

# TOWN OF TEMPLETON

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## SPECIAL TOWN MEETING WARRANT

**November 5, 2014**



**NARRAGANSETT REGIONAL MIDDLE SCHOOL  
460 BALDWINVILLE ROAD, BALDWINVILLE**

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**TOWN OF TEMPLETON**  
**WARRANT FOR SPECIAL TOWN MEETING**

**November 5, 2014**

**WORCESTER, ss.**

To either of the Constables of the Town of Templeton in said County:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the precincts of the Town of Templeton, County of Worcester, qualified to vote in elections and Town affairs to meet in the Narragansett Regional Middle School, 460 Baldwinville Road, Baldwinville, in said Templeton on

**Wednesday, November 5, 2014 at 7:00 p.m.,**

then and there to act on the following articles:

**ARTICLE 1    GENERAL OVERRIDE FOR WAGES AND SALARIES**

To see if the Town will vote to raise and appropriate a sum of money for the purpose of funding salary and wage increases for Templeton municipal employees for the fiscal year beginning July 1, 2014; or take any other action relative thereto.

**(Board of Selectmen)**

**Summary:** *This article will start the process leading to the Board of Selectmen scheduling an override election to see if the voters will vote to override the Proposition 2 ½ tax cap to levy additional real estate and personal property taxes to fund 2% raises and other salary adjustments for all Town employees. The total cost will be \$58,000 or 10.7 cents on the tax rate. This will be the first raise for Town employees since July 2011.*

**Main motion:** I move that Fifty Eight Thousand Dollars (\$58,000) be raised and appropriated in additional taxes from the FY '15 tax levy and other general revenues of the Town, to be used by the Town Administrator to

provide 2 % raises and salary adjustments for all Town employees, provided however that this appropriation shall not take effect unless or until the voters of the Town vote to approve an operating override of the limitation on taxes under G.L. Chapter 59, 21C(i), known as Proposition 2 ½ , to levy \$58,000 in additional real estate and personal property taxes .

Advisory Board recommendation: Yes 4-2

Advisory Board Comments: The Advisory Board acknowledges that the town employees have not received a raise in a number of years and supported this article for this reason.

## **ARTICLE 2     GENERAL OVERRIDE FOR CLERK AND ASSESSORS' OFFICE ASSISTANTS**

To see if the Town will vote to raise and appropriate a sum of money for the purpose of funding an administrative assistant in the Assessors' Office and an assistant town clerk; or take any other action relative thereto.

**(Board of Selectmen)**

**Summary:** *The administrative assistant in the Assessors' Office and the assistant town clerk were eliminated in the FY 2014 budget. The Assessors' and Clerk's offices are now one person offices, necessitating the closing of the office whenever the Town Clerk or the Deputy Assessor is absent because of illness, vacation or business outside the office. Restoration of these part-time positions through a general override of Proposition 2 ½ will provide permanent funding for both positions. The increase in taxes of \$27,771 will add 5.1 cents to the tax rate.*

**Main motion:** I move that Twenty Seven Thousand Seven Hundred Seventy One Dollars (\$27,771) be raised and appropriated in additional taxes from the FY'15 tax levy and other general revenues of the town to be used by the Town Administrator to hire an administrative assistant in the Town Assessors' office and an assistant town clerk, provided however that this appropriation shall not take effect unless or until the voters of the Town vote to approve an operating override of the limitation on taxes under G.L. Chapter 59, 21C(i), known as Proposition 2 ½ , to levy \$27,771 in additional real estate and personal property taxes .

Advisory Board recommendation: The Advisory Board vote was 3 Yes and 3 No, therefore we have no recommendation.

Advisory Board Comments:

### **ARTICLE 3     DEBT EXCLUSION FOR THE SENIOR COMMUNITY CENTER**

To see if the Town will raise and appropriate, transfer from available funds or borrow pursuant to any applicable statute a sum of money to be spent by the Senior Center Building Oversight Committee for the purpose of funding the completion of the Senior Community Center, or take any other action relative thereto.

**(BOARD OF SELECTMEN FOR THE SENIOR CENTER BUILDING OVERSIGHT COMMITTEE)**

**Summary:** *This article would increase taxes above the levy limit under Proposition 2 ½ for a five year period. The Town appropriated \$500,000 to construct the new Senior Community Center. The proposed debt exclusion*

*would provide funding to complete construction of the first floor so that the building can be occupied and fund completion of the lower level for the Templeton Food Pantry. This measure will add 14 cents to the tax rate for five years.*

**Main Motion:** I move that Three Hundred Fifty Thousand Dollars (\$350,000) be hereby appropriated to be spent by the Senior Center Building Oversight Committee for the completion of the Senior Community Center, and to meet this appropriation, the Treasurer of the Town, with the approval of the Board of Selectmen, is authorized to borrow \$350,000 and to issue general obligation bonds and notes of the Town, provided however, that this appropriation shall not take effect unless and until the voters of the Town vote to approve a debt exclusion override of the limitation on taxes under G.L. Chapter 59, 21C(i), known as Proposition 2 ½ , for the principal and interest applicable to such borrowing.

**If the Board of Selectmen votes to schedule a debt exclusion election, then the anticipated language of the ballot question would be:**

Shall the Town of Templeton be allowed to exempt from the provisions of Proposition 2 ½ , so-called, the amounts required to pay for the bond issued in order to complete construction of the new Senior Community Center by the Senior Center Building Oversight Committee ?

YES \_\_\_\_\_ NO \_\_\_\_\_

Advisory Board recommendation: **No** 5-0 1 abstain

Advisory Board Comments:

This article generated much discussion. On one hand we have a building that we have already put a great deal of money and labor into and leaving it unfinished would not benefit anyone. On the other hand, the Senior Cen-

ter Building committee has already once come to the voters for \$500,000 with the statement that the Senior Center could be built with \$500,000 from the towns people. In the final discussion, the Advisory Board felt they could not support the debt. Exclusion.

#### **ARTICLE 4     FISCAL 2014 UNPAID BILLS**

To see if the town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to pay for unpaid bills from prior fiscal years, or take any other action relative thereto.

**(Board of Selectmen)**

**Summary:** *This provides the means for the town to pay any unpaid bills from prior fiscal years. With the shutdown of most government activity in May and June of 2014, a large number of invoices were not processed.*

**Main motion:** I move that the Town appropriate Sixty Nine Thousand Seven Hundred Seventy Five Dollars (\$69,775) from the FY'15 tax levy to pay bills remaining from Fiscal 2014.

Advisory Board recommendation: **Yes**    6-0

Advisory Board Comments:

#### **ARTICLE 5     FY'15 FINANCIAL TRANSFER FOR ASSISTANT TOWN CLERK**

To see if the Town will vote to transfer from available funds a sum of money to hire an assistant town clerk; or take any other action relative

thereto.

**(Board of Selectmen)**

**Summary:** *This article is intended as a backup in case the voters at the November 4 election do not approve the proposed general override referenced in Article 2. The position of assistant town clerk is established in the Personal Policy of the Town, but funding for the position was eliminated in the budget crisis of Fiscal 2014. Available funds would be transferred from the surplus in the Town Administrator Salary account*

**Main motion:** I move that Seven Thousand Four Hundred Twenty Dollars (\$7,420) be appropriated to fund the hiring and appointment in FY'15 by the Town Administrator of an assistant town clerk, and to meet this appropriation, \$7,420 be hereby transferred from the Town Administrator Salary account as appropriated pursuant to Article 5 of the May 17, 2014 Annual Town Meeting to the Town Clerk-Assistant Town Clerk account.

Advisory Board recommendation: **No** 4-2

Advisory Board Comments: The Advisory Board feels that if the town people wish to provide funding for an assistant Town Clerk that they should do it through the override (Article 2) and not by utilizing funds that may not be available in the next fiscal year. Funding a position in this manner is not good fiscal policy.

**ARTICLE 6     FY '15 FINANCIAL TRANSFER FOR ASSESSORS' ADMINISTRATIVE ASSISTANT**



To see if the Town will vote to transfer from available funds a sum of money to hire an administrative assistant in the Assessors' Office; or take any other action relative thereto.

**(Board of Selectmen)**

**Summary:** *This article is also intended as a backup in case the voters do not approve the proposed general override under Article 2 at the November 4 election. The position would be funded from the surplus in the Town Administrator's Salary account. An administrative assistant in the Assessors' Office is established in the Personal Policy of the Town, but funding for the position was eliminated in the budget crisis of Fiscal 2014.*

**Main motion:** I move that Eight Thousand Seven Hundred Seventy Nine Dollars (\$8,779) be hereby appropriated for the Town Administrator to hire an administrative assistant in the Assessors' Office in FY'15, and to meet this appropriation, \$8,779 is hereby transferred from the Town Administrator Salary account as appropriated pursuant to Article 5 of the May 17, 2014 Annual Town Meeting.

Advisory Board recommendation: The Advisory Board vote was 3 Yes and 3 No, therefore we have no recommendation on this article.

Advisory Board Comments:

To see if the Town will vote to raise and appropriate , transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to make adjustments to the Fiscal 2015 appropriations voted by the Town under Article 5 (Town budget) of the May 17, 2014 Annual Town Meeting; or take any other action relative thereto.

**(Board of Selectmen)**

**Summary:** *There are four adjustments to the Fiscal 2015 operating budget of the Town that are addressed in this article:*

*1) The Annual Town Meeting appropriated \$7,000 for animal control in Fiscal 2015. In FY'14, the contract with the City of Gardner for animal control cost \$26,000. A new and less costly agreement with the Town of Winchendon was not completed until after the Annual Town Meeting. The Winchendon contract is costing \$19,000 and will require an addition of \$12,000 to the appropriation for animal control.*

*2) At the Annual Town Meeting, funds were appropriated to pay for a state-mandated, handicapped ramp to the rear of Town Hall. There is a need for additional funds to complete other improvements to the exterior of the new Town Hall.*

*The paving of the rear parking lot was recently completed at a cost of \$11,841. Only the binder course and berm were installed in the rear lot to facilitate snow removal during the winter. Next year, funding for the finish coat of asphalt and the re-paving of the parking area on the east side of Town Hall will be requested at the Annual Town Meeting.*

*3) The Town did not contract for an annual audit in Fiscal 2013. Funding is available in the FY 2015 operating budget to audit Fiscal 2014. However, failure to audit Fiscal 2013 has resulted in the loss of the Town's bond rating. Bond Counsel has warned that professional audits of Fiscal 2013 and 2014 will be necessary in order to get the Town's bond rating re-*

*stored. Additional funds are appropriated in this article for an audit of Fiscal 2013.*

- 4) The Town's cost for health insurance increased by 4.1% for FY'15. In the budget process for FY'15, the Advisory Board chose to level fund the group insurance account (health insurance) and to leave \$221,000 in available funds under the tax cap for later appropriation. With major layoffs at the end of Fiscal 2014, it was not clear at budget time how many employees drawing health insurance benefits would be returning to the workforce in FY 2015. Additional funds are appropriated in this article for general insurance and group health insurance.*

*These adjustments to the FY 2015 operating budget can be accomplished under the tax cap with available funds; there is no need for a Proposition 2 ½ override.*

**Main motion:** I move that the Town appropriate \$19,000 to the Animal Control Expense account; and \$11,841 to the Highway Department Expenses account; and \$32,000 to the Selectmen's budget – Audit Expense; and \$7,738 to General Insurance Expenses account; and \$80,802 to the Group Insurance Expenses account, and to meet this appropriation that a total of \$152,156 be raised and appropriated from the FY'15 tax levy and general revenues of the Town.

Advisory Board recommendation: **Yes** 6-0

Advisory Board Comments:

**ARTICLE 8     FY'15 FINANCIAL TRANSFER FOR THE HEALTH AGENT**

To see if the Town will vote to transfer One Thousand Seven Hundred Sixty Nine Dollars (\$1,769.00) from Board of Health Office Salary account to the Board of Health Agent account; or take any other action relative thereto.

**(Board of Selectmen for the Board of Health)**

**Summary:** *In the FY 2015 Town budget (Article 5) adopted at the May 17, 2014 Annual Town Meeting, the salary account for the Health Agent was reduced. The Health Agent was funded at 19 hours per week, and thus, he would lose Town benefits. This transfer would fund the Health Agent at 20 hours per week and assure continuation of the health insurance benefit.*

**Main motion:** I move that One Thousand Seven Hundred Sixty Nine Dollars (\$1,769) be hereby transferred from the Board of Health Office - Salary Account to the Board of Health – Agent account, as appropriated pursuant to Article 5 of the May 17, 2014 Annual Town Meeting.

Advisory Board recommendation: No    3 -2   1 Abstain

Advisory Board Comments: At the spring ATM, the Advisory Board presented a budget which funded the Health Agent at 19 hours (part time). At a later of Health meeting, the board elected to increase the agents hours to 20, making him eligible once again for benefits. Although the additional money that they are asking to transfer is small, the benefits that are added to the town burden are not. As well, the BOH vote seemed to conflict with the will of the towns people at the ATM.

**ARTICLE 9      FY'15 FINANCIAL TRANSFER TO FUND THE RECREATION COMMISSION**

To see if the Town will vote to transfer Two Hundred Dollars (\$200) from the Cemetery and Parks Department Expenses account as voted by the Town pursuant to Article 5 of the Templeton 2014 Annual Town Meeting, to the Recreation Commission Expenses account;

or take any other action relative thereto.

**(Board of Selectmen)**

**Summary:** *The Recreation Commission received no funding in the FY 2015 operating budget. Consequently, no recreational programming can be offered, and the Town cannot legally spend money to provide liability insurance. The Recreation Commission cannot accept private donations to fund recreation programs unless it is accompanied by privately paid insurance. A small transfer to the Recreation Commission would establish a publically funded budget and allow the Town to provide liability insurance for recreational programming.*

**Main motion:** I move that Two Hundred Dollars (\$200) be hereby appropriated to the Recreation Commission Expenses account, and to meet this appropriation \$200 be transferred from the Cemetery & Parks Department Expenses account as voted by the Town pursuant to Article 5 at the May 17, 2014 Annual Town Meeting

Advisory Board recommendation: **Yes**    6-0

Advisory Board Comments:

When the budgets were completed for this current year, the recreation budget was zero. The feeling at the time was that they had some outside funds that could be used to run their programs, however, we were later in-

formed that even though they had donations to run their programs, they could not do so on town property unless they purchased their own insurance. This article is to fund a small budget so that will once again be able to fall under the towns insurance.

#### **ARTICLE 10      COMMUNITY PRESERVATION FUNDS FOR TOWN CLERK VAULT**

To see if the Town will vote to appropriate One Hundred Twenty Thousand Dollars (\$120,000) from the Templeton Community Preservation General Reserve Fund to purchase and install a state-approved vault to store Town records and for all associated site preparation work required for installation of the vault at the designated Town site; or to take any other action related thereto.

##### **Board of Selectmen for the Community Preservation Committee)**

**Summary:** *The relocation of the Town Clerk from 4 Elm Street in Baldwinville to the new Town Hall on Patriot's Road necessitates construction of a new vault. Community Preservation funds would be used to build a fire and water proof vault (10'x 12') as an addition to the west side of Town Hall.*

**Main motion:** I move that One Hundred Twenty Thousand Dollars (\$120,000) be appropriated from the Community Preservation General Reserve Fund to be spent by the Town Administrator to construct a fire and water proof vault at 160 Patriot's Road for the Town Clerk.

Advisory Board recommendation: **Yes**      3-2   1 abstain

Advisory Board Comments:

The Advisory Board recognizes that the Town Clerk must have a vault that is fire and water proof and that is why they supported this article, however, the board hopes that the citizens of the town will be presented with multiple options for the Town Clerks vault.

**ARTICLE 11      COMMUNITY PRESERVATION FUNDS FOR CIVIL WAR MONUMENT**

To see if the Town will vote to appropriate Three Thousand Dollars (\$3,000) from the Templeton Community Preservation General Reserve Fund to supplement funds approved under Article 24 of the May 17, 2014 Annual Town Meeting to preserve, rehabilitate and restore the Franklin J. Jackson Civil War Monument in the Templeton Common Burial Ground; or to take any other action relative thereto.

**(Board of Selectmen for the Community Preservation Committee)**

**Summary:** *The Annual Town Meeting of May 17, 2014 voted \$31,000 from the Community Preservation Fund to support restoration of the Civil War Monument, contingent upon a \$7,500 grant from the U.S. Veterans Administration. The lowest bid for the project is \$34,000, so the additional sum of \$3000 is required.*

**Main motion:** I move that Three Thousand Dollars (\$3,000) be transferred from the Community Preservation General Reserve Fund to the Cemetery Department to supplement funding for the preservation, rehabilitation and restoration of the Franklin J. Jackson Civil War Monument

Advisory Board recommendation:    **Yes**      5-1

Advisory Board Comments:

## **ARTICLE 12     ACCEPTANCE OF WHITE CIRCLE AS A PUBLIC WAY**

To see if the Town will accept as a public way, as recommended by the Planning Board and laid out by the Board of Selectmen pursuant to G.L. c. 41 and c. 82, the layout of White Circle from the southeastern sideline of South Road and as shown on the set of plans containing eight (8) sheets entitled “Definitive Subdivision Plan of White Estates Subdivision, Templeton, MA,” prepared by Szoc Surveyors, dated May 10, 2005, revised November 18, 2005, and recorded at the Worcester County Registry of Deeds in Plan Book 840 as Plan No. 27; and to authorize the Board of Selectmen to acquire by purchase, gift or eminent domain, such land, slope, drainage, utility and other easements as may be necessary to effectuate the layout and acceptance of such street as a public way; and to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute a sum of money for such purposes, including the payment of all costs incidental and relative thereto; or to take any action relative thereto.

### **(Board of Selectmen for the Planning Board)**

**Summary:** *White Circle, a road and cul-de-sac was built off South Road for the White Estate Subdivision. The infrastructure, including the road, was built for the subdivision; however, when the housing market declined, houses were never built at White Estates. The road now qualifies for Town acceptance, having the top course of tarmac installed some 19 months ago. Peer Review was performed by Whitman & Bingham for the road approval.*

**Main motion:** I move that the Town accept as a public way, as recommended by the Planning Board and laid out by the Board of Selectmen pursuant to G.L. c. 41 and c. 82, the layout of White Circle from the southeastern sideline of South Road and as shown on the set of plans containing



eight (8) sheets entitled “Definitive Subdivision Plan of White Estates Subdivision, Templeton, MA,” prepared by Szoc Surveyors, dated May 10, 2005, revised November 18, 2005, and recorded at the Board of Worcester County Registry of Deeds in Plan Book 840 as Plan No. 27; and that the Board of Selectmen be authorized to acquire by purchase, gift and eminent domain, such land, slope, drainage, utility and other easements as may be necessary to effectuate the layout and acceptance of such street as a public way.

Advisory Board recommendation:   **Yes**       6-0

Advisory Board Comments:

And you are hereby directed to serve this warrant by posting attested copies thereof in each precinct; namely at the Post Office in Templeton, the Post Office in East Templeton, the Post Office in Baldwinville, at Cote’s Market in Otter River, and at the Town Office Buildings at 4 Elm Street, Baldwinville, and at 160 Patriots Road, East Templeton, and by delivering a copy to each of the Precinct Clerks fourteen (14) days at least before the time of holding said meeting and by causing notice of the same to be published once in the Gardner News, a newspaper published in said Worcester County, in the City of Gardner.

Given under our hands this 20th day of October in the year AD 2014.

BOARD OF SELECTMEN

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Kenn Robinson, Chairman

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John Columbus, Vice Chairman

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Doug Morrison, Clerk

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Julie Farrell, Member

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Diane Haley Brooks, Member

True Copy: ATTEST

Randy Brown

Constable of Templeton

OFFICER'S RETURN

WORCESTER, SS

October 20, 2014

This is to certify that I have served the within warrant by posting attested copies thereof in each precinct; namely, at the Post Office in Templeton, The Post Office in East Templeton, the Post Office in Baldwinville, and at Cote's Market in Otter River, and at the Town Office Buildings at 4 Elm Street in Baldwinville and at 160 Patriots Road in Templeton and by delivering a copy to each of the Precinct Clerks fourteen (14) days at least before the time of holding said meeting and by causing notice of the same to be published once in the Gardner News, a newspaper in said County in the city of Gardner.

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Randy Brown

Constable of Templeton

A True Copy, ATTEST:

Carol A. Harris

Town Clerk of Templeton