleased to report that as we approach the end of FY 20 the Town's revenue projections in total are just about in line with what was budgeted.

Department heads and Town officials have worked intensely to pursue all COVID-19 relief funds that have been made available to Cities and Towns throughout in the Commonwealth. At this time Walpole has submitted reimbursement applications for the Board of Health, Fire Department, FEMA and CARES funds which will allow the Town to seek reimbursement for Town wide salaries, expenses and unemployment costs. The Total amount submitted for reimbursement for FY 20 is \$309,075. The Finance Team is committed to pursuing all COVID-19 funding sources that may be available as we transition into FY 21.

Revenue

The Finance Committee's FY2021 budget relies on revenue estimates based upon the latest information we have available at this time. The FY 21 budget does not use reserves or one-time revenues to assist in the balancing process. The overall General Fund budget increase is 1.5%. The total amount anticipated to be raised from the tax levy for Fiscal Year 2021 is \$78,130,004 and projects new growth at \$650,000. The Finance team went back and reviewed the Town's Collections to date and made some assumptions and reduced some areas such as State Aid, Meal



and Hotel tax collections, Motor Vehicle excise, Licenses and permits and New Growth. Specifically areas that have been adjusted include:

- Motor Vehicle Excise - \$3,900,000 this is a reduction of \$380,000 over what was proposed in March. It is assumed that most residents will not be purchasing new cars over the next year especially because many of the major car producers have been shut down for a prolonged time during the pandemic.
- License and Permit fees - \$900,000 proposed at this time compared to \$1,050,000 in March of this year.
- Investment income – This line was originally budgeted at \$300,000 which was up from \$81,000 in FY 20 due to an increase in interest rates however, due to the pandemic and the drastic decrease in rates we have reduced this number to \$75,000
- Hotel and Meal Tax – Hotel tax estimates have has been reduced from \$300,000 to \$150,000 and Meal tax estimates have been reduced from \$500,000 to \$250,000.
- Penalties and Interest – This figure has been reduced by \$75,000 because there could be additional legislation proposed to ease these requirements.
- New Growth – This figure has been changed from \$925,000 to \$650,000
- State Aid – At this time the state has yet to finalize their local aid figures for FY 21. The estimated amount of state aid has been reduced by \$1,128,258. This figure represents an estimated 10% reduction in what Walpole budgeted in FY 20. If further revenue reductions are required in the future it is expected that the Town will look to reserves to cover the shortfall.

Expenses

The amount requested for appropriation for FY 21 totals \$95,295,902. In comparison to the Fiscal Year 2020 operating budget which totaled \$93,735,408 the amount that is being recommended for Fiscal year 2021 represents a 1.5% increase of \$1,560,494.

Prior to the COVID-19 outbreak the total amount that was being considered for appropriation was \$97,360,022. Since the pandemic started, this office worked with Department Heads to carefully review all budgets and made the necessary reductions in order to make up for the more than \$2.5+ million in reduced revenue.

Areas on the expense side of the budget that have been adjusted include:

- Select Board - Elimination of a permanent part time clerical position.
- Finance Committee – Elimination of clerical position.



- Reserve Fund – This line has been increased in order to address any unforeseen impacts that may be realized during FY 21. This line also includes funds for the six municipal union contracts that are set to expire on June 30th.
- Treasurer Collector – Reduced financial services line based on trend.
- Town Clerk – Reduced previously recommended increase in hours for a part time clerk.
- Conservation Commission – Added 10 hours per week clerical position. Currently a clerk splits time between ZBA, Econ Development and Cons Com. The clerk has been unable to devote needed time for Conservation Commission matters due to 40B applications before ZBA (up to 5 at this time) and assistance that has been provided to Community Development Director.
- Planning Board – Professional and technical services were reduced from \$10,000 to \$0.
- ZBA – Part time funds reduced by \$8,000. Funds essentially moved to Cons Com.
- Ponds Management – Reduced to \$0.
- Building Maintenance – Reduced expenses by \$24,000.
- Police – Reduced recommended budget by \$122,577. The original FY 21 recommended budget proposed three new positions. The current budget recommends that the new Lt. Position start this summer however it does not backfill the expected Sergeant vacancy. The FY 21 budget proposes that the two new officers do not start until January 2021. These positions are being recommended because we want to continue to adequately address the public safety needs of the Town for years to come.
- Fire - Recommended budget reduced by \$46,298. We have gone through and reviewed the entire Fire budget and made reductions where necessary. At this time the Town is not going to be moving forward with filling the vacant Lieutenant Day Shift position. The proposed budget allows for three Fire Fighting groups of 10 and 1 group with 11.
- Walpole Public Schools – WPS is set to see an increase of \$766,041. The Current recommended budget is \$46,858,876 which is a 1.66% increase over the current FY 20 budget. Prior to the epidemic the recommended budget was \$47,901,167.
- DPW – The Public Works budgets are set to see a reduction in the engineering lines, Highway (elimination of new position), Parks and Cemeteries (elimination of summer help)
- COA – Additional hours have been eliminated for part time positions.
- Library – Eliminated proposed children’s service librarian and summer page position. The books and periodicals budget was also reduced by \$13,500.
- Debt - \$75,000 was eliminated. These funds were earmarked for future facilities and infrastructure improvements.
- OPEB – Reduced the recommended contribution from \$525,000 to \$0
- Unemployment – Increased recommendation from \$165k to \$350,000. At this time it is unknown what the unemployment liability is going to be over the next 6-12 months. This office went back and reviewed the Town’s expended unemployment funds since 2008. . The most costly year was in FY 2011 when the Town spent \$237,000 on unemployment.



- Health Insurance –Some modest adjustments were able to be made to this budget based upon the actual number of employees that have enrolled in the Town’s insurance plan.
- Stabilization – Allocation reduced from \$310,000 to \$0

With the exception of just a few budgets many departments will see level funding or a reduction in their allocation in comparison to Fiscal Year 2020 budgets. Some budgets which are receiving a recommendation for an increase include:

- Reserve Fund - \$250,000 additional funds for reserve
- Police Department - \$64,000 increase which is mostly coming from a half year for 2 new police officer positions
- Fire Department - \$247,000 increase which is primarily due to the hiring of new personnel in FY 20.
- Tri-County Vocational School - \$210,000 increase in the Town’s assessment
- Walpole Public Schools - \$766,000 increase which is a 1.66% increase over the FY 20 appropriation.
- Unemployment - \$235,000 increase

Reserves

As previously stated the FY 21 budget does not use reserves or one-time revenues to assist in the balancing process. The resources included in the Town’s reserves generally include undesignated fund balance (free cash), the Stabilization Fund, Other Post-Employment Benefits (OPEB) and the Finance Committee’s reserve fund. I am mindful that Walpole may need these reserves in FY22 and/or FY23 to ensure that the Town remains financially stable. If it gets to the point where reserves are needed in order to balance the budget I will likely first look to the balances of previously approved capital projects to bridge any potential budget gap. Since Town officials have frozen and delayed many projects that have not been started or that were in the procurement phase I am very confident that Walpole has multiple buffers in place in order to sustain a prolonged downturn in the economy.

As of May 31st the Town Stabilization fund has a balance of \$5,182,382, the OPEB account has a balance of \$4,604,852 and the Town currently has an undesignated fund balance of \$200,000.

Water and Sewer Enterprise Funds

The Water and Sewer Budgets are also set to be taken up on June 20th under Articles 8 and 9. The Sewer and Water Commissioners met on June 8th to set the sewer and water rates for FY 21.



The recommended Water Enterprise Fund budget is \$5,960,357. The current Water Retained earnings balance was certified by the Massachusetts Department of Revenue in August 2019 totaled \$2,776,183.

The recommended Sewer Enterprise budget is \$5,147,299. The current Sewer Retained earnings balance was certified by the Massachusetts Department of Revenue in August 2019 Totaled \$2,178,781.

Conclusion

Just about three months ago this office had developed a balanced budget that was built upon the Town's past budget successes. Never in my wildest dreams would I have imagined that we would find ourselves in the current state of affairs that we have all been living through since early March but this is the hand we have been dealt and we have no choice but to work through it.

The Budget that Town Meeting is set to consider on June 20th shows fiscal constraint but it is not devastating nor does it effectively reverse the success that Walpole has experienced over the last 5-10 years. It is actually because of Walpole's past success that we have been able to ensure that the Town is sound and continues to support essential functions.

I would like to recognize the outstanding work of Town and School Administration, the Finance Team, the Finance Committee, the Selectboard, and the department heads who all worked closely with this office throughout the budgeting process. I would also like to recognize the residents who dedicate their time and expertise to serving our community through elected and appointed positions. We could not be such a great place to live and work without their hard work and cooperative spirit.

ARTICLE 8

SUMMARY OF PROPOSED FY 2021 WATER DEPARTMENT BUDGET

**(168 Miles of Main Line Piping, 8100 Connections, 1400 Hydrants, 1540 Valves, 18 Wells,
4 Booster Pump Stations, 6 Water Storage Tanks, 2 Water Treatment Facilities)**

Salaries:

This section of the budget includes salaries of the 11 Public Works and 2 Clerical employees that are assigned to the Water Department. Salaries of the Assistant Superintendent, as well as one half of the salaries for the Board of Sewer and Water Commissioner's secretary and Department Superintendent are also accounted for in this budget.

Total Salaries Requested \$1,076,754

Operational Expenses:

The expense portion of this years requested budget is proposed to increase by \$6,885 or .42% over the FY 2020 budgeted amount of \$1,621,175. Some of the expense lines have been adjusted to better reflect the needs of the operation.

Total Expenses Requested \$1,628,060

ARTICLE 9

SUMMARY OF PROPOSED FY 2021 SEWER DEPARTMENT BUDGET

(93 Miles of Main Line Piping, 5,742 Connections, 8 Pump Stations, Septage Receiving Facility)

Salaries:

This section of the budget includes the salaries of the 3 Public Works positions and 1 Clerical position that are assigned to the Sewer Department. Also included is one half of the salary for the Board of Sewer and Water Commissioner's secretary and Department Superintendent.

Total Salaries Requested \$333,122

Operational Expenses:

The expense portion of this years requested budget is proposed to decrease by \$21,104 or .48% from the FY 2020 amount of \$4,371,705. The primary factor associated with the decrease is a reduction in the MWRA Assessment.

• MWRA Assessment	\$4,125,676
• MWRA Residuals Disposal	\$95,500
• Septage Facility Operation and Maintenance	\$26,550
• Other Expenses	\$102,875

Total O&M Expenses Requested \$4,350,601

SPRING ANNUAL TOWN MEETING
June 20, 2020
Finance Committee and Select Board votes

Article		Finance Committee Vote	Selectboard Vote
1	Committee Reports		
2	Personnel By-law Amendments	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
3	Personnel Board Salary Schedule	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
4	Personnel Board Monies	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
5	FY20 Budget Adjustments	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
6	FY21 Budget Adjustments	Favorable Action 13-1-1	Favorable Action 4-0-0
7	Water Enterprise Fund Transfer	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
8	Water Enterprise Fund Appropriation	Favorable Action 15-0-0	Favorable Action 4-0-0
9	Sewer Enterprise Fund Appropriation	Favorable Action 15-0-0	Favorable Action 4-0-0
10	FY20 Snow and Ice Deficit	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
11	Prior Year's Unpaid Bills	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
12	Police Contract	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
13	Firefighter's Contract	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
14	DPW Contact	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
15	Town Hall Clerical Contract	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
16	Police Dispatcher's Contract	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
17	Library Contract	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
18	Asset Management Planning Grant	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
19	Cable Fund Transfer	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
20	Stretch Building Code	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
21	Zoning By-laws Inclusionary Zoning	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
22	Walpole Affordable Housing Trust	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
23	Zoning By-laws Stadium Parking	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
24	Capital Budget Referendum	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0
25	Capital Projects Escrow Account	Refer back petitioner 14-0-0	Refer back petitioner 4-0-0

TOWN OF WALPOLE



**COMMONWEALTH OF MASSACHUSETTS
REPORT AND RECOMMENDATIONS OF
THE FINANCE COMMITTEE
SPRING ANNUAL TOWN MEETING**

JUNE 20, 2020 – 10:00 AM

AT THE WALPOLE HIGH SCHOOL

275 COMMON STREET

**PUBLIC HEARING ON FINANCE COMMITTEE
RECOMMENDATIONS WILL BE HELD ON
MONDAY JUNE 15, 2020 AT 7:30 PM
ONLINE**

PLEASE BRING THIS REPORT WITH YOU TO TOWN MEETING

May 28, 2020

To The Citizens of Walpole:

The Finance Committee's primary role is to review all warrant articles submitted for consideration at Town Meeting and make the primary recommendation on said articles. We, the members of the Finance Committee, look at the pros and cons of each article and the impact on the Town and the Citizens of Walpole. The most significant are the FY2021 budgets.

The proposed Town Budget (Article 6) is \$95,295,900 a 1.46% increase over FY2020. The key components of the increase are:

- Public Safety with the addition of five new staff to meet the needs of our growing community.
- Walpole Public Schools with a 1.66% increase.
- Tri-County & Norfolk Aggie combined for a 22.8% increase.

Water Enterprise Fund (Article 8) is essentially a fixed cost operation and though the operating budget is increasing by 1.6% the rates are expected to increase due to declines in water use and reductions in miscellaneous receipts like connection fees. Retained earnings which is usually used for capital projects will this year be used to subsidize the rates.

Sewer Enterprise Fund (Article 9) due to a reduction in the MWRA assessment there is no anticipated rates increase for FY2021.

Due to the Covid-19 related restrictions on in-person gathering and social distancing, we were unable to complete our deliberations. For the health and safety of town officials, employees and town meeting members; we agree with the Town Moderator and the administration on putting forward an abbreviated town meeting agenda. Our recommendation on all articles is to "refer back to petitioner" except those referenced above.

However, our recommendations are just that...recommendations. We ask all of you to complete your own review and analysis of these important decisions and convey your thoughts to your elected Representative Town Meeting Members (RTM). The Finance Committee plans on holding a public hearing on Monday, June 15, 2020 at 7:30 p.m. This may be an online meeting. Please check the Town website and local papers for more details. We invite all citizens to ask questions and voice your opinions with regard to the articles comprising the 2020 Spring Town Meeting Warrant.

WALPOLE FINANCE COMMITTEE

Mark Trudell, Chair
Andrew Flowers, Vice-Chair
Josette Burke, Secretary
Megan Rees Ahigian
Allyson Hamilton
Susan Lawson
Sean Ahern
Brian Bain

Douglas Shea
Mark Sullivan
Lisa Van der Linden
Dennis Crowley
Jeff Fisher
Kathleen Greulich
Lucy Romanowiz
Clare Abril, Clerk



May 29, 2020

Dear Walpole Resident,

Enclosed you will find the Warrant booklet for the upcoming Spring Town Meeting. As you may know, Town Meeting was postponed from May 6th to June 20th due to the continued public health crisis and safety risks posed by the novel coronavirus COVID-19. There is no doubt this will be a unique Town Meeting for everyone involved and will require significant coordination, flexibility and patience.

On Saturday June 20, 2020, Representative Town Meeting will be asked to consider a 25 Article Warrant. However, the Finance Committee has moved to refer 22 of the 25 articles back to their petitioners. Town Moderator Dan Bruce informed this office and the Finance Committee he has decided to limit the number of articles to be considered in order to keep the meeting as focused as possible. Moderator Bruce explained this decision will allow Town Meeting Members to avoid any unnecessary prolonged group interaction and ensure the Town will be able to continue operations as the Town transitions from fiscal year 2020 to fiscal year 2021.

The following articles are set to be considered on Saturday June 20th:

- Article 6 the Fiscal Year 2021 General Operating Budget
- Article 8 the Fiscal Year 2021 Water Budget
- Article 9 the Fiscal Year 2021 Sewer Budget

Each of these budgets have been reviewed and vetted by the Finance Committee which has worked to ensure estimates have been scaled back to reflect the expected loss in revenue based on the information we know today. Although the emergence of COVID-19 has caused a reduction in the level of funding that was recommended prior to the outbreak of the pandemic, the FY2021 budgets fully fund the continuation of services from FY2020, along with careful additions in key areas such as public safety and schools.

I would like to express my gratitude to all Walpole residents and to Walpole's Town employees. This Spring has been difficult for all of us and I am optimistic we are getting closer to seeing some light at the end of the tunnel. To all of the first responders and essential workers that have continued to work through all of this THANK YOU! The Commonwealth is fortunate to have so many distinguished and dedicated professionals working in Massachusetts.

Please visit the Town's website to view the most recent information related to Town Meeting. If you have any questions regarding anything related to Town Meeting please feel free to email me directly at jjohnson@walpole-ma.gov. Thank you for taking the time to review this letter.

Sincerely,

James A. Johnson
Town Administrator

**TABLE I
PERCENTAGE OF OPERATING BUDGET BY FUNCTION
FY 2020 AND FY 2021**

FUNCTION	FY 2020 FIN COMM. RECOMMEND	% OF TOTAL FY 2020	FY 2021 FIN COMM. RECOMMEND	% OF TOTAL FY 2021
General Government	5,450,108	6%	5,776,099	6%
Schools - Local	46,092,835	49%	46,858,876	49%
Schools - Regional	921,000	1%	1,131,000	1%
Public Safety	10,825,681	12%	11,143,003	12%
Public Works	5,418,857	6%	5,440,160	6%
Health & Human Services	813,052	1%	806,295	1%
Culture & Recreation	1,786,352	2%	1,860,250	2%
Assessments & Fringe Benefits	18,317,235	19%	18,094,931	19%
Debt	4,110,288	5%	4,185,286	4%
TOTAL BUDGET	93,735,408	100.00%	95,295,900	100%

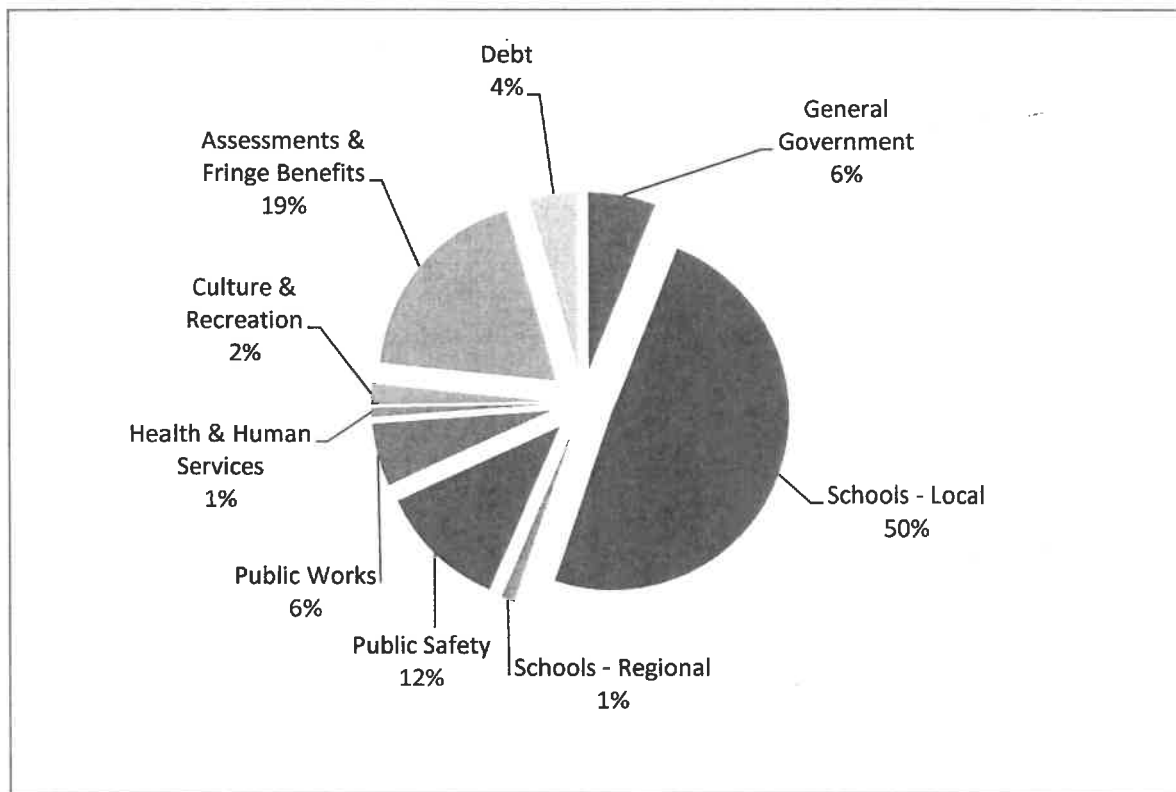


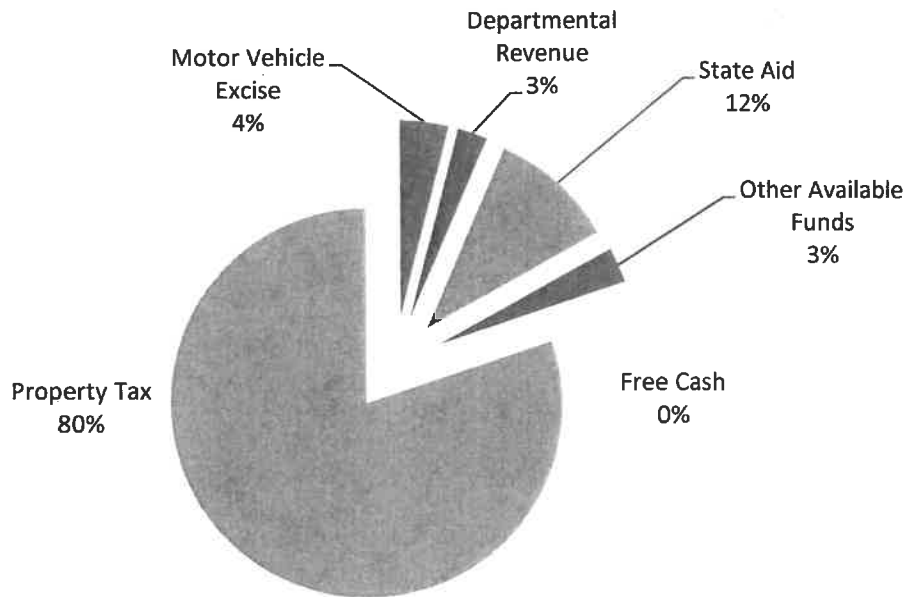
TABLE II
ALLOCATION OF TOTAL APPROPRIATIONS
RECOMMENDED BY FINANCE COMMITTEE BY TYPE
FOR SATM FY- 2021

APPROPRIATION	BUDGET	ARTICLE	TOTAL
GENERAL GOVERNMENT	5,776,099	0	5,776,099
PUBLIC SCHOOLS	47,989,876	0	47,989,876
PUBLIC SAFETY	11,143,003	0	11,143,003
PUBLIC WORKS	5,440,160	0	5,440,160
PUBLIC HEALTH AND HUMAN SERVICES	806,295	0	806,295
CULTURE AND RECREATION	1,860,250	0	1,860,250
ASSESSMENTS & FRINGE BENEFITS	18,094,931	0	18,094,931
DEBT SERVICE	4,185,286	0	4,185,286
OVERLAY	500,000	0	500,000
STATE & COUNTY ASSESSMENT	1,660,265	0	1,660,265
MISC & CONTINGENCIES	25,000	0	25,000
TOTAL GENERAL FUND	97,481,165	0	97,481,165
WATER ENTERPRISE FUND	5,960,357	0	5,960,357
SEWER ENTERPRISE FUND	5,147,299	0	5,147,299
TOWN TOTAL	108,588,821	0	108,588,821

**TABLE III
TOTAL TOWN FUNDING ALLOCATION BY SOURCE
FY 2020 AND FY 2021**

SOURCE	FY2020	PERCENTAGE OF TOTAL	FY2021	PERCENTAGE OF TOTAL
Motor Vehicle Excise	4,280,000	4%	3,900,000	4%
Departmental Revenue	3,154,000	3%	2,419,000	2%
State Aid	11,068,722	11%	10,184,346	10%
Other Available Funds	9,522,168	9%	2,847,817	3%
Free Cash	0	0%	0	0%
Property Tax	74,980,228	73%	78,130,004	80%
TOTAL	103,005,118	100.00%	97,481,167	100.00%

Funding Sources



WALPOLE 2020 SPRING ANNUAL TOWN MEETING - FY' 2021 BUDGET RECOMMENDATIONS

BUDGET	LINE ITEM DESCRIPTION	FY'2017		FY'2018		FY'2019		FY'2020		FY'21
		EXPENDED		EXPENDED		EXPENDED		BUDGET	FINCOM RECOMM	
	TOTAL EXPENSES	\$0.00	\$0.00	\$0.00	\$33,171.00	\$210,000.00	\$460,000.00			
	TOTAL RESERVE FUND:	\$0.00	\$0.00		\$33,171.00	\$210,000.00	\$460,000.00			
01135 Town Accountant										
	TOTAL PERSONNEL SERVICE	\$188,307.57	\$195,486.58	\$202,642.00	\$210,404.00	\$213,511.00				
	TOTAL EXPENSES	\$5,852.84	\$6,933.62	\$7,204.45	\$7,465.00	\$8,175.00				
	TOTAL TOWN ACCOUNTANT:	\$194,160.41	\$202,420.20	\$209,846.45	\$217,869.00	\$221,686.00				
01138 Municipal Office Expenses										
	TOTAL EXPENSES	\$52,855.91	\$54,997.10	\$62,794.36	\$69,400.00	\$69,400.00				
	TOTAL MUNICIPAL OFFICE EXPENSES:	\$52,855.91	\$54,997.10	\$62,794.36	\$69,400.00	\$69,400.00				
01141 Board Of Assessors										
	TOTAL PERSONNEL SERVICE	\$261,169.81	\$265,761.74	\$271,894.16	\$281,361.00	\$282,222.00				
	TOTAL EXPENSES	\$44,190.74	\$44,336.55	\$44,300.00	\$44,879.00	\$45,338.00				
	TOTAL ASSESSORS:	\$305,360.55	\$310,098.29	\$316,194.16	\$326,240.00	\$327,560.00				
01145 Treasurer/Collector										
	TOTAL PERSONNEL SERVICE	\$376,946.82	\$389,879.29	\$414,026.82	\$434,923.00	\$462,138.00				
	TOTAL EXPENSES	\$81,236.19	\$74,068.27	\$91,642.84	\$86,950.00	\$96,000.00				
	TOTAL TREASURER/COLLECTOR:	\$458,183.01	\$463,947.56	\$505,669.66	\$521,873.00	\$558,138.00				
01151 Legal Services										
	TOTAL EXPENSES	\$133,819.52	\$158,542.63	\$163,881.16	\$200,000.00	\$220,000.00				
	TOTAL LEGAL SERVICES:	\$133,819.52	\$158,542.63	\$163,881.16	\$200,000.00	\$220,000.00				
01152 Personnel Board										
	TOTAL PERSONNEL SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
	TOTAL EXPENSES	\$1,762.45	\$1,713.82	\$8,786.90	\$2,800.00	\$2,800.00				
	TOTAL PERSONNEL BOARD:	\$1,762.45	\$1,713.82	\$8,786.90	\$2,800.00	\$2,800.00				

WALPOLE 2020 SPRING ANNUAL TOWN MEETING - FY' 2021 BUDGET RECOMMENDATIONS

BUDGET	LINE ITEM DESCRIPTION	FY'2017		FY'2018		FY'2019		FY'2020		FY'21	
		EXPENDED	EXPENDED	EXPENDED	EXPENDED	EXPENDED	EXPENDED	BUDGET	FINCOM RECOMM		
01155 Information Systems											
	TOTAL PERSONNEL SERVICE	\$162,656.21	\$169,563.00	\$176,482.00	\$182,081.00	\$174,398.00					
	TOTAL EXPENSES	\$133,950.29	\$138,624.05	\$137,586.22	\$143,020.00	\$143,020.00					
	TOTAL INFORMATION SYSTEMS:	\$296,606.50	\$308,187.05	\$314,068.22	\$325,101.00	\$317,418.00					
01161 Town Clerk											
	TOTAL PERSONNEL SERVICE	\$140,377.37	\$134,885.42	\$139,431.73	\$149,364.00	\$159,161.00					
	TOTAL EXPENSES	\$13,712.36	\$14,097.13	\$16,667.92	\$38,410.00	\$22,455.00					
	TOTAL TOWN CLERK:	\$154,089.73	\$148,982.55	\$156,099.65	\$187,774.00	\$181,616.00					
01163 Elections & Registrars											
	TOTAL PERSONNEL SERVICE	\$85,900.00	\$78,295.83	\$78,014.28	\$64,757.00	\$86,498.00					
	TOTAL EXPENSES	\$37,834.60	\$27,403.05	\$34,852.98	\$40,531.00	\$42,845.00					
	TOTAL ELECTIONS & REGISTRARS:	\$123,734.60	\$105,698.88	\$112,867.26	\$105,288.00	\$129,343.00					
01171 Conservation Commission											
	TOTAL PERSONNEL SERVICE	\$68,415.00	\$69,883.51	\$71,267.30	\$72,780.00	\$81,601.00					
	TOTAL EXPENSES	\$4,154.92	\$4,157.78	\$5,121.63	\$5,150.00	\$4,800.00					
	TOTAL CONSERVATION COMMISSION:	\$72,569.92	\$74,041.29	\$76,388.93	\$77,930.00	\$86,401.00					
01175 Planning Board											
	TOTAL PERSONNEL SERVICE	\$53,864.99	\$54,805.00	\$55,899.10	\$57,444.00	\$57,231.00					
	TOTAL EXPENSES	\$4,111.80	\$3,616.75	\$3,006.88	\$6,875.00	\$4,600.00					
	TOTAL PLANNING BOARD:	\$57,976.79	\$58,421.75	\$58,905.98	\$64,319.00	\$61,831.00					
01176 Zoning Board Of Appeals											
	TOTAL PERSONNEL SERVICE	\$9,408.53	\$841.03	\$391.97	\$6,000.00	\$2,000.00					
	TOTAL EXPENSES	\$1,272.29	\$1,233.31	\$1,323.00	\$1,650.00	\$2,500.00					
	TOTAL ZONING BOARD OF APPEALS:	\$10,680.82	\$2,074.34	\$1,714.97	\$7,650.00	\$4,500.00					

WALPOLE 2020 SPRING ANNUAL TOWN MEETING - FY' 2021 BUDGET RECOMMENDATIONS

BUDGET	LINE ITEM DESCRIPTION	FY'2017		FY'2018		FY'2019		FY'2020		FY'21	
		EXPENDED		EXPENDED		EXPENDED		BUDGET		FINCOM RECOMM	
01179 Ponds Management Committee:											
	TOTAL EXPENSES	\$820.64	\$0.00	\$0.00	\$1,000.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00		\$0.00
	TOTAL PONDS MANAGEMENT COMM.:	\$820.64	\$0.00	\$0.00	\$1,000.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00		\$0.00
01182 Community & Economic Development											
	TOTAL PERSONNEL SERVICE	\$135,890.72	\$124,954.63	\$117,050.37	\$138,851.00	\$141,475.00					
	TOTAL EXPENSES	\$744.75	\$1,055.03	\$1,060.00	\$2,050.00	\$3,200.00					
	TOTAL COMMUNITY & ECONOMIC DEVELOPMENT	\$136,635.47	\$126,009.66	\$118,110.37	\$140,901.00	\$144,675.00					
01189 Permanent Building Committee											
	TOTAL PERSONNEL SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00
	TOTAL EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00
	TOTAL PERM. BLDG. COMMITTEE:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00
01192 - DPW: Building Maintenance											
	TOTAL PERSONNEL SERVICE	\$731,689.17	\$775,422.00	\$782,336.85	\$849,153.00	\$854,124.00					
	TOTAL EXPENSES	\$1,576,945.08	\$1,253,852.06	\$1,556,852.99	\$1,560,325.00	\$1,560,625.00					
	TOTAL BUILDING MAINT:	\$2,308,634.25	\$2,029,274.06	\$2,339,189.84	\$2,409,478.00	\$2,414,749.00					
01195 Town Report & Annual Audit											
	TOTAL EXPENSES	\$61,175.49	\$54,811.66	\$54,661.91	\$64,800.00	\$64,800.00					
	TOTAL TOWN REPORT & AUDIT:	\$61,175.49	\$54,811.66	\$54,661.91	\$64,800.00	\$64,800.00					
01199 Trust Fund Commission											
	TOTAL PERSONNEL SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00
	TOTAL EXPENSES	\$60.00	\$173.20	\$0.00	\$310.00	\$450.00					
	TOTAL TRUST FUND COMM.:	\$60.00	\$173.20	\$0.00	\$310.00	\$450.00					
TOTAL GENERAL GOVERNMENT:		\$4,915,305.52	\$4,658,755.25	\$5,122,171.62	\$5,470,108.00	\$5,776,099.00					

WALPOLE 2020 SPRING ANNUAL TOWN MEETING - FY' 2021 BUDGET RECOMMENDATIONS

BUDGET	LINE ITEM DESCRIPTION	FY'2017 EXPENDED	FY'2018 EXPENDED	FY'2019 EXPENDED	FY'2020 BUDGET	FY'21 FINCOM RECOMM
TOTAL PUBLIC SAFETY		\$9,001,357.22	\$9,468,431.48	\$10,187,340.04	\$10,825,681.00	\$11,143,003.00
01300 Walpole Public Schools						
	TOTAL PERSONNEL & EXPEN	\$42,019,936.47	\$43,456,414.85	\$44,656,987.65	\$46,092,835.00	\$46,858,876.00
	TOTAL WALPOLE PUBLIC SCHOOLS:	\$42,019,936.47	\$43,456,414.85	\$44,656,987.65	\$46,092,835.00	\$46,858,876.00
01301 Tri-County Vocational						
	TOTAL EXPENSES	\$715,811.00	\$701,409.00	\$681,272.00	\$861,000.00	\$1,071,000.00
	TOTAL TRI-COUNTY VOC. TECH:	\$715,811.00	\$701,409.00	\$681,272.00	\$861,000.00	\$1,071,000.00
01302 Norfolk County Agricultural H.S.						
	TOTAL EXPENSES	\$43,142.00	\$45,103.00	\$47,160.00	\$60,000.00	\$60,000.00
	TOTAL NORFOLK COUNTY AGGIE:	\$43,142.00	\$45,103.00	\$47,160.00	\$60,000.00	\$60,000.00
TOTAL PUBLIC EDUCATION:		\$42,778,889.47	\$44,202,926.85	\$45,385,419.65	\$47,013,835.00	\$47,989,876.00
01411 DPW: Engineering						
	TOTAL PERSONNEL SERVICE	\$254,383.06	\$260,805.02	\$268,463.21	\$304,898.00	\$278,346.00
	TOTAL EXPENSES	\$83,931.88	\$74,132.75	\$41,051.86	\$56,179.00	\$62,354.00
	TOTAL ENGINEERING:	\$338,314.94	\$334,937.77	\$309,515.07	\$361,077.00	\$340,700.00
01421 DPW: Administration						
	TOTAL PERSONNEL SERVICE	\$284,924.49	\$289,836.54	\$301,812.86	\$313,693.00	\$299,938.00
	TOTAL EXPENSES	\$10,490.24	\$7,677.50	\$24,987.68	\$30,500.00	\$23,925.00
	TOTAL DPW ADMINISTRATION:	\$295,414.73	\$297,514.04	\$326,800.54	\$344,193.00	\$323,863.00
01422 DPW: Highway Division						

WALPOLE 2020 SPRING ANNUAL TOWN MEETING - FY' 2021 BUDGET RECOMMENDATIONS

BUDGET	LINE ITEM DESCRIPTION	FY'2017 EXPENDED	FY'2018 EXPENDED	FY'2019 EXPENDED	FY'2020 BUDGET	FINCOM RECOMM
	TOTAL PERSONNEL SERVICE	\$604,748.67	\$628,623.26	\$648,832.85	\$664,709.00	\$555,708.00
	TOTAL EXPENSES	\$230,815.88	\$237,923.19	\$206,420.19	\$238,050.00	\$242,500.00
	TOTAL HIGHWAY DIVISION:	\$835,564.55	\$866,546.45	\$855,253.04	\$902,759.00	\$798,208.00
	01423 DPW: Snow & Ice Removal					
	TOTAL PERSONNEL SERVICE	\$159,706.05	\$224,062.96	\$144,002.26	\$186,100.00	\$187,000.00
	TOTAL EXPENSES	\$565,800.89	\$627,189.49	\$455,231.70	\$632,100.00	\$631,300.00
	TOTAL SNOW & ICE REMOVAL:	\$725,506.94	\$851,252.45	\$599,233.96	\$818,200.00	\$818,300.00
	01424 DPW: Street Lighting					
	TOTAL EXPENSES	\$491,269.02	\$426,651.95	\$425,621.23	\$432,495.00	\$432,700.00
	TOTAL STREET LIGHTING:	\$491,269.02	\$426,651.95	\$425,621.23	\$432,495.00	\$432,700.00
	01433 Solid Waste & Recycling					
	TOTAL EXPENSES	\$1,558,621.27	\$1,717,752.36	\$1,814,242.18	\$2,022,160.00	\$2,103,292.00
	TOTAL SOLID WASTE:	\$1,558,621.27	\$1,717,752.36	\$1,814,242.18	\$2,022,160.00	\$2,103,292.00
	01439 DPW: Landfill Maintenance					
	TOTAL EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL LANDFILL MAINTENANCE:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	01491 DPW: Cemetery					
	TOTAL PERSONNEL SERVICE	\$131,061.56	\$134,005.30	\$140,218.39	\$152,164.00	\$139,361.00
	TOTAL EXPENSES	\$20,623.12	\$16,057.98	\$28,776.91	\$20,905.00	\$21,080.00
	TOTAL CEMETERY DIVISION:	\$151,684.68	\$150,063.28	\$168,995.30	\$173,069.00	\$160,441.00
	01499 DPW: Vehicle Maintenance					
	TOTAL PERSONNEL SERVICE	\$273,166.22	\$277,192.80	\$283,244.00	\$342,754.00	\$353,806.00
	TOTAL EXPENSES	\$108,185.78	\$84,895.55	\$109,080.97	\$105,150.00	\$108,850.00
	TOTAL VEHICLE MAINT. DIVISION:	\$381,352.00	\$362,088.35	\$392,324.97	\$447,904.00	\$462,656.00

WALPOLE 2020 SPRING ANNUAL TOWN MEETING - FY' 2021 BUDGET RECOMMENDATIONS

BUDGET	LINE ITEM	FY'2017	FY'2018	FY'2019	FY'2020	FY'21					
	DESCRIPTION	EXPENDED	EXPENDED	EXPENDED	BUDGET	FINCOM RECOMM					
TOTAL PUBLIC WORKS:		<u>\$4,777,728.13</u>	<u>\$5,006,806.65</u>	<u>\$4,891,986.29</u>	<u>\$5,501,857.00</u>	<u>\$5,440,160.00</u>					
01510 Board of Health											
	TOTAL PERSONNEL SERVICE	\$231,089.00	\$237,602.19	\$248,803.71	\$300,314.00	\$282,073.00					
	TOTAL EXPENSES	\$72,163.23	\$73,908.98	\$60,451.74	\$42,855.00	\$36,120.00					
	TOTAL BOARD OF HEALTH:	\$303,252.23	\$311,511.17	\$309,255.45	\$343,169.00	\$318,193.00					
01541 Council On Aging											
	TOTAL PERSONNEL SERVICE	\$127,455.96	\$144,369.66	\$166,183.17	\$253,471.00	\$271,108.00					
	TOTAL EXPENSES	\$22,858.12	\$13,341.68	\$17,021.87	\$79,074.00	\$55,600.00					
	TOTAL COUNCIL ON AGING:	\$150,314.08	\$157,711.34	\$183,205.04	\$332,545.00	\$326,708.00					
01543 Veterans Services											
	TOTAL PERSONNEL SERVICE	\$52,388.43	\$51,597.96	\$48,552.10	\$50,608.00	\$51,614.00					
	TOTAL EXPENSES	\$70,051.65	\$77,976.95	\$98,103.73	\$98,730.00	\$109,780.00					
	TOTAL VETERANS SERVICES:	\$122,440.08	\$129,574.91	\$146,655.83	\$149,338.00	\$161,394.00					
TOTAL HEALTH & HUMAN SERVICES		<u>\$576,006.39</u>	<u>\$598,797.42</u>	<u>\$639,116.32</u>	<u>\$825,052.00</u>	<u>\$806,295.00</u>					
01610 Walpole Public Library											
	TOTAL PERSONNEL SERVICE	\$663,938.70	\$686,629.88	\$700,520.09	\$737,085.00	\$720,258.00					
	TOTAL EXPENSES	\$140,401.34	\$140,165.25	\$141,184.38	\$140,350.00	\$124,500.00					
	TOTAL LIBRARY DEPARTMENT:	\$804,340.04	\$826,795.13	\$841,704.47	\$877,435.00	\$844,758.00					
01630 Recreation											
	TOTAL PERSONNEL SERVICE	\$168,670.00	\$172,471.21	\$173,270.76	\$182,752.00	\$185,884.00					
	TOTAL EXPENSES:	\$52,860.31	\$44,647.72	\$40,890.92	\$50,000.00	\$53,200.00					
	TOTAL RECREATION:	\$221,530.31	\$217,118.93	\$214,161.68	\$232,752.00	\$239,084.00					

WALPOLE 2020 SPRING ANNUAL TOWN MEETING - FY' 2021 BUDGET RECOMMENDATIONS

BUDGET	LINE ITEM DESCRIPTION	FY'2017 EXPENDED	FY'2018 EXPENDED	FY'2019 EXPENDED	FY'2020 BUDGET	FY'21 FINCOM RECOMM
01650 DPW: Parks Division						
	TOTAL PERSONNEL SERVICE	\$420,665.00	\$435,635.90	\$420,710.25	\$499,995.00	\$600,203.00
	TOTAL EXPENSES	\$172,964.54	\$153,783.58	\$140,866.65	\$173,205.00	\$174,055.00
	TOTAL PARKS DIVISION:	\$593,629.54	\$589,419.48	\$561,576.90	\$673,200.00	\$774,258.00
01691 Historical Commission						
	TOTAL PERSONNEL SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL EXPENSES	\$331.14	\$99.13	\$308.22	\$315.00	\$0.00
	TOTAL HISTORICAL COMM.:	\$331.14	\$99.13	\$308.22	\$315.00	\$0.00
01692 Town Celebrations						
	TOTAL PERSONNEL SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL EXPENSES	\$1,500.00	\$1,500.00	\$2,000.00	\$2,000.00	\$1,500.00
	TOTAL TOWN CELEBRATIONS:	\$1,500.00	\$1,500.00	\$2,000.00	\$2,000.00	\$1,500.00
01699 Trail Committee						
	TOTAL EXPENSES	\$614.18	\$78.61	\$650.00	\$650.00	\$650.00
	TOTAL TRAIL COMMITTEE:	\$614.18	\$78.61	\$650.00	\$650.00	\$650.00
TOTAL CULTURE & RECREATION:						
		\$1,624,945.21	\$1,635,011.28	\$1,620,401.27	\$1,786,352.00	\$1,860,250.00
01710 Retirement Of Debt						
	TOTAL EXPENSES	\$3,074,702.92	\$3,063,295.32	\$3,204,426.86	\$4,185,288.00	\$4,185,286.00
	TOTAL RETIREMENT OF DEBT:	\$3,074,702.92	\$3,063,295.32	\$3,204,426.86	\$4,185,288.00	\$4,185,286.00
TOTAL DEBT & INTEREST						
		\$3,074,702.92	\$3,063,295.32	\$3,204,426.86	\$4,185,288.00	\$4,185,286.00
01911 Employee Retirement Assessment						
	TOTAL EXPENSES	\$4,724,064.00	\$4,850,407.00	\$5,277,378.00	\$5,589,078.00	\$5,447,572.00

WALPOLE 2020 SPRING ANNUAL TOWN MEETING - FY' 2021 BUDGET RECOMMENDATIONS

BUDGET	LINE ITEM DESCRIPTION	FY'2017		FY'2018		FY'2019		FY'2020		FY'21 FINCOM RECOMM
		EXPENDED		EXPENDED		EXPENDED		BUDGET		
	TOTAL EMPLOYEE RETIREMENT:	\$4,724,064.00		\$4,850,407.00		\$5,277,378.00		\$5,589,078.00		\$5,447,572.00
01913	Unemployment Compensation									
	TOTAL EXPENSES	\$57,413.58		\$57,326.93		\$61,595.72		\$115,000.00		\$350,000.00
	TOTAL UNEMPLOYMENT COMPENSATION	\$57,413.58		\$57,326.93		\$61,595.72		\$115,000.00		\$350,000.00
01914	Employee Fringe Benefits									
	TOTAL PERSONNEL SERVICE	\$59,701.67		\$62,888.00		\$107,434.01		\$183,858.00		\$163,542.00
	TOTAL EXPENSES	\$9,651,124.51		\$10,183,551.30		\$10,692,707.54		\$11,182,299.00		\$11,157,552.00
	TOTAL EMPLOYEE BENEFITS:	\$9,710,826.18		\$10,246,439.30		\$10,800,141.55		\$11,366,157.00		\$11,321,094.00
01945	Casualty Insurance									
	TOTAL EXPENSES	\$943,812.72		\$705,429.95		\$765,036.52		\$947,000.00		\$976,265.00
	TOTAL CASUALTY INSURANCE:	\$943,812.72		\$705,429.95		\$765,036.52		\$947,000.00		\$976,265.00
01990	Transfers									
	Expenses									
	596084 Transfer to Stabilization	\$0.00		\$0.00		\$0.00		\$300,000.00		\$0.00
	TOTAL EXPENSES	\$0.00		\$0.00		\$0.00		\$300,000.00		\$0.00
	TOTAL TRANSFERS	\$0.00		\$0.00		\$0.00		\$300,000.00		\$0.00
TOTAL ASSESSMENTS & FRINGE BENEFIT		\$15,436,116.48		\$15,859,603.18		\$16,904,151.79		\$18,317,235.00		\$18,094,931.00
TOTAL OVERALL BUDGET:		\$82,182,051.34		\$84,493,627.43		\$87,955,013.84		\$93,925,408.00		\$95,295,900.00

2020
ANNUAL SPRING TOWN MEETING WARRANT
TOWN OF WALPOLE
COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To any constable in the Town of Walpole

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify the inhabitants of the Town of Walpole, qualified to vote in elections in town affairs, to meet in the Auditorium of the Walpole High School, 275 Common Street in said Walpole on the

FIRST MONDAY IN MAY, IT BEING THE
FOURTH DAY OF SAID MONTH, 2020

at 7:30 p.m. then and there to see if the Town will vote to amend the By-laws and Zoning By-laws to said Town and act on the on the following articles

ARTICLE 1: To hear and act on the report of any committee or to choose any committee the Town may think proper and transact any other business that may legally come before the Town. (Petition of the Board of Selectmen)

ARTICLE 2: To see if the Town will vote to approve the amendments to the Personnel By-laws as recommended by the Personnel Board, as on file in the office of the Town Clerk, or do or act anything in relation thereto. (Petition of the Personnel Board)

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 3: To see if the Town will vote to approve the new salary schedule as recommended by the Personnel Board, as on file in the office of the Town Clerk, or do or act anything in relation thereto. (Petition of the Personnel Board)

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 4: To see if the Town will vote to raise and appropriate and/or transfer a sum or sums of money to defray cost of changes, if any, to the Personnel By-laws, or do or act anything in relation thereto. (Petition of the Personnel Board.)

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 5: To see if the Town will vote to transfer from available funds a supplemental sum or sums of money to the various departmental operating budgets for Fiscal Year 2020 (July 1, 2019 to June 30, 2020), and to see what departmental budgets for Fiscal Year 2020,

if any, may be reduced to offset said appropriations or to address any other reductions in funding, or do or act anything in relation thereto. (Petition of the Board of Selectmen)

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 6: To see if the Town will vote to fix the salary and compensation for elected officials of the Town as provided for by the General Laws, Chapter 41, Section 108, for their services for the fiscal year commencing July 1, 2020 and to see what sum or sums of money the Town will raise and appropriate or transfer from available funds to defray departmental and incidental expenses of the Town for the fiscal year commencing July 1, 2020 not otherwise provided for, or do or act anything in relation thereto. (Petition of the Board of Selectmen)

FAVORABLE ACTION – (13-1-1)*

ARTICLE 7: To see if the Town will vote to transfer a supplemental sum or sums of money from Water Enterprise Fund Retained earnings to be used as an additional funding source for the Fiscal Year 2020 Water Department operational budget, or take any action in relation thereto. (Petition of the Sewer and Water Commission).

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 8: To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to the Water Service Enterprise Fund to operate the Town of Walpole Water Department for the fiscal year commencing July 1, 2020, or do or act anything in relation thereto. (Petition of the Sewer and Water Commissioners)

FAVORABLE ACTION – (15-0-0)*

ARTICLE 9: To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to the Sewer Enterprise Fund to operate the Town of Walpole Sewer Department for the fiscal year commencing July 1, 2020, or do or act anything in relation thereto. (Petition of the Sewer and Water Commissioners)

FAVORABLE ACTION – (14-0-0)*

ARTICLE 10: To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to offset the financial impact of the snow and ice deficit on the current year tax levy, or do or act anything in relation thereto. (Petition of the Board of Selectmen)

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 11: To see if the Town will vote to raise and appropriate and/or transfer from available funds such sum or sums of money as may be required for payment of unpaid bills of previous years incurred by the departments, boards and officers of the Town of Walpole, or do or act anything in relation thereto. (Petition of the Board of Selectmen)

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 12: To see if the Town will vote to approve the monetary items in an agreement between the Town of Walpole and the Massachusetts Coalition of Police (IUPA, AFLCIO) Local 115 Walpole and to raise and appropriate and/or transfer a sum or sums of money to defray the cost of said agreement for the period of July 1, 2020 through a term to be determined, or do or act anything in relation thereto. (Petition of the Board of Selectmen)

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 13: To see if the Town will vote to approve the monetary items in an agreement between the Town of Walpole and the Walpole Permanent Firefighters Association Local 2464 and to raise and appropriate and/or transfer a sum or sums of money to defray the cost of said agreement for the period of July 1, 2020 through a term to be determined, or do or act anything in relation thereto. (Petition of the Board of Selectmen)

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 14: To see if the Town will vote to approve the monetary items in an agreement between the Town of Walpole and the American Federation of State, County and Municipal Employees, AFL-CIO, State Council 93, Local 1957 Department of Public Works Employees and to raise and appropriate and/or transfer a sum of money to defray the costs of said agreement for the period July 1, 2020 through a term to be determined, or do or act anything in relation thereto. (Petition of the Board of Selectmen)

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 15: To see if the Town will vote to approve the monetary items in an agreement between the Town of Walpole and the American Federation of State, County and Municipal Employees, AFL-CIO, State Council 93, Local 1957 Town Hall Clerical Union and to raise and appropriate and/or transfer a sum of money to defray the costs of said agreement for the period July 1, 2020 through a term to be determined, or do or act anything in relation thereto. (Petition of the Board of Selectmen)

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 16: To see if the Town will vote to approve the monetary items in an agreement between the Town of Walpole and the Massachusetts Coalition of Police (IUPA, AFLCIO) Local 466 Walpole Public Safety Dispatchers Walpole and to raise and appropriate and/or transfer a sum or sums of money to defray the cost of said agreement for the period of July 1, 2020 through a term to be determined, or do or act anything in relation thereto. (Petition of the Board of Selectmen)

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 17: To see if the Town will vote to approve the monetary items in an agreement between the Town of Walpole and the American Federation of State, County and Municipal Employees, AFL-CIO, State Council 93, Local 1957 Library Employees and to raise and appropriate and/or transfer a sum of money to defray the costs of said agreement for the period

July 1, 2020 through a term to be determined, or do or act anything in relation thereto. (Petition of the Board of Selectmen)

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 18: To see if the Town will vote to raise and appropriate, borrow and/or transfer a sum of money as the Town's share of grants allotted or to be allotted to the Town from the Asset Management Planning Grant Program, offered through the Department of Environmental Protection, which funds shall be used for any of the purposes authorized by such program, as well as all incidental and related expenses; and to authorize the Sewer and Water Commission and/or Board of Selectmen, as may be appropriate, to apply for, accept and expend, in accordance with G.L. c.44, §53A, any DEP grant/loans specifically for this purpose, or other grants/loans that may be available through any other federal or state grant or loan programs, and to enter into any agreements in connection with such grant/loans; or do or act anything in relation thereto. (Petition of the Sewer and Water Commission)

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 19: To see if the Town will vote to raise and appropriate and/or transfer from available funds, including the PEG Access and Cable Related Fund authorized by General Laws Chapter 44, Section 53F¾, a sum of money as a grant to the Walpole Media Corporation to operate the Walpole Cable Access and PEG Channels in FY2021, or do or act anything in relation thereto. (Petition of the Board of Selectmen)

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 20: To see if the Town will vote to enact a new bylaw, entitled "Stretch Energy Code" for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the Stretch Energy Code, including future editions, amendments or modifications thereto, with an effective date of January 1, 2020 a copy of which is on file with the Town Clerk, or do or act anything in relation thereto.

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 21: To see if the Town will vote to amend the Walpole Zoning Bylaws to include an inclusionary zoning bylaw to read as follows;

Section 5-I. Inclusionary Zoning

1. Purpose.

The purpose of this bylaw is to produce high-quality dwelling units affordable for qualified households, to facilitate the provision of more diverse housing choices in Walpole, to serve changing demographic and housing needs, to promote geographic distribution of Affordable Housing Units throughout the Town and particularly in areas well served by transit, infrastructure, employment opportunities, medical care, retail, and social services, to

prevent the displacement of low- or moderate-income residents of Walpole, and to support the Town in implementing its Housing Production Plan's goals and strategies.

2. Definitions.

As used in this bylaw, in addition to the words and terms defined in Section 14, the following terms shall have the meanings indicated:

- A. ACCESSIBLE. As applied to the design, construction, or alteration of a dwelling unit, accessible housing is a dwelling unit that can be approached, entered, and used by individuals with mobility impairments.
- B. AFFIRMATIVE FAIR HOUSING MARKETING AND RESIDENT SELECTION PLAN. Affirmative Fair Housing requirements apply to the full spectrum of activities that culminate with occupancy, including but not limited to means and methods of outreach and marketing through to the qualification and selection of residents. All AFHMP plans must, at a minimum, meet the standards set forth by the Department of Housing and Community Development (DHCD), as may be amended from time to time. In the case of M.G.L. c.40B projects and other projects subsidized by a Subsidizing Agency, the AFHMP must be approved by the Subsidizing Agency.
- C. AFFORDABLE HOUSING TRUST FUND. A fund account established and operated by the Town for the exclusive purpose of creating or preserving affordable housing opportunities in the Town of Walpole.
- D. AFFORDABLE HOUSING UNIT. A dwelling unit eligible for inclusion on the Subsidized Housing Inventory as provided in 760 CMR 56.02, and offered in accordance with an accepted Affirmative Fair Housing Marketing and Resident Selection Plan (AFHMP).
- E. EXTREMELY LOW, LOW- OR MODERATE-INCOME HOUSEHOLD. A household with income at or below 30%, 50%, or 80%, respectively, of area median income (AMI), adjusted for household size, for the metropolitan or non-metropolitan area that includes the Town of Walpole as determined annually by the U. S. Department of Housing and Urban Development (HUD).
- F. LOCAL INITIATIVE PROGRAM. A program administered by the Massachusetts Department of Housing and Community Development (DHCD) pursuant to 760 CMR 56.00 et seq. and the Local Initiative Program Guidelines to develop and implement local housing initiatives that produce low- and moderate-income housing.
- G. QUALIFIED PURCHASER. A household that meets eligibility requirements and purchases and occupies an Affordable Housing Unit as their principal residence.
- H. QUALIFIED RENTER. A household that meets eligibility requirements and rents and occupies an Affordable Housing Unit as their principal residence.
- I. SUBSIDIZED HOUSING INVENTORY (SHI). The Department of Housing and Community Development Chapter 40B Subsidized Housing Inventory as provided in 760 CMR 56.02.

3. Applicability.

- A. This bylaw applies to (1) any development resulting in the net creation of six (6) or more total dwelling units, whether by new construction or by the alteration, expansion, reconstruction, or change of existing residential or non-residential space, including mixed use developments/redevelopments, but excluding Age Qualified Villages permitted under Section 10-C of this Zoning Bylaw; (2) any division, combination, or re-division of land for development of six or more dwelling units. Development may not be segmented or phased over a ten (10) year time period to avoid compliance with this bylaw.
- B. To the extent that any provision of this bylaw conflicts with or imposes requirements in addition to those imposed by other sections of the Zoning Bylaw regulating or mandating the creation of Affordable Housing Units, unless otherwise exempted in this Section 5-I, the terms and requirements of this bylaw shall control.

4. Special Permit Required.

- A. Development of land subject to this bylaw shall require a Special Permit from the Zoning Board of Appeals providing for compliance with the bylaw requirements of this Section.
- B. The Zoning Board of Appeals may grant a Special Permit for developments which meet the requirements herein, and are in harmony with the purposes and intent of this bylaw, and shall be subject to any general rules prescribed herein, and to any appropriate conditions, safeguards, and limitations.

5. Mandatory Provision of Affordable Housing Units.

- A. In any development subject to this bylaw, Affordable Housing Units, shall be provided in accordance with the following schedule:

Size of Residential Development	Percent of Affordable Housing Units Required for Residential Developments
6-12 Dwelling Units	10%
13-20 Dwelling Units	12.5%
More than 20 Dwelling Units	15%

Note: Where the calculation of Affordable Housing Units results in a fractional unit greater than or equal to one half (.5), the fraction shall be rounded up to the next whole unit. Where the calculation results in a fractional unit less than one-half (.5), a pro rata payment for the portion of the unit not provided shall be required. The pro rata payments for partial unit requirements shall be determined in accordance with the calculation for the in-lieu of fee for a whole unit described in Subsection 7.D of this Bylaw.

- B. The Affordable Housing Units authorized under the provisions of this Bylaw shall be Local Action Units (LAU) developed under the Local Initiative Program (LIP) in compliance with the requirements for the same as specified by the Department of Housing and Community Development (DHCD), or successor, or Affordable Housing Units developed under additional programs adopted by the Commonwealth of Massachusetts or its agencies.

Nothing in this section shall preclude a developer from providing more Affordable Housing Units than required under the provisions of this bylaw.

6. Special Provisions for Affordable Housing Units.

- A. With the exception of Affordable Housing Units located in the B and CBD districts (for which the density of dwelling units shall be determined in accordance with Section 5.B-1.3.g), Affordable Housing Units shall require only twenty-five (25) percent of the minimum lot size per unit of the underlying base zoning district on sites served by public sewer. For sites not served by public sewer, the minimum lot size requirement per Affordable Housing Unit may be reduced by fifty (50) percent of that required by the base zoning district.

The total lot area required in a project/development and minimum lot size per dwelling unit (Affordable Housing Units and market rate dwelling units) shall be determined in accordance with the following formulas:

<p>Step</p> $\left(\begin{array}{c} \text{Min. Lot Requirement (Market Rate Units)} \\ + \text{Min. Lot Requirement (Affordable Units)} \\ \hline \text{Total Lot Area Required} \end{array} \right)$	<p>Step</p> $\frac{\text{Total Lot Area Required} + \text{Total \# of Units}}{\text{Minimum Lot Size (Per Unit)}}$
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- B. In order to encourage more flexible and creative development styles, the Zoning Board of Appeals, in its discretion, may reduce the following requirements: frontage; usable open space; buffers; and front, side and rear setbacks within a development [provided that side and rear yard setbacks adjacent to lots serving existing single-family homes are provided in accordance with Section 6-B.1 – Table of Dimensional Requirements] if such a waiver promotes better site design. Better site design can include avoidance or conservation of sensitive ecological or environmental features; preservation of historic landscapes, objects, or buildings; promotion of innovative residential neighborhood design principles; utilization of Low Impact Development stormwater management techniques; use of superior architectural materials and designs; and/or any combination thereof.
- C. Parking requirements for Affordable Housing Units shall be one (1) parking space per dwelling unit. The Zoning Board of Appeals, may at its discretion, reduce the parking requirement to 0.5 spaces per Affordable Housing Unit in age-restricted developments (with the exception of Age Qualified Villages permitted under Section 10-C of this Zoning Bylaw). Assisted living, memory care, nursing homes, group homes, and other congregate living facilities with qualified Affordable Housing Units shall provide parking in accordance with the following: one (1) parking space per five (5) beds, and one (1) parking space per employee at peak shift.

In addition, the Zoning Board of Appeals, may at its discretion, waive up to twenty (20) percent of the parking spaces required under Section 8.3 of this Bylaw if a development is located within two (2) miles of an MBTA commuter rail station and one or more of the following is provided by the applicant and/or owner(s) of the development: (i) subsidized T-Passes for residents, (ii) provision of on-site Car/Ride Share facilities, (iii) pedestrian and Complete Streets improvements providing meaningful connections from the project site to services and amenities, (iv) and/or a shuttle is provided at the expense of the property owner(s) serving residents of the development, and providing transportation to and from the Walpole MBTA commuter rail station within ten (10) minutes of scheduled train arrivals and departures for a period of at least ten (10) years from the date of the issuance of the first Certificate of Occupancy within a development. In order to obtain a waiver for any market rate parking within a development, the applicant must submit a Transportation Demand Management Plan affirmatively indicating the project can be served by reduced parking.

Sample Parking Schedule:

Size of Development	Unit Composition (MR = market rate, AU = affordable unit)	Base Parking Requirement (Section 8.3 - Parking)	Total Parking Required (Adjusted for AUs)	Total Parking Required (w/ max MBTA Access Waiver)
12 units	11 MR, 1 AU	24 spaces	23 spaces	19 spaces
20 units	17 MR, 3 AU	40 spaces	37 spaces	32 spaces
100 units	85 MR, 15 AU	200 spaces	185 spaces	160 spaces

Note: Nothing in this bylaw shall prevent an applicant from proposing additional parking beyond minimum requirements. However, in order to minimize impervious surfaces and fiscal impacts to the Town from increased stormwater management costs, a Special Permit shall be required for parking provided in excess of 2.5 parking spaces per unit.

7. Methods of Providing Affordable Housing Units.

The Zoning Board of Appeals, in its discretion, may approve one or more of the following methods, or any combination thereof, for the provision of Affordable Housing Units by a development that is subject to this bylaw:

- A. Affordable Housing Units, to the greatest extent possible, shall be constructed or rehabilitated on the locus of the development site.
- B. The Zoning Board of Appeals, in its discretion, may allow an applicant to develop, construct, purchase, rehabilitate, or otherwise provide affordable units equivalent to those units provided on the primary development site, in an off-site location in the Town of Walpole, provided that the Walpole Housing Partnership, or its successor, has recommended favorably

by a majority vote to accept the proposed off-site units. All requirements of this bylaw that apply to on-site provision of affordable units shall apply to provision of off-site affordable units. In addition, the location of the off-site units shall be approved by the Zoning Board of Appeals as an integral element of the development review and approval process.

- C. A donation of land may be made in lieu of providing Affordable Housing Units. An applicant may offer, and the Zoning Board of Appeals may accept, subject to approval of the Board of Selectmen, donations of land in fee simple, on- or off-site, that the Zoning Board of Appeals determines are suitable for the construction of Affordable Housing Units. The value of donated land shall be equal to or greater than the full fair market value of the total required number of affordable units, or fraction thereof, were they not subject to the provisions of this Section, as determined by three (3) independent appraisals. The Zoning Board of Appeals may require, prior to accepting land as satisfaction of the requirements of this bylaw, that the applicant submit appraisals of the land in question, as well as other data relevant to the determination of equivalent value.
- D. An equivalent fee in lieu of whole units may be made, but is strongly discouraged. The Zoning Board of Appeals, in its discretion, may allow an applicant to make a cash payment to the Town for each affordable unit required. The cash payment, or equivalent value in land or buildings, shall be determined by the Zoning Board of Appeals and shall be the amount equal to the product of (1) the required number of Affordable Housing Units, multiplied by (2) the full fair market value of the unit as determined by a minimum of three independent appraisals, or \$450,000 per unit, whichever is greater. Any fees collected in lieu for affordable housing may only be used for the provision of future affordable housing and shall remain separate from other Town funds, including the General Fund, and shall be paid prior to the issuance of any Certificates of Occupancy for the development phase, or total development, as applicable. At such time that an Affordable Housing Trust Fund may come to exist, funds shall be deposited into the Affordable Housing Trust Fund and shall become the property of the Affordable Housing Trust Fund.
- E. No Building Permit shall be issued by the Building Commissioner until the developer has demonstrated that all of the applicable requirements of Section 5 have been met.

8. Administration; Location of Affordable Units; Selection of Purchasers or Renters.

- A. The Zoning Board of Appeals shall be charged with administering this bylaw and shall promulgate rules and regulations to implement its provisions. For all developments requiring a Special Permit for Affordable Housing, prior to appearing before the Zoning Board of Appeals, the applicant shall be required to meet and receive a recommendation from the Walpole Housing Partnership, or successor, regarding the types of units, locations, design, quality, size, bedroom count, and/or tenure to determine the suitability of the units and their conformance with local housing needs and objectives.
- B. Affordable Housing Units shall be dispersed throughout the building(s) in a development and shall be comparable to market dwelling units in terms of location, finishes, quality, character, size, bedroom distribution, and external appearance.
- C. The marketing and lottery selection of qualified recipients shall be carried out under an Affirmative Fair Housing Marketing and Resident Selection Plan approved by DHCD and

accepted by the Zoning Board of Appeals, and shall comply with the nondiscrimination in tenant or buyer selection guidelines of the Local Initiative Program.

- D. Developers may sell affordable units to the Town of Walpole, the Walpole Housing Authority, Affordable Housing Trust Fund, should one be created, or to any nonprofit housing development organization serving Walpole as approved by the Zoning Board of Appeals in order that such entity may carry out the steps needed to market the Affordable Housing Units and manage the choice of buyers.

9. Timing of construction.

- A. Timing of construction: The construction of Affordable Housing Units shall be commensurate with the construction of market rate units. Should projects be constructed in phases, each phase shall contain the same proportion of Affordable Housing Units to market rate units as the overall development.
- B. No Certificate of Occupancy shall be issued for any market-rate units in a development subject to this article unless the Affordable Housing Units are developed concurrently and not until all deed restrictions, agreements with the Town and/or other documents necessary to ensure compliance by the applicant (and any purchasers of the Affordable Housing Units) with the requirements of this By-law have been executed and recorded.

10. Preservation of affordability; restrictions on resale.

- A. An Affordable Housing Unit created in accordance with this bylaw shall be subject to an affordable housing restriction or regulatory agreement that contains limitations on use, resale and rents. The affordable housing restriction or regulatory agreement shall meet the requirements for inclusion on the Subsidized Housing Inventory (SHI). Deed restrictions shall be in force for the maximum period allowed by law, unless otherwise authorized by the Zoning Board of Appeals due to the applicant having demonstrated such a waiver is of substantial public benefit, but in all cases shall be at least thirty-five (35) years.
- B. The affordable housing restriction or regulatory agreement shall be enforceable under the provisions of MGL c. 184.
- C. The Zoning Board of Appeals shall require that the applicant comply with the mandatory provision of Affordable Housing Units and accompanying restrictions on affordability, including the execution of the affordable housing restriction or regulatory agreement.
- D. All documents necessary to ensure compliance with this bylaw shall be subject to the review and approval of the Zoning Board of Appeals and, as applicable, Town Counsel. Such documents shall be executed prior to and as a condition of the issuance of any Certificate of Occupancy.

11. Severability; conflict with other laws.

- A. To the extent that a conflict exists between this bylaw and other bylaws of the Town of Walpole, the more restrictive provisions shall apply.
- B. If a court of competent jurisdiction holds any provision of this bylaw invalid, the remainder of the bylaw shall not be affected thereby. The invalidity of any section or sections, or parts

of any section or sections of this bylaw shall not affect the validity of the remaining sections or parts of sections or the other bylaws of the Town of Walpole.

Or do or act anything in relation thereto. (Petition of the Board of Selectmen)

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 22: To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 44, Section 55C, and to establish a trust to be known as the Walpole Affordable Housing Trust Fund, whose purposes shall include acting as funding partner to the Walpole Housing Authority, non-profit developers seeking to create community housing, and to provide local matching funds to make Walpole competitive to receive grants promoting affordable housing development, and, further, to see if the Town will vote to amend the Town's General By-Laws by adding an affordable housing Trust bylaw, as detailed below, or to take any other action relative thereto.

Chapter 29: Affordable Housing Trust Fund

29-1 Purpose

The purpose of the Walpole Affordable Housing Trust shall be to provide for the preservation and creation of diverse affordable housing opportunities within the Town of Walpole. The Trust shall be governed by a Board of Trustees in accordance with Massachusetts General Laws Chapter 44, Section 55C, commonly known as the "Municipal Affordable Trust Fund" law, and the authority granted by Town Meeting, as revised from time to time.

29-2 Name of the Trust

The Trust shall be called the "Walpole Affordable Housing Trust" (referred to herein as the "Trust").

29-3 Board of Trustees

There shall be a Board of Trustees (the "Board"), comprised of seven (7) Trustees (a single "Trustee" or multiple "Trustees") and one (1) ex-officio non-voting Trustee, for a total of 8 (eight) Trustees, all of whom shall be appointed by the Walpole Board of Selectmen (hereinafter, "Board of Selectmen"). At least one (1) of the Trustees shall be a member of said Board of Selectmen. The ex-officio non-voting member shall be appointed from the Walpole Housing Authority. The Board of Selectmen shall request nominations from Town Boards and Committees, and may consider any such nominations. There shall be at least three (3) at-large resident members who would bring to the Trust relevant experience in the fields of real estate, affordable housing, banking, finance, law, architecture, landscape architecture, land use planning, housing advocacy services, and/or other applicable areas of expertise. Priority shall be given to residents Affordable Housing units. The Trustees of the Board shall serve for a term of two (2) years, except that three (3) of the initial appointments shall be for a term of one (1) year. The Trustees may be reappointed by the Board of Selectmen for succeeding terms, and there are no limits on the number of terms that a Trustee can serve. Vacancies shall be filled by the Board of Selectmen for the remainder of the unexpired term. Any Trustee may be removed for cause by the Board of Selectmen after the opportunity for a hearing.

29-4 Powers of Trustees

The powers of the Board of Trustees, all of which shall be carried on in furtherance of the purposes set forth in M.G.L. c.44, §55C, shall include the following:

- A. to accept and receive real property, personal property or money, by gift, grant, contribution, devise or transfer from any person, firm, corporation or other public or private entity, including but not limited to money, grants of funds or other property tendered to the Trust in connection with any ordinance or by-law or any general or special law or any other source, including money appropriated by Town Meeting; provided, however, that any such money appropriated by Town Meeting shall be used exclusively for affordable housing and shall remain subject to all applicable rules, regulations and limitations when expended by the Trust, and such funds shall be accounted for separately by the Trust; and provided further, that at the end of each fiscal year, the Trust shall ensure that all expenditures of funds received are reported and accounted for as part of the Town's annual budget process;
- B. to purchase and retain real or personal property, including without restriction investments that yield a high rate of income or no income;
- C. to sell, lease, exchange, transfer or convey any personal, mixed, or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertaking relative to Trust property as the Board of Trustees deems advisable notwithstanding the length of any such lease or contract;
- D. to execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases, grant agreements and other instruments sealed or unsealed, necessary, proper or incident to any transaction in which the Trust engages for the accomplishment of the purposes of the Trust;
- E. to employ advisors and agents, such as accountants, appraisers and lawyers as the Trust deems necessary;
- F. to pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the Trust deems advisable;
- G. to apportion receipts and charges between incomes and principal as the Board deems advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation depletion or otherwise;

- H. to participate in any reorganization, recapitalization, merger or similar transactions; and to give proxies or powers of attorney with or without power of substitution to vote any securities or certificates of interest; and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation and any other corporation or person;
- I. to deposit any security with any protective reorganization committee, and to delegate to such committee such powers and authority with relation thereto as the Trust may deem proper and to pay, out of Trust property, such portion of expenses and compensation of such committee as the Trust may deem necessary and appropriate;
- J. to carry property for accounting purposes other than acquisition date values;
- K. to borrow money on such terms and conditions and from such sources as the Trust deems advisable, to mortgage and pledge Trust assets as collateral;
- L. to make distributions or divisions of principal in kind;
- M. to comprise, attribute, defend, enforce, release, settle or otherwise adjust claims in favor or against the Trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of M.G.L. c.44, §55C, to continue to hold the same for such period of time as the Trust may deem appropriate;
- N. to manage or improve real property; and to abandon any property which the Trust determined not to be worth retaining;
- O. to hold all or part of the Trust property uninvested for such purposes and for such time as the Trust may deem appropriate; and
- P. to extend the time for payment of any obligation to the Trust.

Any single expenditure of Trust funds in excess \$15,000 shall require prior approval of the Board of Selectmen.

The Trustees shall refrain from exercising any powers in such manner as to violate the provisions of said M.G.L. c.44, §55C or are inconsistent with the provisions set forth herein. The Trustees have a fiduciary responsibility to the Town to ensure that any investments, acquisitions, or other Trust activities are of maximal benefit to the public and substantially increases the Town's potential to meet its local community housing needs; and that any transactions are performed in accordance with M.G.L. c.30B (the Uniform Procurement Act), the Anti-Aid Amendment, and M.G.L. c.268A (the Conflict of Interest law) and any other state and/or local regulations as applicable.

29-5 Declaration of Trust

The Trustees are hereby authorized to execute a Declaration of Trust and Certificate of Trust for the Walpole Affordable Housing Trust, consistent with G.L. c.44, §55C and this bylaw to be recorded with the Norfolk County Registry of Deeds and filed with Norfolk County Registry District of the Land Court.

29-6 Funds Paid to the Trust

Notwithstanding any general or special law to the contrary, all moneys paid to the Trust in accordance with any Zoning Bylaw, exaction fee, fine, private donations, or contributions shall be paid directly into the Trust and need not be appropriated or accepted and approved into the Trust; provided, however, that the Trustees may choose to reject a gift, donation or contribution at their discretion. General revenues appropriated into the Trust become Trust property, and to be expended these funds need not be further appropriated, subject to any of the provisions set forth herein or in the language of any appropriation or private contribution. All moneys remaining in the Trust at the end of any fiscal year, whether or not expended by the Trust within one (1) year of the date they were appropriated into the Trust, remain Trust property subject to expenditure in accord with the provisions of G.L. c.44, §55C and this bylaw.

29-7 Acts of the Board and the Trustees

The Board may take no action unless a quorum is present, and a majority of those present and voting may exercise any or all of the powers of the Board hereunder and may execute on behalf of the Board any and all instruments with the same effect as though executed by all the Trustees. The Board may, by instrument executed by all the Trustees then in office, delegate to any attorney, agent or employee such other powers and duties as they deem advisable, including power to execute, acknowledged or deliver instruments as fully as the Board might itself and to sign and endorse checks for the account of the Board of the Trust. The Board shall not delegate the authority to amend or terminate the Trust and no such delegation shall be effective.

29-8 Liability

Neither the Trustees nor any agent or officer of the Trust shall have the authority to bind the Town of Walpole.

29-9 Status of Trust for Various Purposes

The Trust is a public employer and the Trustees are public employees for the purposes of G.L. c. 258. The Trust shall be deemed a municipal agency and the Trustees special municipal employees for the purposes of M.G.L. c. 268A. The Board is a public body for purposes of the Open Meeting Law, M.G.L. c.30A, §§18-25 and for purposes of the Public Records Law, G.L. c.66, §10. The Board is a board of the Town for purposes of M.G.L. c.30B (the Uniform Procurement Act) and M.G.L. c.40, §15A (governing land transfers), provided, however, that agreements and conveyances between the Trust and agencies, boards, commissions, authorities, departments and public instrumentalities of the Town shall be exempt from said Chapter 30B.

29-10 Amendments

The Declaration of Trust may be amended from time to time except as to those provisions specifically required under G.L. c. 44, § 55C and the Walpole Bylaws, by an instrument in

writing signed by all of the Trustees and approved at a meeting called for that purpose, provided that in each case, a certificate of amendment has been recorded with the Registry of Deeds and filed with the Land Registration Office. Amendments to this bylaw shall be approved by Town Meeting.

29-11 Annual Audits

The books and records of the Trust shall be maintained by the Town Finance Director and shall be audited annually by an independent auditor in accordance with accepted accounting practices. Upon receipt of the audit by the Board of Trustees, a copy shall be provided forthwith to the Board of Selectmen.

Or take any action in relation thereto. (Petition of the Board of Selectmen)

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 23: To see if the Town will amend the Walpole Zoning By-law as follows: Amending Section 4 Establishments of Districts to add Stadium Event Parking (SEP) **(new text in bold):**

Symbol Title

Overlay Districts

SEP Stadium Event Parking Overlay District

C. Overlay Districts.

(4) SEP – Stadium Event Parking Overlay District: The purpose of this district is to allow the safe and secure operation of private parking lots during events at Gillette Stadium, or its successor.

And to create a new Section 5-I. Stadium Event Parking Overlay with the following requirements **(new text in bold):**

Section 5-I. Stadium Event Parking Overlay

1. Purpose and Provisions

- a. The purpose of the Stadium Event Parking Overlay District is to protect the public health, safety, and general welfare of the Town of Walpole and to allow the safe and secure operation of private parking lots as an accessory use in conjunction with events at Gillette Stadium, or its successor.**

2. Establishment and Delineation of the Stadium Event Parking Overlay District

- a. The Stadium Event Parking District is hereby established as an overlay district superimposed on the underlying zoning districts. It includes all parcels within the Town of Walpole as delineated on a map entitled “Stadium Event Parking Overlay District, Town of Walpole, MA” which**

shows a ½ mile radius from the midline of Water Street at the Town of Walpole and Town of Foxborough boundary.

- b. Any parcel within the radius is considered within the overlay district. Any parcel partially within the radius will also be considered within the overlay district.

3. Stadium Event Parking Defined

Stadium event parking shall be defined as the temporary parking of automobiles in conjunction with events taking place at Gillette Stadium, or its successor.

4. Development Standards

- a. No vehicle shall block or overhang the public way.
- b. There shall be safe ingress and egress from the property.
- c. The area of each parking space must be at least 166 square feet.
- d. Stadium parking capacity shall be based on a minimum of 166 square feet per vehicle.
- e. Town departments may recommend fewer vehicles in an advisory report to the Building Commissioner in order to preserve safety, site circulation, conservation and community impact.

5. Approval

An application for Stadium Event Parking shall follow the procedures outlined in Limited Site Plan Review.

The Building Commissioner shall forward their decision to the Board of Selectmen for the review of an application for a parking lot license on the limited site plan review including a recommendation on the appropriate number of vehicles for a given site and any conditions necessary to facilitate the safe and secure operation of a private parking lot. The Building Commissioner shall also include in their decision comments from other town departments.

- 6. **Invalidity Clause:** The invalidity of any provision of this Section shall not invalidate all or any other provision of this Section.

And to amend Section 13.6 Limited Site Plan Review subsection A. Applicability to add (new text in bold):

(3) All applications for Stadium Event parking in the SEP overlay are subject to limited site plan review.

Or take any action in relation thereto. (Petition of Cindi Hoag)

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 24: To see if the Town will vote to require that all proposed Capital Projects of Five Million (\$5000,000.00) dollars or greater, be placed on a referendum and voted on by the Town's Electorate at the next Town Elections, or do or act on anything in relation thereto. (Petition of Richard Pilla)

REFER BACK TO PETITIONER – (14-0-0)*

ARTICLE 25: To see if the Town will vote to mandate that any and all surplus monies from Capital Projects be deposited into a single interest bearing escrow account within thirty (30) days from substantial completion of "punch list" items and/or receipt of a certificate of occupancy, and that these monies are applied and used for new capital projects before Town Officials may seek any additional taxpayer funding, and if approved the mandate will immediately go into effect retroactively to include all completed capital projects having surplus monies, or do or act anything in relation thereto (Petition of Richard Pilla)

REFER BACK TO PETITIONER – (14-0-0)*

***Denotes Finance Committee Votes**

