



COMMONWEALTH OF

MASSACHUSETTS

Town of Carver

2016 ANNUAL TOWN MEETING AND ELECTION WARRANT

PLYMOUTH, SS. To any of the Constables of the Town of Carver,
County of Plymouth in the Commonwealth of Massachusetts.

TOWN CLERK

2016 APR 1 AM 11 24

CARVER MA

GREETING:

ANNUAL TOWN ELECTION WARRANT

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Carver qualified to vote in Town affairs, to meet at **60 South Meadow Road, the Carver High School Gymnasium**, all three precincts in said Carver, on **Saturday the twenty-third day of April, 2016 at 8:00 A.M. until 6:00 P.M.**, then and there to act on the following:

To choose all necessary officers to be voted for all on one Ballot:

Namely: One Member of the Board of Selectmen, One Town Clerk, One Member of the Board of Assessors, One Member of the Board of Health, Two Members of the Library Trustees, One Member of the North Carver Water District Water Commissioners and Two Members of the School Committee, all for a term of three (3) years: One Member of the Housing Authority, One Member of the Planning Board and One Member of the Redevelopment Authority all for a term of five (5) years.

ANNUAL TOWN MEETING WARRANT

GREETING:

And you are further hereby directed to notify and warn the Inhabitants of the Town of Carver qualified to vote in Town affairs, to meet at **60 South Meadow Road**, the Carver High School auditorium, all three precincts in said Carver, on the 11th Day of April 2016 at 7:00 P.M., then and there to act on the following Articles, namely:

ARTICLE 1: ANNUAL TOWN REPORT

To act upon the reports of the various Town Officers as printed in the Annual Town Report for 2015, and to hear the reports of any Committee heretofore chosen and act thereon; to accept the document titled "Carver - Town Meeting Procedures" as the official rules of the meeting; to abolish the Industrial Development Finance Authority in accordance with the provisions of Massachusetts General Laws, Chapter 40D, section 2; to abolish any special committee not submitting a report which is required to do so, unless otherwise voted; and to establish any new committee or take any other action related thereto.

BOARD OF SELECTMEN

INFORMATIONAL SUMMARY: This article asks the Town Meeting to accept the reports of the Town Officers that are printed in the Annual Town Report for 2015 and also provides an opportunity for Boards and Committees to present a report directly to the Annual Town Meeting including report of the Governance Committee and their recommendations. This article also asks the meeting to accept the Town Meeting procedures drafted by the Governance Committee and the Moderator as the official rules of the meeting, and it seeks to abolish the Industrial Development Finance Authority because there is no further need for its

existence, it has no property to administer and all of its outstanding obligations have been satisfied. Copies of the Town Report are available in the Town Clerk's Office and the Office of the Board of Selectmen.

PROPOSED MOTION: I move that the Town approve the 2015 Annual report and to abolish the Industrial Development Finance Authority.

(Majority Vote Required)

Recommendation: Bd. of Selectmen 5-0

ARTICLE 2: ASSIGNMENT OF PREMIUM TO NEW ELEMENTARY SCHOOL

To see if the Town will vote to appropriate the premium paid to the Town upon the sale of bonds or notes issued for the purpose of paying costs for a new Carver Elementary School, which are the subject of a Proposition 2½ debt exclusion, to pay costs of the project being financed by such bonds or notes and to reduce the amount authorized to be borrowed for such project, but not yet issued by the Town, by the same amount, or to take any other action relative thereto.

BOARD OF SELECTMEN

INFORMATIONAL SUMMARY: This article assigns the Bond Premium received from the sale of bonds to directly reduce the amount the Town needs to raise for the School Building project. A bond premium – is the difference between the market price of a bond and its face value (when the market price is higher). A premium occurs when the bond's stated interest rate is set higher than the true interest cost (the market rate). Premiums received at the time of sale must be offset against the stated interest cost in computing the debt exclusion. For the School Building Project, the Town's excellent bond rating enabled us to obtain a very low interest rate and a significant bond premium of \$867,610.92. This premium will be applied to reduce the overall cost of the project and lower the amount of excluded debt to be added to the Town's tax levy, thereby lowering the tax assessment by about 28% for the tax payer including the other initiatives taken by the Board of Selectmen.

PROPOSED MOTION: I move that the Town appropriate \$867,610.92 from the premium paid to the Town upon the sale of bonds or notes issued for purpose of paying for the costs for a new Carver Elementary School, which are the subject of a Proposition 2½ debt exclusion, to pay costs of the project being financed by such bonds or notes and to reduce the amount authorized to be borrowed for such project, but not yet issued by the Town, by the same amount.

(Majority Vote Required)

Recommendation: Bd. of Selectmen 5-0, Finance Committee 6-0

ARTICLE 3: UNPAID BILLS FROM PREVIOUS YEARS

To see if the Town will vote to transfer from available funds a sum or sums of money to be expended by the Town Administrator to pay any unpaid bills from previous fiscal years, including but not limited to the bills listed below, or to take any other action related thereto:

Small Water Systems Services	\$1,425.00
Ricoh	\$ 299.18
Gatehouse Media	\$ 41.25
APS Medical Billing	\$ 26.00
University Products Companies	\$ 26.50

BOARD OF SELECTMEN

INFORMATIONAL SUMMARY: This article is required to pay for bills incurred by the Town from previous fiscal years that for one reason or another were not submitted and paid during the particular fiscal year in which the bill was received.

PROPOSED MOTION: I move that the Town transfer the sum of \$1,817.93 from the financial disclosure account (01-145-0058-5317), for the purposes and in the amounts set forth in Article 3 of the Warrant.

(4/5s Vote Required)

Recommendation: Bd. of Selectmen 5-0, Finance Committee 0-6

ARTICLE 4: SUPPLEMENTAL APPROPRIATIONS FOR FISCAL 2016

To see if the Town will vote to transfer from available funds a sum or sums of money to be expended by the Town Administrator for various departmental budgets for the remainder of the fiscal year ending June 30, 2016, or to decrease or otherwise adjust any budget line item as appropriated by the Town at the Annual Town Meeting held on April 25, 2015, or to fund any other deficits for fiscal year 2016, or to take any other action related thereto.

BOARD OF SELECTMEN

INFORMATIONAL SUMMARY: The Town Financial Policy #2 provides in part, "The Town will avoid all budgetary procedures that balance current expenditures at the expense of meeting future years' expenses, such as postponing expenditures...." This article proposes transfers from various departmental budgets that the Town Accountant has determined to have surplus funds to cover a deficit in the Snow and Ice account. These accounts include the Gasoline Account, projected to have a surplus of \$40,000, the Legal Account, projected to have a surplus of \$20,000, the Health Insurance Account, projected to have a surplus of \$30,000, and the Retirement Account, projected to have a surplus of \$30,000.

PROPOSED MOTION: I move that the Town make the Fiscal Year 2016 budget transfers shown below:

Amount	From	To
\$40,000	Gasoline	Snow and Ice
\$20,000	Legal	Snow and Ice
\$30,000	Health Insurance Budget	Snow and Ice
\$30,000	Retirement Budget	Snow and Ice

(Majority Vote Required)

Recommendation: Bd. of Selectmen 3-0, Finance Committee 0-0

ARTICLE 5: ALLOCATION OF FUNDS FROM FREE CASH

To see if the Town will vote to transfer from free cash, as specified below:

North Carver Water District Enterprise Fund (NCWD) FY17	\$261,000
Capital Outlay Reserve Fund (ATM 2014, Art 15)	\$150,000
Transfer to General Stabilization Fund	\$518,808
Long-range facilities consulting funds for use by Superintendent & Town Administrator	\$ 25,000
2 year development of a human resource department & associated training startup	\$120,000
Equitable 2% one-time COLA increase for non-union employees and incentive program	\$ 40,000
Other Post-Employment Benefits (OPEB) trust fund	\$100,000

and to see if the Town will vote to accept provisions of Massachusetts General Laws, Chapter 40, section 13D, to establish a reserve fund for the future payment of accrued liabilities for compensated absences due any employee or full-time officer of the Town upon the termination of the employee's or full-time officer's employment, and further to transfer the sum of \$75,000 from free cash for purposes of funding said fund; and transfer a total of \$85,000 from reserve overlay accounts to Consolidated Finance Department and Assessor transition account, or take any other action related thereto.

BOARD OF SELECTMEN

INFORMATIONAL SUMMARY: Per the Town's Financial Policies, fund balances are only to be used for one-time expenditures as they are not reoccurring expenses. This article includes the following:

- *An amount of \$261,000 for the NCWD Enterprise Fund is intended to close an anticipated FY2017 revenue deficit to cover capital debt cost that is an obligation of the Town. The NCWD continues to explore options to increase revenue in an effort to reduce the town subsidy.*
- *The Capital Outlay reserve account allows the committee to utilize this fund for emergencies that cannot wait till the next annual town meeting to replace and/or repair equipment.*
- *The General Stabilization Fund is a critical component of our bond rating and can only be used in an emergency with a required 2/3 authorization by town meeting.*
- *The superintendent and town administrator have created a working study group to explore developing a long-range facility plan for the \$75M the town will spend on buildings over the next five years, this provides funding for consulting assistance as required.*
- *Like many small towns Carver does not have a fully functioning Human Resource Function. Due to ever increasing and complex labor laws and regulations Carver needs to expand / create this capacity. These funds will be used to hire an external consultant team over two year's period to create, train, and implement this new and necessary function. It is anticipated \$5,000 in consulting fees will be expended monthly - as a reference point the town's monthly payroll is a million and half dollars.*
- *On average over the last 10 years the cost of living increases that non-union employees have received of 0.4% is significantly lower as compared to teachers who have received 1.8% annually, clerical, dispatch, police, and DPW have received 1.1% annually on top of contractual steps. These funds will be utilized to provide a one-time payment of 2% for FY16 that will not be included in base for FY17 as there is no capacity in the town budget to build this one-time payment into the base. There are no cost of living increases proposed in the FY17 non-union salary schedule.*
- *The Town has a \$43,000,000 OPEB liability, these funds will be invested in the Town Trust fund to help reduce this liability and will assist the town in our bond rating.*
- *This article satisfies an audit recommendation to begin to address a \$878,000 liability by creating accrued liabilities for compensated absences fund and depositing \$75,000 in that account*
- *As Carver transitions to hiring an assessing company to provide technical assessing services to the Town there is a necessary transition in part due to retirement of the assessor that needs to be funded to provide a smooth transition and maintain the level of services the community expects.*

PROPOSED MOTION: I move that the Town approve Article 5 as set forth in the Warrant.

(2/3s Vote Required)

*Recommendation: Bd. of Selectmen 2-1 (note Sarah Hewins does not support human resource funding),
Finance Committee 6-0*

ARTICLE 6: SOLAR PAYMENT IN LIEU OF TAX AGREEMENTS

To see if the Town will vote in accordance with Massachusetts General Laws Chapter 59, §38H, or any other enabling authority, to authorize the Board of Selectmen to enter into the following Payment In Lieu of Taxes (PILOT) Agreements for terms of 20 years with option for five year extension pursuant to which the Town will be paid a sum of money per year in lieu of real and/or personal property taxes upon such terms and conditions as the Board of Selectmen deem in the best interests of the Town in connection with solar photovoltaic renewable energy facilities installed or to be installed on the privately owned parcels of land, and to take such other actions as are deemed necessary to implement such agreements and effectuate the purposes of this article; or take any other action related thereto:

BOARD OF SELECTMEN

INFORMATIONAL SUMMARY: This article is to authorize the Board of Selectmen enter into and execute Payment In Lieu of tax Agreements for renewable energy facilities developed or to be developed in the town.

Given the uncertainty surrounding the valuation of such facilities, these agreements will ensure that the Town receives a steady stream of income from these facilities for a minimum of twenty to twenty-five years.

PROPOSED MOTION: I move that the Town authorize the Board of Selectmen to enter into the Payment in Lieu of Tax agreement specified and approve Article 6 as printed in the warrant.

(Majority Vote Required)

Recommendation: Bd. of Selectmen 0-0, Finance Committee 0-0

ARTICLE 7: OPERATING BUDGETS FOR TOWN AND ENTERPRISE FUND; FUNDING FOR OPEB (Other Post Employment Benefits) TRUST AND STABILIZATION FUNDS.

To see if the Town will vote to raise and appropriate funds to fix salaries and compensation of Elected Officers, and to see what sums the Town will vote to raise and appropriate or transfer from available funds or otherwise provide, for the payment of Personnel Services, Expenses, Capital Outlays, Debt Service, OPEB Trust Fund, Capital Stabilization, Stabilization Fund, and otherwise, of Town Departments, Water Enterprise Funds, Water Betterment Debt Stabilization Fund, and to modify the FY17 Wage and Salary Pay Scale, Wage & Salary Classification Plan for Elected and Non-union Employees, and Organizational Chart for all positions, and appropriate the difference between the levy net and the levy limit to the General Stabilization Fund, all as set forth below:

PART A

Approve Amendments to Town-Wide Organizational Chart FY17, FY17 Wage & Salary Pay Scale and Wage & Salary Classification Plan for Elected & Non-union Employees for FY17
(See Appendix A, B & C)

PART B

Operating Budget (Funded from Taxation and Transfers from Available Funds), see budget detail in Appendix E for Informational Purposes,

General Government Budget

General Government (salaries & expenditures)	\$2,505,003
Public Safety (salaries & expenditures)	\$3,253,458
Public Works and Facilities (salaries & expenditures)	\$1,189,159
Human Services (salaries & expenditures)	\$369,351
Culture, & Recreation (salaries & expenditures)	\$390,198
Excluded Debt, Benefits & Expenditures	\$5,102,900

School Budget

School General Budget (salaries & expenditures)	\$22,267,318
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PART C

Special Funds (Funded from Taxation and Transfers from Available Funds)

OPEB Trust Fund	\$145,799
Town General Stabilization Fund	\$25,000
Town General Stabilization Fund	Amount is the difference between net levy and levy limit
Compensated Absences Liability Fund	\$25,000
Capital and Debt Stabilization Fund	\$2,463,030
North Carver Water District Enterprise Fund	\$87,500
Water Betterment Debt Stabilization Fund	\$45,298

PART D

Enterprise Funds (funded from receipts)

North Carver Water District FY 17 (salary, expenses, capital, debt, etc.)	\$322,812
Cranberry Village FY 17 (salary, expenses, capital, debt, etc.)	\$64,209

or to take any other action related thereto.

BOARD OF SELECTMEN

INFORMATIONAL SUMMARY:

Article 7 is divided into four parts.

- *Part A is a non-monetary portion of the article establishing the salaries and compensation of elected and appointed town officials and employees and for Town Meeting to approve the employee organizational chart;*
- *Part B presents the Town's operating budget by category;*
- *Part C provides annual funding for certain special purposes funds; and*
- *Part D establishes the annual budgets for the North Carver Water District and Cranberry Village Enterprise Funds.*

The 2014 Annual Town Meeting approved a modified "bottom-line budget" for each category as shown in Part B, with a line-by-line breakdown by department provided in Appendix E for informational purposes. We have again set forth in Appendix E, a summary of the detailed line-item budget approved by the Board of Selectmen and Finance Committee that must be followed by all departments. Once Town Meeting establishes the budget for each identified category, the Town's financial staff, with the approval of the Board of Selectmen, will be able to allocate the funding amongst the various line items in each such category as needed during the course of the fiscal year to most efficiently manage operational requirements. However, it may still be necessary to return to Town Meeting during the fiscal year, as Town Meeting approval will still be required to transfer amounts between categories as listed above. The School Committee as detailed in Town Audit is required to vote on budget transfers within their School General Budget as approved by the School Committee.

PROPOSED MOTION A-A: I move that the Town approve amendments to the **Town-Wide** Organizational Chart for FY17, as set forth in Appendix A.

(Majority Vote Required)

Recommendation: Bd. of Selectmen 2-1 (note: Sarah Hewins does not support town-wide organizational chart, Finance Committee 6-0)

PROPOSED MOTION A-B: I move that the Town approve amendments to the **Town-Wide** FY17 Wage and Salary Pay Scale, as set forth in Appendix B.

(Majority Vote Required)

Recommendation: Bd. of Selectmen 3-0, Finance Committee 6-0

PROPOSED MOTION A-C: I move that the Town approve amendments to the **Town-Wide** Wage and Salary Classification Plan for Elected and Non-Union Employees for FY17, as set forth in Appendix C.

(Majority Vote Required)

Recommendation: Bd. of Selectmen 3-0, Finance Committee 6-0

PROPOSED MOTION B: I move that the Town raise and appropriate the sum of \$34,339,057, transfer from Ambulance Receipts Reserved for Appropriation the sum of \$655,687, transfer from Entergy Grant the sum of \$10,000, transfer from Septic Betterments the sum of \$11,101, transfer from the North Carver Water District receipts the sum of \$47,801, transfer from Cranberry Village receipts the sum of \$2,516 and transfer from Cemetery Receipts Reserved for Appropriation the sum of \$11,225, all to be allocated for the Town's Operating budget as set forth in Article 7, Part B of the Warrant;

And further, to authorize the Board of Selectmen, upon recommendation of the Town's financial staff, to allocate amounts within each such category to maximize fiscal efficiency and operations, provided, however,

that any transfer between categories, other than as may be allowed under G.L. c.44, §33B(b) during the last two months of the fiscal year, shall require approval by Town Meeting.

(Majority Vote Required)

Recommendation: Bd. of Selectmen 3-0, Finance Committee 6-0

PROPOSED MOTION C: I move that the Town raise and appropriate the sum of \$2,729,972, as well as raise and appropriate an amount equal to the difference between the levy net and the levy limit, transfer from North Carver Water District Retained Earnings the sum of \$45,298 and transfer from Ambulance Receipt the sum of \$16,357, to be allocated as set forth in Article 7, Part C of the Warrant.

(2/3s Vote Required)

Recommendation: Bd. of Selectmen 5-0, Finance Committee 6-0

PROPOSED MOTION D: I move that the Town appropriate the sum of \$322,812 from Estimated Water Receipts – North Carver Water to pay the salaries, expenses, capital, debt and other expenditures for the North Carver Water District Enterprise fund for Fiscal Year 2017 and further to appropriate the sum of \$64,209 from Estimated Water Receipts – Cranberry Village to pay the salaries, expenses, capital, debt and other expenditures of the Cranberry Village Enterprise Fund for Fiscal Year 2017, and to authorize the Board of Selectmen, upon recommendation of the Town's financial staff, to allocate amounts within each such enterprise fund, respectively, to maximize fiscal efficiency and operations.

(Majority Vote Required)

Recommendation: Bd. of Selectmen 3-0, Finance Committee 0-0

ARTICLE 8: CAPITAL IMPROVEMENTS BUDGET

To see if the Town will vote to raise and appropriate, transfer from available funds sums of money for the following capital improvements, capital projects and/or purchase of capital equipment for the various departments, of the Town, and pay debt service on existing capital debt, annual payments for lease agreements, as listed below:

Part A. To transfer from the Capital and Debt Stabilization Fund the sum of \$2,419,601.33, from the Capital Building Stabilization Fund the sum of \$4,645.63, from the ambulance fund the sum of \$50,000, from the 2010 ATM Article 8 the sum of \$11,073.85 (DPW cab/chassis) and the sum of \$5,197 (4X4 SUV) and from the 1994 ATM Article 18 the sum of \$61,894.19 (Construction So Carver Fire Station), for the following purposes and for all costs incidental and related thereto:

DPW Sidewalk Tractor w/ Snow blower - Side Arm Mower, purchase and equip	\$150,000
DPW One Ton Dump Truck w/ Plow, purchase and equip	\$75,000
Town Hall - Paint Exterior	\$40,000
Fire Station 2 - Replace Asphalt Shingles, purchase and install	\$40,000
Fire Station 2 - Upgrade Kitchen Bunkroom, purchase and install	\$15,000
Fire Replace Self-Contained Breathing Apparatus	\$220,000
Police Cruiser Replacement, purchase and equip	\$42,000
Police Long Range Strategic Plan / Needs Analysis	\$65,000
EMS Intravenous Pumps (3)	\$15,000
EMS Automatic Chest Compression Devices / equipment	\$35,000
Town Wide Technology Upgrades & recycling	\$55,000
School Decommission of Waste Water Treatment Plant	\$25,000
School Repair HS Gymnasium Bleachers when floor replaced	\$25,000
School Auditorium Carpet, purchase and install	\$20,000
School Replace 71 Passenger Bus, purchase and equip	\$82,000

School Annual reduction in debt exclusion for new elementary school (solar)	\$100,000
Debt Service, Lease Payments, Interest, Project Management, Disclosure Statement	\$1,548,412

and, to authorize the Town Administrator, in consultation with the Capital Outlay Committee Chair, to expend such funds in the most fiscally responsible manner and to manage all approved projects, from planning and design to procurement, including negotiation of contracts and change orders, with quarterly updates to the Capital Outlay Committee, and to authorize the Town Administrator to take such additional action as may be necessary to carry-out the votes taken hereunder.

Part B. To transfer from Central Cemetery Receipts Reserved Account, a sum of money for the purpose of acquiring, by gift, purchase, eminent domain or otherwise, an easement, leasehold and/or other property interest in, over, across, under and along a parcel of land of approximately 120,000 sq.ft. located at 127 Main Street, parcel ID# Map 75 lot 1 for expanding the central cemetery, and for any and all purposes incidental or related thereto, on such terms and conditions and for such consideration as the Board of Selectmen determines are in the best interests of the Town, and to authorize the Board of Selectmen to accept such interest and to execute any and all instruments as may be necessary on behalf of the Town to effectuate the foregoing, or take any other action related thereto.

CAPITAL OUTLAY COMMITTEE

INFORMATIONAL SUMMARY: The Capital Outlay Committee works within a Capital Improvement Plan, a 10-year fiscal planning process that identifies long-term improvements to the Town's infrastructure and facilities as presented in Appendix F. This article would provide for the funding for various capital projects and equipment for Town departments. The article authorizes the Board of Selectmen to acquire an abutting 3+ acre parcel for expansion of the Central Cemetery.

PROPOSED MOTION: I move that the Town vote to approve the capital improvements, capital projects and/or purchase of capital equipment for the various departments, boards, commissions and agencies of the Town, and the debt service on existing capital debt, annual payments for lease agreements, and appropriate funding for the same, all as set forth in Article 8, Part A of the warrant; and to appropriate the sum of \$25,000 from the Central Cemetery Receipts Reserved Account and to authorize the Board of Selectmen to acquire an interest in real property for expansion of the Central Cemetery as set forth in Article 8, Part B of the warrant.

(2/3s Vote Required)

Recommendation: Bd. of Selectmen 3-0, Finance Committee 6-0, Capital Outlay Committee 4-0

ARTICLE 9: COMMUNITY PRESERVATION COMMITTEE REPORT & RECOMMENDATIONS

To see if the Town will vote to hear and act on recommendations by the Community Preservation Committee for Fiscal Year 2017 pursuant to Chapter 44B of the General Laws, also known as the Community Preservation Act; to implement such recommendations by acting on the following:

1. appropriating and/or reserving a sum or sums of money from the Community Preservation Fund Fiscal Year 2017 estimated annual revenues for the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee and in accordance with the provisions of G.L. c.44B, §6, for open space, land for recreational use, historic resources and community housing, and debt service on prior approved projects, and further, to transfer from the Community Preservation Fund for proposed projects recommended by the Community Preservation Committee, and for all incidental and related expenses, as follows:

Appropriations:

- A. From FY2017 estimated revenues for Committee Administrative Expenses \$22,872

B. From FY2017 estimated revenues for Cole Property Bond Payment	\$103,270
Reserves	
C. From FY2017 estimated revenues for Community Housing Reserve	\$45,744
D. From FY2017 estimated revenues for Historic Reserve	\$45,744

2. authorizing the Town Administrator, in consultation with the Community Preservation Committee Chairman, with quarterly updates to the Community Preservation Committee to manage all approved projects, from planning and design to procurement, including negotiation of contracts and change orders, and construction and authorizing the Town Administrator to take such action as may be necessary to carry out the votes taken hereunder;

or take any other action related thereto

COMMUNITY PRESERVATION COMMITTEE

INFORMATIONAL SUMMARY: Under the Community Preservation Act, the Community Preservation Committee is required each year to make a recommendation to the Annual Town Meeting as to how the Community Preservation funds raised through local taxation and state matching funds are to be spent.

PROPOSED MOTION: I move that the Town approve Article 9 as set forth in the Warrant.

(Majority Vote Required)

Recommendation: Bd. of Selectmen 5-0, Finance Committee 6-0

ARTICLE 10: REVOLVING ACCOUNTS

To see if the Town will vote to re-authorize the establishment of the following Revolving Accounts in accordance with Massachusetts General Laws, Chapter 44, §53E ½ for the purposes and in the amounts, and subject to the expenditure limits, specified as follows:

Revolving Account	Spending Authority	Revenue Source	Allowed Expenditures	Expenditure Limit
Library Fines and Passport	Library Director	Overdue fines, damaged/lost books levies and passport revenues	Purchasing library materials	\$15,000
Council on Aging Nutrition	Council on Aging	Receipts from the lunch and Meals on Wheels programs, and any other Council on Aging sponsored meal functions	Lunches, Meals on Wheels programs, and other Council on Aging sponsored meal functions	\$30,000
Earth Removal Fee	Earth Removal Committee	Fees collected for earth removal inspections	Making road repairs	\$215,000
Marcus Attwood House	Council on Aging	Rental and other fees collected for the use of the Marcus Atwood House	Ongoing maintenance, and upkeep expenses for the Marcus Atwood House	\$12,000
Cole Property Maintenance	Conservation Commission and	Receipts and other fees	maintenance of Town-owned cranberry bogs on the 221 acre Town-owned property known as the "Cole Property," and for the	\$20,000

	Agricultural Commission		maintenance, upgrading and construction of trails and general maintenance and land stewardship on said Cole Property	
Fire Department Revolving Account for Fire Prevention/Code Enforcement	Fire Chief	Revenue and reimbursable incidents allowed under Massachusetts General Laws Chapter 21E involving hazardous materials releases	Replace, repair or purchase equipment and supplies and to fund administrative and firefighter wage expenses associated with Fire Prevention / Code Enforcement activities and fire operations and responses to hazardous material incidents	\$40,000
Recreation Committee	Recreation Committee	Funds from services provided to Town residents for recreation activities	Services provided to Town residents for recreation activities	\$20,000

or take any other action related thereto.

BOARD OF SELECTMEN

INFORMATIONAL SUMMARY: Under Massachusetts General Laws, Chapter 44, §53E ½, a Revolving Fund is an accounting system for revenues for a specific service. Revenues in a revolving fund can be used to support the associated service without appropriation. Massachusetts law requires that each such fund be re-authorized each year at the Annual Town Meeting and that a limit on the total amount that may be spent from each be established at that time.

PROPOSED MOTION: I move that the Town reauthorize the several revolving accounts of the Town, all as specified in Article 10 of Warrant.

(Majority Vote Required)

Recommendation: Bd. of Selectmen 5-0, Finance Committee 6-0

ARTICLE 11: BY-LAW AMENDMENTS and HOME RULE PETITION:

To see if the Town will vote to act on the follow recommendations:

Part A. To see if the Town will vote to Amend Chapter 4.6 of the Town's General Bylaws, "Historic District", by adding a new section 4.6.9 as follows:

4.6.9. Additional Duties of the Historic District Commission

4.6.9.1. In addition to the powers and duties set forth in Sections 4.6.1 to 4.6.7 of this bylaw, the Commission shall have all of the powers and duties vested by the Massachusetts General Laws, Town Bylaws, Town Meeting votes and/or votes of the Board of Selectmen in the Historical Commission, Lakenham Green Preservation Committee and Marcus Atwood House Trustees and shall act as the same.

4.6.9.2. The Commission may create one or more subcommittees to serve in an advisory capacity and to make recommendations concerning the expenditure of funds relative to matters previously assigned to the Historical Commission, Lakenham Green Preservation Committee and/or Marcus Atwood House Trustees.

4.6.9.3 Any funds held by the Town as of the effective date of this bylaw, whether received, as gifts, grants, or donations, for matters previously assigned to the Historical Commission, Lakenham Green Preservation Committee and Marcus Atwood House Trustees, shall continue to be held and accounted for separately and shall only be expended for their designated purposes, all as required, and to the extent permitted, by law.

And to rescind the Town's acceptance of G.L. c.40, §8D creating an appointed Historical Commission, and terminate the terms of any incumbent members of said Historical Commission; provided, however, that this portion of the vote shall not take effect until the Attorney General approves the amendment to Chapter 4.6 of the Town's General Bylaws hereunder and the amended bylaw is posted or published as required by law.

Part B. To see if the Town will vote to authorize the Board of Selectmen to petition the Massachusetts General Court for special legislation, as set forth below, to create a Department of Municipal Finance in the Town of Carver; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

An Act Creating a Department of Municipal Finance in the Town of Carver under the Direction of a Finance Director

SECTION 1. Creation of Department of Municipal Finance. Notwithstanding the provisions of any general or special law to the contrary, there shall be in town of Carver a department of municipal finance responsible for the coordination of all financial functions and activities of the town, including but not limited to: maintenance of all accounting records and other financial statements; payment of all obligations on behalf of the town; investment of town funds and management of debt; receipt of all funds due; maintenance of a system of property valuation; rendering of advice, guidance and recommendations to town departments, offices and boards in matters related to their financial or fiscal affairs; and routine monitoring and reporting of revenues and expenditures by town departments, offices and boards. The department shall include the offices and functions of the town accountant, treasurer-collector, board of assessors and principal assessor created in accordance with section 4 of this act; provided, however, that although the board of assessors shall be part of the department of municipal finance, such board shall continue to exercise its duties and responsibilities under the General Laws, except as otherwise provided in this act. The department shall have such additional powers, duties and responsibilities with respect to municipal finance-related functions and activities as the town may from time to time provide by bylaw.

SECTION 2. Finance Director. The department of municipal finance shall be under the direct control and supervision of a finance director who shall report to the town administrator. The finance director shall be appointed by the town administrator in consultation with the chairpersons of the finance and capital outlay committees; provided, however, that said appointment shall be subject to the bylaws of said town of Carver, as they may be amended from time-to-time, that provide for the appointment of officers of the town by the town administrator. The finance director may be removed by the town administrator, provided, however, that such removal shall take effect on the fifteenth (15th) day following the day on which written notice is provided to the board of selectmen, unless the board of selectmen shall, within that period, vote to reject such removal or sooner affirm it. The finance director shall be a person especially fitted by education, experience and training to perform the duties of the office. The salary, fringe benefits and other conditions of employment of the finance director may be established by contract, subject to appropriation, for a period of up to five years,

including but not limited to, severance pay, relocation expenses, reimbursement for expenses incurred in the performance of the duties of office, liability insurance, conditions of discipline, termination, dismissal and reappointment, performance standards and leave.

SECTION 3. Finance Director Duties and Responsibilities. The finance director may serve as the town accountant or treasurer-collector but not both and shall be responsible for coordinating the fiscal management procedures of the offices of the town accountant, treasurer/collector and principal assessor and shall be the administrator of budgeting, encompassing financial reporting, accountability and control, as well as an advisor to the board of selectmen, town administrator, finance committee, and all other town departments, concerning financial and programmatic implications of current and future financial policies, including standards for the preparation of the annual budget and capital plan. The finance director shall, in consultation with the town administrator, be responsible for the supervision and coordination of all personnel, tasks and activities of the department. The finance director shall provide the town administrator and board of selectmen with reports no less than quarterly and more often as requested concerning the matters under his/her supervision. The finance director shall have such additional duties and responsibilities as may be determined from time to time by the town administrator, and/or as may be determined from time to time by bylaw.

SECTION 4. Principal Assessor. Notwithstanding the provisions of any general or special law to the contrary, there shall be in the town of Carver the position of principal assessor who shall report to the finance director. The principal assessor shall be appointed by the town administrator in consultation with the finance director and board of assessors; provided, however, that said appointment shall be subject to the bylaws of said town of Carver, as they may be amended from time-to-time, that provide for the appointment of officers of the town by the town administrator. The principal assessor shall be a person especially fitted by education, experience and training to perform the duties of the office.

SECTION 5. Principal Assessor Duties and Responsibilities. The principal assessor shall be responsible for the administrative, technical and supervisory functions related to the appraisal, valuation, and assessment of real and personal property. The principal assessor shall be responsible for planning, directing and supervising the work of the board of assessors' office, directing and administering contracts with firms or individuals providing professional assessing services to the town, compiling data and information for the board of assessors and other town officials, investigating requests for abatement and exemptions of property tax and providing assistance to the board of assessors in connection with abatement and exemption applications and otherwise as may be requested. The principal assessor shall have such additional duties and responsibilities as may be determined from time to time by the town administrator, finance director, and/or as may be determined from time to time by bylaw.

SECTION 6. Treasurer-Collector and Town Accountant. Notwithstanding the provisions of any general or special law to the contrary, there shall be in the town of Carver the positions of treasurer-collector and town accountant who shall each have all the powers, duties, and responsibilities of and be subject to the liabilities and penalties conferred and imposed by law on the offices of treasurer and collector and town accountant under the General Laws, except as provided herein. The town administrator in consultation with the finance director and the chairpersons of the finance and capital outlay committees shall appoint the treasurer-collector and town accountant, if such positions are separate from the position of finance director; provided, however, that said appointments shall be subject to the bylaws of said town of Carver, as they may be amended from time-to-time, that provide for the appointment of officers of the town by the town administrator. The treasurer/collector and

town accountant shall be persons especially fitted by education, experience and training to perform the duties of those offices.

SECTION 7. Chapter 414 of the Acts of 2014 relating to the position of treasurer/collector in the town of Carver is hereby repealed.

SECTION 8. Contracts or liabilities in force on the effective date of this act shall not be affected by consolidation of certain financial functions of the town as provided in this act.

SECTION 9. This act shall take effect upon passage.

Part C. To see if the Town will vote to authorize the Board of Selectmen to petition the Massachusetts General Court for special legislation, as set forth below, to establish a mechanism for counting affordable housing units in the Town of Carver pursuant to the provisions of Massachusetts General Laws, Chapter 40B, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

An Act Establishing a Mechanism for Counting Affordable Housing Units in the Town of Carver

Notwithstanding any general or special law to the contrary, including, but not limited to the provisions of sections 20 through 23 of chapter 40B and including but not limited to any state regulation, policy and/or guideline to the contrary, as approved by the Carver Town Meeting, it is hereby authorized by the General Court that:

Section 1. Whereas, the calculation of whether a municipality has satisfied the ten percent affordable housing benchmark set forth under sections 20 through 23 of chapter 40B is reflected in the list known as the Subsidized Housing Inventory ("SHI") that is maintained by the Massachusetts Department of Housing and Community Development ("DHCD");

Whereas, the said Town of Carver has at least one thousand manufactured housing units within the said Town, the largest number of such manufactured housing units in any one municipality within the Commonwealth making up over 25% of the Town's housing stock that is also the largest percentage in the Commonwealth;

Whereas, the vast majority of the one thousand manufactured housing units in the said Town of Carver are occupied by low and moderate income households, whether rental or home ownership;

Whereas, the one thousand manufactured housing units in the said Town of Carver have provided long-term affordable housing for low and moderate income household for many years, despite the lack of a recorded deed restriction and the lack of a lottery procedure; and

Whereas, in light of this unique set of unprecedented circumstances, the manufactured housing units in the said Town of Carver do provide long-term affordable housing for low and moderate income households and should be counted toward the ten percent affordable low and moderate income housing benchmark set forth under chapter 40B of the Massachusetts General Laws.

Section 2. In the said Town of Carver, due to the unique circumstances that exist, the determination by DHCD or any successor state agency or any successor entity in calculating what percentage of the said

Town's year round housing counts toward low and moderate income housing when compared to the said Town's total year-round housing units as reported in the latest federal decennial census for purposes of section 20 of said chapter 40B, as reflected in the SHI list or in any successor list or successor means of measuring the amount of affordable housing, shall be calculated so as to include 50% of each and every manufactured housing unit within the said Town as an affordable low or moderate income unit and, so, any such SHI determination or measurement shall be based on the inclusion of each and every manufactured housing unit in the said Town as an affordable low or moderate income housing unit under the SHI maintained for the said Town upon proof to DHCD or any successor agency or entity of a certificate of occupancy for each and any manufactured housing unit.

Section 3. This act shall take effect upon passage.

or take any action related thereto.

BOARD OF SELECTMEN

INFORMATIONAL SUMMARY:

A. Due to procedural issue last year where the Historic Commissions did not meet to vote on this article prior to Annual Town Meeting last year in part due to lack of quorum, it must be re-voted this year as proper notice has been given. The purpose of this Bylaw amendment is to consolidate the four (4) committees whose purpose is to protect the historic heritage of the Town. Currently, many members of these committees are the same and sometimes they meet on the same night, consecutively. It is expected that consolidation will improve efficiencies and the ability to achieve a quorum. The proposed bylaw is in the same form as the bylaw presented at the April 2015 Annual Town Meeting which was approved by a 2/3s majority vote.

B. This proposed home rule legislation creates a centralized finance department as approved by the Board of Selectmen and recommended by Department of Revenue based on February 2016 report.

C. For purposes of calculating a town's affordable housing inventory pursuant to Chapter 40B, the state does not include units within manufactured housing communities unless certain circumstances are met. In the Town of Carver, such manufactured housing communities make up approximately 25% of the Town's housing units, and yet they account for only 3% of the Town's tax revenue. As these units generally meet most of the criteria for affordable housing, this proposed legislation seeks to create a mechanism for allowing Carver to count these units as part of its affordable housing inventory.

PROPOSED MOTION: I move that the Town approve Article 11 as set forth in the Warrant.

(2/3's Vote Required)

Recommendation: Bd. of Selectmen A is 5-0, B is 4-1, and C is 3-0, Finance Committee A is 6-0, B is 6-0, and C is 0-0, Governance Committee A is 5-0, B is 5-0, and C is 3-0

ARTICLE 12: SENIOR AND VETERANS TAX WORKOFF PROGRAM

To see if the Town will vote to take the following actions relative to senior and veteran property tax relief:

Part A. To see if the Town will vote under the provisions of Mass General Law Chapter 59 Section 5, Clause 41st C, to reduce the requisite age of eligibility for the senior citizen property tax exemption to any person age sixty-five (65) years or older;

Part B. To see if the Town will vote under the provisions of Mass General Law Chapter 59 Section 5K, which authorizes a senior tax liability reduction for volunteerism program, which statute was accepted at the annual town meeting held June 19, 2006, to adjust the exemption amount by increasing it to \$750 per year, beginning with fiscal year 2017; and

Part C. To see if the Town will vote under the provisions of Mass General Law Chapter 59 Section 5N, which authorizes a veteran to receive a tax liability reduction for volunteerism program, which statute was accepted

at the annual town meeting held on October 28, 2013, to adjust the exemption amount by increasing it to \$750 per year, beginning with fiscal year 2017;

or take any action related thereto.

BOARD OF SELECTMEN

INFORMATIONAL SUMMARY:

- A. *The current age of eligibility in Carver is age 67, which was approved by a Special Town Meeting Article 10, held on November 8, 2010.*
- B. *Because these workers are essential to the success of assisting departments with their skills and abilities, we are asking that the Town approve an increase in the amount of money a senior can "work-off" to the maximum of \$750. For FY2017 this would allow seniors who complete work by June 30, 2017 to have given 68 hours per person to the Town in return for their service.*
- C. *Because these workers are essential to the success of assisting departments with their skills and abilities, we are asking that the Town approve an increase in the amount of money a veteran can "work-off" to the amount of \$750. For FY2017 this would allow veterans who complete work by June 30, 2017 to have given 68 hours per person to the Town in return for their service.*

PROPOSED MOTION: I move that the Town approve Article 12 as set forth in the Warrant.

(Majority Vote Required)

Recommendation: Bd. of Selectmen 5-0, Finance Committee 6-0

ARTICLE 13: PLANNING BOARD ZONING ARTICLES:

To see if the Town will vote to amend the Carver Zoning Bylaw as follows:

- A. By deleting the words "functional requirements of the Planning Board's Subdivision Rules and Regulations" in Article III, Section 3160 and replacing them with the words "requirements found in Section 4200: Utilities";
- B. By deleting the words "the Planning Board's Subdivision Rules and Regulations" from Article III, Section 3169;
- C. By deleting Section 4200 in its entirety and replacing it with the following:

4200. UTILITIES

4210. Storm Drainage.

General Approach: A complete storm drainage system shall be laid out and of sufficient size as to permit unimpeded flow of all natural waterways, to provide adequate drainage of all portions of the site, and to prevent adverse impacts due to stormwater discharge from the site.

Stormwater from the site shall be recharged to the maximum extent feasible and as near to the runoff source as practicable. Open drainage systems that provide a high level of infiltration, require little maintenance, and result in a minimum of clearing and grading (such as grasses swales or undisturbed natural areas suitable to absorb stormwater) are generally considered superior to closed drainage systems. A series of multiple smaller drainage systems is preferable to a single larger facility.

Design Basis and Method: Drainage systems shall be designed to comply with the following:

Where the collection system conveys flows to a detention/retention system designed to control the one hundred (100) year storm, the designer shall document how flows in excess of collection system capacity will be safely directed to the control device.

Calculations for the analysis of pre-and post-development peak flows at the property line, and for the design of detention/retention devices shall be developed using the Natural Resource Conservation Service (NRCS) TR-20 methodology.

The development of runoff coefficients (e.g. for the Rational Method) and Runoff Curve Numbers (e.g. for TR-55 and TR-20 methodology) for post-development conditions shall be based on the assumption that the contributing watershed will be fully-developed.

Separation between infiltration devices and septic systems: A note shall be added to the plan citing use and general location of dry wells, roof leaders and other individual on-site stormwater management systems in order to facilitate adequate separation for septic systems.

Discharge onto abutting lots: peak stormwater flows at the boundaries of the development shall not exceed peak flows prior to development measured in the same location, based on the two- (2), ten- (10), twenty-five- (25), and one hundred- (100) year, twenty-four hour design storms.

Stormwater volumes shall be controlled so that there is no increased negative impact on any abutting property. No flow shall be conveyed over public ways, or over land of others.

Storm drainage structures and appurtenances: The drainage collection system shall be designed to convey projected peak flow rates based upon the twenty-five- (25) year storm utilizing the Rational Method.

4220. Emergency Services.

Emergency access roads shall be at least 12-feet wide, constructed of an all-weather surface, and cleared of obstructions to a distance of 4-feet on both sides. Gates, where required, shall be equipped with a standard Carver Fire Department lock.

A Fire Protection Distribution System (FPDS) shall be provided when deemed necessary by the Special Permit Granting Authority (SPGA). The SPGA shall request written comments from the Carver Fire Department, prior to making a determination. The FPDS shall consist of water mains, hydrants, and appurtenances designed in accordance with the specifications adopted by the Carver Fire Department.

A water supply conforming to NFPA 1231 shall be established on the plans for firefighting purposes when deemed necessary by the SPGA. The SPGA shall request written comments from the Carver Fire Department, prior to making a determination.

or take any other action related thereto.

PLANNING BOARD

INFORMATIONAL SUMMARY: Currently the design and construction standards for storm water control and emergency services are found in the Subdivision Control Rules and Regulations. Said Rules are cross-referenced in the Zoning Bylaw. By including the standards explicitly in the Zoning Bylaw, the Planning Board and Zoning Board of Appeals are clearly authorized to enforce the requirements as part of any special permit.

PROPOSED MOTION: I move that the Town approve Article 13 as set forth in the Warrant.
(2/3 Majority Vote Required)

Recommendation: Planning Board 3-0

ARTICLE 14: NON- MONEY PETITION ARTICLES

To see if the town will vote to amend the Town of Carver Zoning Map, dated August 2015 to include in the Spring Street Innovation Zoning District, a parcel of land consisting of approximately 7.00 acres +/-, which land is a portion of the Town of Carver's Assessors Parcel 32-4-0, and is substantially shown as "Remaining Land of Carver Assessors Parcel 32-4-0 Not Included in Lease Area" on a plan attached hereto as Exhibit A entitled "Lease Area Plan Solar Circle Carver and Plympton Massachusetts", prepared by Grady Consulting, LLC, dated October 31, 2014 and recorded with Plymouth County Registry of Deeds in Plan Book 59, Page 342, or to take any other action related thereto."

PETITIONED ARTICLE

INFORMATIONAL SUMMARY: The undersigned is the owner of property on Solar Circle, consisting of approximately 32+/- acres of land and being Carver Assessor's Parcel 32-4-0. Approximately 25 +/- acres of said land is subject to a long term lease in connection with a solar farm (the "Solar Lease"). The undersigned would like to have that portion of said Parcel 32-4-0 that is not subject to the Solar Lease, consisting of approximately 7.00+/- acres of land, rezoned from Residential Agriculture to Spring Street Improvement District.

PROPOSED MOTION: I move that the Town approve Article 14 as set forth in the Warrant.

(2/3 Majority Vote Required)

Recommendation: Bd. of Selectmen 3-0, Finance Committee 6-0, Planning Board 4-0.

ARTICLE 15: MONEY PETITION ARTICLES

- A. To see if the Town of Carver will vote to raise and appropriate or transfer from available funds the sum of \$4,000 to support South Coastal Counties Legal Services, Inc.'s continued free legal services in civil matters to low-income and elderly families, or take any action thereon.
- B. To ask the Town of Carver to vote to raise or appropriate or transfer from available funds the sum of \$3,000 to contract with South Shore Women's Resource Center for domestic violence intervention and prevention services for its residents.

VARIOUS PETITIONED ARTICLES

- C. South Shore Community Action Council, Inc. is requesting that the Town of Carver vote to raise and appropriate, or transfer from available funds, the sum of Five Thousand Dollars (\$5,000.00) to South Shore Community Action Council, Inc. for services to low income families and elderly residents in the Town of Carver.

BOARD OF SELECTMEN

or take any other action related thereto.

INFORMATIONAL SUMMARY: The above funding requests have been properly petitioned for inclusion in the Town of Carver's Annual Town Meeting.

PROPOSED MOTION: I move that the Town raise and appropriate the total sum of \$12,000 as grants for the purposes and in the amounts specified in Article 15 of the Warrant.


(Majority Vote Required)

Recommendation: Bd. of Selectmen – 5-0, Finance Committee 6-0

And you are directed to serve this warrant by posting attested copies thereof at the several places designated by vote of the Town seven days at least before the time of holding said meeting.

Hereof fail not and make due return of this warrant, with your doings thereon at the time and place of meeting aforesaid.

Given under our hands this 31st Day of March in the Year Two Thousand and Sixteen.


W. E. Coulson

CARVER BOARD OF SELECTMEN

Sarah B. Harris

Pursuant to the above warrant, I have notified and warned the inhabitants of Carver qualified to vote in Town affairs to meet at the time and place and for the purpose therein expressed by posting attested copies thereof in the Town Hall and in each of the Fire Stations and Post Offices in Carver as required by law seven days at least before the time of said meeting.

A True Copy Attest:

4/1/16
Date

Print: John Woods DPW Superintendent
Name and Title

Sign: John Woods