

# TOWN OF NEEDHAM



## SPECIAL TOWN MEETING WARRANT

MONDAY, MAY 11, 2015

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

Additional information on particular warrant articles will be made available from time to time at [www.needhamma.gov/townmeeting](http://www.needhamma.gov/townmeeting) during the weeks leading up to the Special Town Meeting.

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Town Hall:

**MONDAY, THE ELEVENTH DAY OF MAY, 2015**

At 7:30 in the afternoon, then and there to act upon the following articles, viz:

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**ARTICLE 1: APPROPRIATE FOR PLANNING CONSULTING ASSISTANCE**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$45,000 for the purpose of funding professional services for planning, zoning, and other land use initiatives, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$45,000 be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article Information: The Planning and Economic Development Department requested additional funding in its operating budget for professional and technical assistance in support of planning and zoning initiatives, development applications, land use regulations, and related activities. For example, the Department is currently working with the Planning Board and Council of Economic Advisors on three rezoning initiatives in the Industrial and Industrial 1 Districts to spur economic growth. Planning consulting assistance funds would be used to conduct build-out and traffic analyses of the impacts of the proposed zoning. In addition, funds would be used to help the Department research and advise the appropriate boards when presented with complex development projects. An allocation of \$45,000 is recommended as a special warrant article for this purpose – the funds will then be available to be used as projects arise.*

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**ARTICLE 2: AMEND THE FY2015 OPERATING BUDGET**

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2015 Operating Budget adopted under Article 11 of the May 2014 Annual Town Meeting, and amended under Article 3 of the October 27, 2014 Special Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

<u>Line Item</u>	<u>Appropriation</u>	<u>Changing From</u>	<u>Changing To</u>
3	Group Health Insurance, Employee Benefits, and Administrative Costs	\$10,398,872	\$10,198,872
4	Retiree Insurance & Insurance Liability Fund	\$4,940,198	\$5,140,198
10	Reserve Fund	\$1,489,657	\$1,642,157
28A	Public Facilities Salary & Wages	\$3,508,080	\$3,468,080
28B	Public Facilities Expenses	\$4,559,068	\$4,599,068
29A	Health Department Salary & Wages	\$589,840	\$581,340
29B	Health Department Expenses	\$131,841	\$140,341

and that \$152,500 be transferred from Overlay Surplus; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article Information: The intent of this article is to amend the Town's operating budget for FY2015. Most often such amendments involve moving funds from one appropriation line to another. In other cases, additional funds become available to address specific budget circumstances that require a Town Meeting appropriation. A total of \$152,500 of additional funding from Overlay Surplus has been identified for appropriation to the FY2015 Reserve Fund. The increase in the Reserve Fund will provide resources to reduce the amount of snow and ice removal costs that will need to be raised in FY2016.*

*This article would also transfer \$200,000 from Group Health Insurance, Employee Benefits & Administrative Costs to the Retiree Insurance and Insurance Liability Fund under which the Town funds its other post-employment benefit liabilities (OPEB). This transfer is possible based on current year-to-date expenses, and will further reduce the Town's liability. A transfer of \$40,000 from the Public Facilities Salary and Wages line to the Public Facilities Expense line will help defray the higher energy costs incurred this year. This article would also transfer \$8,500 from the Health Department Salary and Wages line to the Health Department Expense line for the purchase of new refrigerator and freezer units for the storage of vaccines. The Department was informed that it must upgrade its vaccine management program before 2016 in order to comply with Federal and State regulations. The funding includes purchase, delivery and installation of the two separate units, and an allowance for building and wiring modifications. The proposed reductions to the Salary and Wages lines are possible because of vacancies that occurred earlier in the fiscal year.*

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### **ARTICLE 3: RESCIND DEBT AUTHORIZATIONS**

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

<u>Project</u>	<u>Town Meeting</u>	<u>Article</u>	<u>Authorized</u>	<u>Rescind</u>
Town Hall (GF Portion)	2009 ATM	35	\$4,100,000	\$425,000
Senior Center	2011 STM (Nov)	14	\$8,051,808	\$300,000
DPW Complex Renovation	2013 ATM	42	\$1,100,000	\$225,000
RTS Construction Equipment	2013 ATM	44	\$324,400	\$89,400
RTS Specialty Equipment	2011 ATM	43	\$152,000	\$152,000

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article Information:* When a project is financed by borrowing, the project has been completed, and the bills have been paid, the balance of the authorization that was not borrowed and not reserved for other project obligations may be rescinded. A Town Meeting vote to rescind prevents the Town from borrowing the amount rescinded, and frees up borrowing capacity. In some cases, the full appropriation for a project is not required, due to changes in scope, cost saving measures, or favorable bids. The rescission of the entire RTS specialty equipment authorization was requested by the Department of Public Works after a review of the operations by staff suggested that the purchase should be delayed until after a plan for the modernization of the RTS is complete.

#### **ARTICLE 4: APPROPRIATE FOR OIL TANK REPLACEMENT**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$73,000 for the removal and replacement of the heating oil tank at the Emery Grover building, to be spent under the direction of the Town Manager, and to meet this appropriation that \$73,000 be transferred from Article 1 of the 2013 November Special Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article Information:* The pipe that fills the heating oil tank at the Emery Grover building was discovered to be leaking in December of 2014, and oil was escaping into the surrounding soil. The Public Facilities Department installed a temporary 3,275 gallon above-ground fuel tank in order to maintain heat in the building. The new tank is expected to be a 2,500 gallon underground double-walled tank with overfill protection and leak detection monitoring. The original tank was a 1,000 gallon single wall steel tank. The larger tank will also allow the Town to reduce the number of deliveries.

**ARTICLE 5: APPROPRIATE TO CAPITAL IMPROVEMENT FUND**

To see if the Town will vote to raise, and/or transfer and appropriate \$17,475 to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, and to meet this appropriation that \$8,380 be transferred from Article 38 of the 2003 Annual Town Meeting and that \$9,095 be transferred from Article 38 of the 2004 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article Explanation:* Under Article 58 of the May 2004 Annual Town Meeting, the Town voted to establish the Capital Improvement Fund for the purpose of setting aside funds for future capital investment. Over time, as the fund grows and is supported, it will be one of the tools in the overall financial plan of the Town. Maintaining and supporting such funds is looked upon favorably by the credit rating industry. The balance in the fund as of March 31, 2015 is \$651,119. The recommend amount results from residual balances in prior capital appropriations that have been completed and can be closed out.

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**ARTICLE 6: APPROPRIATE TO CAPITAL FACILITY FUND**

To see if the Town will vote to raise and/or transfer and appropriate \$9,113 to the Capital Facility Fund as provided under the provisions of M.G.L. Chapter 40, Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003 and to meet this appropriation that \$9,113 be transferred from Article 60 of the 2006 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article Information:* This Fund was established under Article 10 of the May 2007 Annual Town meeting, and is part of the Town's planning strategy for addressing capital facility maintenance needs by providing a reserve to address extraordinary building repairs and related expenses at times when other resources are unavailable. The purpose of this fund is to allow the Town, from time to time, by appropriation, to reserve funds for design, maintenance, renovation or reconstruction relating to the structural integrity, building envelope or MEP (mechanical, electrical, plumbing) systems of then existing capital facilities. The balance in the fund as of March 31, 2015 is \$1,297,725. The recommend amount results from a residual balance in a prior appropriation that has been completed and can be closed out.

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And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given into our hands at Needham aforesaid this 7<sup>th</sup> day of April, 2015.

**JOHN A. BULIAN, Chairman**  
**MAURICE P. HANDEL, Vice Chairman**  
**MATTHEW D. BORRELLI, Clerk**  
**MARIANNE B. COOLEY**  
**DANIEL P. MATTHEWS**

*Selectmen of Needham*

A TRUE COPY

Attest:

Constable: