WARRANT

Monday, February 9, 2015
7:00 p.m. – Sandwich High School

BOARD OF SELECTMEN
Ralph A. Vitacco, Chair
Frank Pannorfi, Vice-Chair
R. Patrick Ellis
Susan James
James W. Pierce

FINANCE COMMITTEE
Gene Parini, Chair
Linell M. Grundman, Vice-Chair
Michael Dwyer
Robert Guerin
Thomas R. Hickey
James Lehane
Richard Reilly
Mark Snyder
Matthew Terry

MODERATOR
Garry N. Blank
February 9, 2015 – Special Town Meeting
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NOTE: Petition articles have been printed as submitted and may contain typographic
and other errors.
TOWN OF SANDWICH
2015 SPECIAL TOWN MEETING
February 9, 2015

Warrant

Barnstable, ss.

To the Constables of the Town of Sandwich, in the County of Barnstable,

GREETINGS:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of the Town of Sandwich qualified to vote in elections and Town affairs to meet at the Sandwich High School, 365 Quaker Meetinghouse Road, in said Sandwich on

Monday, February 9, 2015, at 7:00 p.m.,

then and there to act on the following articles.

ARTICLE 1
To see if the Town will vote to transfer and appropriate the sum of $140,549.22.00, or any other amount, for the purpose of constructing improvements and remodeling, constructing, reconstructing and making extraordinary repairs to the Oak Ridge School and Forestdale School and for capital improvements associated with moving all Pre-Kindergarten through 6th grades to the schools, including design, site improvements, equipment, furnishings and costs incidental thereto; said funds to be transferred from the following School Department capital project balances; and further to authorize the School Committee to enter into any and all contracts necessary to carry out such project; or take any action relative thereto.

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<th>Project</th>
<th>Amount</th>
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<td>Flooring Improvements</td>
<td>371.63</td>
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<td>Bathroom Partitions</td>
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<tr>
<td>Wing School Building Study</td>
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<td>5/3/10, Article 4</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>140,549.22</strong></td>
<td></td>
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</table>

Recommended by the Board of Selectmen and Capital Improvement Planning Committee. Not Recommended by the Finance Committee.
ARTICLE 2
To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $275,000.00, or any other amount, for the purpose of constructing improvements and remodeling, constructing, reconstructing and making extraordinary repairs to the Oak Ridge School and Forestdale School and for capital improvements associated with moving all Pre-Kindergarten through 6th grades to the schools, including design, site improvements, equipment, furnishings and costs incidental thereto, and further to authorize the School Committee to enter into any and all contracts necessary to carry out such project, or take any action relative thereto.

Recommended by the Board of Selectmen, Finance Committee, and Capital Improvement Planning Committee.

ARTICLE 3
To see if the Town will vote to amend the purpose for which $1,000,000.00 in Community Preservation Act open space and recreation program funds were appropriated by the May 5, 2014 Annual Town Meeting under Article 15 for securing professional services to design, permit, and construct a beach renourishment, restoration and resiliency project on Town Neck Beach by removing the restriction limiting the expenditure of funds until the Town has received notification that it has received a grant from the National Fish and Wildlife Foundation – Hurricane Sandy Coastal Resiliency Competitive Grants program, with all other provisions of the May 5, 2014 vote remaining in effect, or take any action relative thereto.

Recommended by the Board of Selectmen, Finance Committee, and Community Preservation Committee.

ARTICLE 4
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, creating a Beach Restoration Fund, into which shall be deposited a portion of the revenue received from the collection of local sales tax upon restaurant meals; 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 BEACH RESTORATION FUND IN THE TOWN OF SANDWICH

Be it enacted by the Senate and House of Representatives in the General Court assembled, and by the authority of the same as follows:

SECTION 1: Notwithstanding the provisions of section 53 of chapter 44 of the General Laws or section 2 of chapter 64L of the General Laws or of any general or special law to
the contrary, the town of Sandwich may establish in the town treasury a separate special revenue account to be known as the Beach Restoration Fund and may appropriate at an annual or special town meeting monies in the fund to nourish beaches within the town of Sandwich. Commencing on July 1, 2016, fifty percent of the amounts received by the Town annually pursuant to section 2 of Chapter 64L of the General Laws from the local sales tax imposed upon the sale of restaurant meals in the town of Sandwich shall be deposited into the fund. Interest earned shall remain with and become part of the fund.

SECTION 2: This act shall take effect upon its passage, or take any action relative thereto.

(Submitted by Petition)

Not Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 5
To see if the Town will vote to request the Board of Selectmen to place on the next Annual Town Meeting Ballot, a non-binding question, asking the citizens of Sandwich to approve or disapprove any contract or sale of the property commonly known as the “Golden Triangle”, or take any action relative thereto.

(Submitted by Petition)

Not Recommended by the Board of Selectmen.

ARTICLE 6
To see if the Town will vote to transfer and appropriate under the Community Preservation Act historic resources program the sum of $60,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of constructing improvements and remodeling, constructing, reconstructing and making extraordinary repairs to preserve, restore, and protect the Dexter Grist Mill; that to meet this appropriation the Town transfer from the Community Preservation Fund a sum of money for this purpose; or take any other action relative thereto.

Recommended by the Board of Selectmen, Finance Committee, and Community Preservation Committee.

ARTICLE 7
To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purpose of constructing improvements and remodeling, constructing, reconstructing and making extraordinary repairs to the East Boat Basin Sandwich Marina Office Building, Garage, and Year-round Restroom Facility located at 12 Freezer Road including design, site improvements, equipment, furnishings and costs incidental thereto and to authorize the Treasurer, with the approval of the Board of Selectmen, to issue any bonds or notes that may be necessary for such purpose pursuant to M.G.L. c.44, §7(3), or any other general or special law; and further to authorize the Board of Selectmen to enter into any and all contracts necessary to carry out such project; or take any action relative thereto.
Recommended by the Board of Selectmen, Finance Committee, and Capital Improvement Planning Committee that $2,500,000 be appropriated for said purpose.

ARTICLE 8
To see if the Town will vote to transfer the sum of $100,000.00, or any other amount, from the FY’15 Group Health Insurance Account, and appropriate a sum of money, to be expended under the direction of the Board of Selectmen, for the purpose of reducing a projected FY’15 deficit in the Unemployment Account, or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 9
To see if the Town will vote in accordance with M.G.L. c.44, §53E1/2 to establish a revolving fund in which to place revenues collected from any alternative energy payments made to the Town, to be expended under the direction of the Board of Selectmen for the purpose of paying any general government utility expenses, and to establish a limit on the total amount that may be expended from the fund in FY’15, or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 10
To see if the Town will vote in accordance with the provisions of M.G.L. c.44, §53F½ to raise and appropriate or transfer from available funds a sum of $60,000.00, or any other amount, from the Golf Enterprise Fund to be expended under the direction of the Board of Selectmen, for the purpose of completing extraordinary repairs and improvements to the Sandwich Hollows Golf Club clubhouse and golf course and for replacing maintenance and capital equipment for Sandwich Hollows Golf Club operations, or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 11
To see if the Town will vote to transfer the care, custody, control, and management of land shown on a plan entitled “Site Plan – Substation at Sandwich High School” as prepared by Kaestle Boos Associates, Inc. and dated January 21, 2015, said land consisting of approximately 0.7 acres located at the Sandwich High School property, Assessors Map 34, Lot 2, from the School Committee for educational purposes to the Board of Selectmen for general municipal purposes, including the construction of a public safety facility, or take any action relative thereto.

Recommended by the Board of Selectmen.
ARTICLE 12
To see if the Town will vote to transfer and appropriate the sum of $88,642.84, or any other amount, to be expended under the direction of the School Committee, from the Sandwich High School cellular tower lease receipt reserved for appropriation account, for the purpose of the maintenance and improvement of exterior athletic fields and facilities at Sandwich High School, or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 13
To see if the Town will vote to transfer and appropriate a sum of $60,000.00, or any other amount, from the Ambulance Fund Receipts Reserved for Appropriation Account, to be expended under the direction of the Board of Selectmen, for the purpose of purchasing four chest compression systems and related equipment, or take any action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.

ARTICLE 14
To see if the Town will vote to amend the Sandwich Protective Zoning By-laws, Section 2410, Abandonment, by deleting Section 2410 in its entirety and replacing it with the following, thereby increasing the allowed period of abandonment from two years to five years, or take any action relative thereto.

2410. Abandonment. A non-conforming use of a building or land, which has been abandoned for a period of five (5) years, shall not thereafter be returned to such non-conforming use. A non-conforming use shall be considered abandoned when the premises has been vacant for five years, or when the characteristic equipment and/or furnishings of the non-conforming use have been removed from the premises and have not been replaced by similar equipment, whichever shall occur first.

No Recommendation Required.

ARTICLE 15
To see if the Town will vote to amend the Sandwich Protective Zoning By-laws, Article IV, Special Regulations, by adding a new Section 4126, Exterior Storage, to read as follows, or take any action relative thereto.

4126. Exterior storage units may temporarily (no longer than six months) be positioned on a property only after notification to the Building Inspector of its date of delivery and its date of proposed removal.

No Recommendation Required.
ARTICLE 16
To see if the Town will vote to amend the Sandwich Protective Zoning By-laws by inserting a new Article VIII, Medical Marijuana Overlay District (MMOD), to read as follows, or take any action relative thereto.

ARTICLE VIII – MEDICAL MARIJUANA OVERLAY DISTRICT (MMOD)

8000 Medical Marijuana Overlay District

8001 Purpose
The purpose of this Section is to provide for the placement of a Registered Marijuana Dispensary (RMD) in accordance with the Humanitarian Medical Use of Marijuana at GL c 94C, App. S1-1 et seq., in a location suitable for a lawful medical marijuana facility and to minimize adverse impacts of a RMD on adjacent properties, residential neighborhoods, and locations where minors congregate by regulating the siting, design, placement, security and removal of a RMD.

Where not expressly defined in the Zoning Bylaw, terms herein shall be interpreted as defined in the Humanitarian Medical Use of Marijuana Act G.L. c 94C. App. S 1-1, et seq. and the Department of Public Health (DPH) Regulations promulgated thereunder, 105CMR 725, et seq., and otherwise by their plain language.

8002 Overlay District
The Medical Marijuana Overlay District (MMOD) is hereby established as an overlay district. The boundaries of the MMOD are shown on the Zoning Map on file with the Town Clerk. If the provisions of the MMOD are silent on a zoning regulation, the requirements of the underlying district shall apply. If the provisions of the MMOD conflict with the requirements of the underlying district, the requirements of the MMOD shall control. Land within the MMOD may be used for either:

1. A Registered Marijuana Dispensary (RMD) in which case the requirements set forth in this Section shall apply; or

2. A use allowed in the underlying district in which case the requirements of the underlying district shall apply.

8003 Location
1. The MMOD overlay is located in the B-2 medical campus area along Route 130 in Sandwich between the Massachusetts Military Reservation, the Route 6 Mid-Cape Highway and the Sandwich Industrial Park as shown on the zoning map on file with the Town Clerk. This location is suitable because it is highly visible with direct access to state highways and byways, easy access for public and emergency services, and relatively central location within the community. The overlay district also share proximity with other medical uses within this campus area.
2. A RMD shall not be located within 500 feet of any of the following facilities that are in existence at the time of permit application:

   a. School, including a public or private elementary, vocational or secondary school or a public or private college, junior college or university;

   b. Child Care Center as defined in MGL Chapter 15D Section 1A;

   c. Public park; or

   d. Any facility where the primary purpose is to serve persons under age 18 who commonly congregate to participate in scheduled and structured activities other than medical uses.

3. Measurement of distance for the purpose of this bylaw shall be measured from property line to property line. The Zoning Board of Appeals may waive this distance requirement by a supermajority vote as part of the issuance of a Special Permit in any of the following instances:

   a. Renewal of a Special Permit for an existing RMD; or

   b. New application (change of applicant) for an existing RMD; or

   c. If the applicant demonstrates that a RMD would otherwise be effectively prohibited within the Town; or

   d. The applicant demonstrates that the RMD will employ adequate security measures to prevent diversion of medical marijuana to minors who are not qualifying patients pursuant to 105 CMR 725.004.

8004 Eligibility

1. Only one RMD shall be permitted within the Town. As defined in Section 10.2 a RMD can either dispense, prepare, cultivate or any combination thereof. Therefore, any facility with one or a combination of these activities constitutes a RMD.

2. Only an applicant holding a valid Provisional Certificate of Registration from the Department of Public Health is eligible to apply for a Special Permit under this Section.

8005 Administration and Procedure

1. One RMD shall be permitted in the MMOD pursuant to a Special Permit. The Zoning Board of Appeals shall be the Special Permit Granting Authority (SPGA) for a RMD Special Permit. In addition to the RMD Special Permit, applicants are urged to attend a voluntary town staff Site Plan Review.

2. The Zoning Board of Appeals shall notify and refer copies of RMD applications to the appropriate Town officials, such as Police Department, Fire Department, Building
Commissioner, Town Engineer, Highway Superintendent, Health Department, Water Department, and Council on Aging, who have expertise or responsibilities relating to the application or serve constituencies likely to use a RMD. These reviewers may examine the application and submit written comments to the Zoning Board of Appeals. Failure to submit written comments by the designated deadline shall be construed as a lack of opposition to the proposal.

3. Applicants for a RMD Special Permit shall follow the application requirements on forms provided by the Zoning Board of Appeals or their designee.

   a. An applicant for a Special Permit to operate a RMD under this bylaw shall submit the following to the Zoning Board of Appeals for its review:
      
      1) A copy of its Provisional Certificate of Registration from the Massachusetts Department of Public Health (DPH);
      
      2) A copy of any waivers of DPH regulations issued to the RMD;
      
      3) A full description of all security measures including employee security policies approved by the DPH;
      
      4) A copy of the emergency procedures approved by the DPH;
      
      5) A copy of the policies and procedures for patient or personal caregiver home delivery approved by DPH;
      
      6) A copy of the policies and procedures for the transfer, acquisition or sale of marijuana between RMDs as approved by the DPH; and
      
      7) A security contingency plan to address emergency situations and conditions presented by emergencies such as extended power outage and natural disasters.

   b. The site plan shall clearly delineate various areas of the RMD (both indoors and outdoors) including but not limited to as public access areas, employee-only access areas, storage, cultivation, preparation, waste disposal, administrative, transportation and loading as well as parking areas. Site plans and/or application narrative shall contain sufficient information so that the Zoning Board of Appeals can evaluate the following design and operational standards.

4. Design Standards. The facility shall meet the following minimum requirements:

   a. All activities related to the RMD with regard to processing, cultivation, or storage of marijuana shall be conducted indoors. No materials, plants or byproducts shall be visible from outside of the premises/building. With the exception of loading areas, no operations shall be visible to the public;
b. The facility may include waiting areas for patients and caretakers and areas where patients and caregivers receive instruction about use of the product and other activities directly related to administration of services. There shall not be any facilities for use by the general public such as public reception areas, public restrooms or public lounge or seating areas;

c. All shipping and receiving areas shall exclusively serve the RMD. In the case of a multi-use or multi-tenant site, the RMD shall be laid out and designed to ensure separation from other uses or tenants at the site;

d. The facility shall have adequate water supply, stormwater systems, sewage disposal, and surface and subsurface drainage;

e. Adequate lighting, including night lighting that provides for monitoring of building and site security;

f. Signage is limited to that which is permitted under 105 CMR 725.100 (L) and shall comply with the Town of Sandwich Sign Bylaw.

5. Security and Operational Standards

a. The Zoning Board of Appeals shall request review and comment from the Chief of Police or designee. Failure to submit written comments by a designated deadline set by the Zoning Board of Appeals shall be construed as a lack of opposition to the proposal. The Chief of Police or designee may recommend reasonable security conditions to the Board;

b. The applicant under this Section shall provide and keep up to date contact information as required by the Chief of Police and Building Commissioner such as name, telephone number and electronic mail address of a contact person who must be available 24 hours a day.

c. Security Design Requirements. At a minimum, the security features used to protect the site shall fully comply with 105 CMR 725 and, in addition, must have the following capabilities:

1) A security camera system that monitors all entrances and exits for vehicles and persons as well as all areas where marijuana is received, stored, processed, sent or otherwise handled;

2) The security camera system shall have a minimum 180 day storage capacity;

3) Access and egress to all entrances and exits for vehicles and persons into areas where marijuana is received, stored, processed, sent or
otherwise handled shall be controlled by an electronic access security system that records the ingress and egress of vehicles and persons;

4) All personnel shall have a security identity card that includes a front facial picture of the employee. The identity card shall also serve as the electronic access card for entrance into all restricted areas. The date and time of all access and egress into such areas shall be digitally recorded. Identification cards shall be worn at all times when personnel are in the RMD facility and must be plainly visible and not concealed;

5) All security alarm systems for the RMD shall be monitored by central station alarm. The Sandwich Police Department shall be immediately notified of the receipt of any alarm by the central station monitor; and

6) The applicant shall immediately notify the Sandwich Police Department of any breakdown or malfunction of any part of the security system. This notification shall include at a minimum the following:

   • Date and time of malfunction;
   • Nature of malfunction;
   • Any loss or attempted loss of product as a result of the malfunction;
   • The compensatory measures in place to address the discontinuity of the security system; and
   • Estimated date and time of restoration of the security measures.

6. Enforcement

   a. Failure to comply with any of the provisions of the security measures in this Section shall be reported to the Building Commissioner for review. The applicant’s unwillingness or inability to make timely repairs to the security systems may result in the issuance of a Cease and Desist order until such repairs have been completed and approved by appropriate town officials.

8006 Special Permit Approval Criteria and Conditions
1. The Zoning Board of Appeals may impose reasonable conditions to improve site design, traffic flow, public safety, water quality, air quality, protection of significant environmental resources and the preservation of community character of the surrounding area including but not limited to the following:

   a. Minimize the impacts of increased noise and traffic;

   b. Impose security precautions related to the high value of products and cash transactions;

   c. Deter unauthorized or ineligible customers at the RMD;
d. Impose measures to prevent diversion of marijuana; and

e. Conditions related to the design and construction of the facility to improve safety, security and conformance with community character.

2. Zoning Board of Appeals shall address the following general conditions in each special permit issued under this Section:

a. Hours of operation, including dispatch for home delivery;

b. The reporting of any incidents to the Building Commissioner and Zoning Board of Appeals as required under the requirements of 105CMR 725.110(f) within 24 hours of occurrence. Such reports may be redacted as necessary to comply with any applicable state or federal laws and regulations.

c. The reporting of any summary cease and desist order, quarantine order, summary suspension order, limiting sales order, notice of hearing or final action by DPH or the Division of Administrative Law Appeals as applicable regarding the RMD to the Building Commissioner and the Zoning Board of Appeals within 48 hours of their receipt.

3. A Special Permit may be issued to any applicant who, in the determination of the Zoning Board of Appeals, has met the requirements of this Section; as well as the criteria in Sections 1330 and 1340.

4. The issuance of a special permit under this Section shall also be subject to the following:

a. The special permit shall expire within five (5) years of the date of issue. If the applicant wishes to renew the special permit, an application to renew must be submitted at least 120 days prior to the expiration of the Special Permit;

b. Special permits shall be limited to the current applicant and shall expire on the date the Special Permit holder ceases operation of the RMD;

c. Special permits shall lapse upon the expiration or termination of an applicant’s registration by DPH;

d. The holder of a special permit for an RMD facility shall notify the Building Inspector and the Zoning Board of Appeals in writing within 48 hours of the cessation of operation of the RMD or the expiration or termination of the permit holder’s registration with DPH; and

e. Any failure to fully comply with any conditions of the special permit, this or any bylaws of the Town of Sandwich, or the laws or regulations of the
Commonwealth of Massachusetts, may result in the suspension or revocation of the special permit by the Zoning Board of Appeals.

8007 Prohibition Against Nuisances
No use shall be allowed in the MMOD which creates a nuisance to abutters or to the surrounding area, or which creates any hazard, including but not limited to fire, explosion, fumes, gas, smoke, odors, obnoxious dust, vapors, offensive noise or vibration, flashes, glare, objectionable effluent or electrical interference, which may impair the normal use and peaceful enjoyment of any property, structure or dwelling in that area.

8008 Severability
The provisions of the Bylaw are severable. The invalidity of any Section or provision of this Zoning Bylaw shall not invalidate any other Section or provision hereof.

No Recommendation Required.

ARTICLE 17
To see if the Town will vote to amend the Sandwich Protective Zoning By-laws, Definitions, by deleting the current definitions of “Height” and “Yard” and replacing them with the following definitions, and by inserting a new definition of “Storage, Exterior”, or take any action relative thereto.

HEIGHT – The vertical distance from the mean existing grade at the front line of the building to the highest point of the roof for flat or shed roofs, to the deck line for gable, hip and gambrel roofs; except for those buildings that are required to be placed on elevated foundations adjacent to the shoreline and/or within those areas designated by FEMA to be part of any A or V Zone, where the vertical distance would be measured from the top of the elevated foundation to the highest point of the roof for flat or shed roofs, to the deck line for mansard roofs and to the ridge for gable, hip and gambrel roofs. Not included are spires, cupolas, TV antennae and other parts of structures, which do not enclose potentially habitable floor space.

YARD – A required open space, unobstructed with structures other than fences or other customary yard accessories.

STORAGE, EXTERIOR – Temporary (no longer than six months) exterior storage units located outside a building including but not limited to “pods”, trailers, containers and the like which may house merchandise, furniture and more.

No Recommendation Required.
ARTICLE 18
To see if the Town will vote to amend Section 2.01 of the Town Bylaws, Capital Improvement Planning Committee, by deleting the language in Part 2 highlighted below with a strikethrough and adding the language highlighted with an underline, or take any action relative thereto.

*Part 2:* The Committee shall define and study all proposed capital projects and improvements involving major non-recurring tangible assets and projects. All officers, boards and committees, including the Selectmen and the School Committee, shall give to the Committee on forms prepared by it the information needed to prepare a Capital Budget for Town Meeting. The Committee shall consider the relative need, impact, timing, cost and funding methodology of these capital expenditures and the effect each will have on the financial position of the Town. No appropriation shall be voted for a capital improvement requested by a department, board or commission unless the proposed capital improvement is considered in the Committee’s report, or the Committee shall first have submitted and may make a report to the Finance Committee and Board of Selectmen explaining the omission.

**Recommended by the Board of Selectmen and Capital Improvement Planning Committee.**

ARTICLE 19
To see if the Town will vote in accordance with M.G.L. c.44, §53E1/2 to establish a revolving fund in which to place revenues collected from any payments made to the Town from purchasing the Town’s written history, *Sandwich: A Cape Cod Town*, to be expended under the direction of the Board of Selectmen for the purpose of paying for any future publication of the Town’s history, and to establish a limit on the total amount that may be expended from the fund in FY’15, or take any action relative thereto.

**Recommended by the Board of Selectmen and Finance Committee.**

ARTICLE 20
To see if the Town will vote to transfer and appropriate under the Community Preservation Act historic resources program the sum of $15,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of preserving, restoring, and protecting the Town’s written history, *Sandwich: A Cape Cod Town*, by updating and publishing the document in both print and electronic forms; that to meet this appropriation the Town transfer from the Community Preservation Fund a sum of money for this purpose; or take any other action relative thereto.

**Recommended by the Board of Selectmen, Finance Committee, and Community Preservation Committee.**
ARTICLE 21
To see if the Town will vote to transfer and appropriate under the Community Preservation Act historic resources program the sum of $7,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of commemorating the Town’s participation in the Civil War through the manufacture and display of a Civil War Memorial Plaque at Town Hall; that to meet this appropriation the Town transfer from the Community Preservation Fund a sum of money for this purpose; or take any other action relative thereto.

Recommended by the Board of Selectmen, Finance Committee, and Community Preservation Committee.

ARTICLE 22
To see if the Town will vote to rescind the vote of the May 2, 2011 Annual Town Meeting under Article 19 appropriating $450,000.00 from the Community Preservation Act affordable housing program for the purpose of supporting the Forestdale Village affordable housing project owned by Forestdale Village, LLC, or take any other action relative thereto.

Recommended by the Board of Selectmen and Finance Committee.
And you are hereby directed to serve this Warrant by posting attested copies thereof, one at the Town Hall, and one at each of the Post Offices in Sandwich, the last posting to be at least fourteen days prior to the time of holding said meeting,
given under our hands this 22nd Day of January, 2015.

Ralph A. Vitacco, Chairman

Frank Pannorfi, Vice-Chairman

R. Patrick Ellis

Susan James

James W. Pierce

SELECTMEN OF SANDWICH

I hereby certify that I have posted attested copies of this warrant at Sandwich Town Hall, Town Hall Annex, Sandwich Post Office, East Sandwich Post Office and Forestdale Post Office, all located within the Town of Sandwich, on

Date

Constable

23-15
REFERENCE MATERIAL & VOLUNTEER APPLICATION FORM:

A GLOSSARY OF COMMONLY USED TERMS

**Appropriation** – An authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited to a specific amount and identifies the timeframe when it will be expended.

**Assessed Valuation** – A valuation set upon real estate or other property by a government as a basis for levying taxes. Equalized assessed valuation refers to a municipality’s assessed valuation, as determined by local assessors, adjusted by the State Department of Revenue to reflect a full and fair market value (“Equalized Valuation”).

**Betterment** – An addition made to, or change made in, a fixed asset which is expected to prolong its life or to increase its efficiency. The term is also applied to sidewalks, water lines, and highways and the corresponding tax assessment abutters may authorize for repairs to their properties.

**Bond** – A written promise to pay a specified sum of money, called the face value (par value) or principal amount, at a specified date or dates in the future, called the maturity date(s) together with periodic interest at a specified rate. The difference between a note and a bond is that the latter runs for longer period of time and requires greater legal formality.

**Bond Anticipation Note (BAN)** – Short-term note of a government sold in anticipation of bond issuance. BANs are full faith and credit obligations.

**Bond Ratings** – Designations used by bond rating services to give relative indications of credit quality.

**Budget** – A plan of financial operations embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

**Budget Message** – Statement summarizing the plans and policies contained in the budget report, including an explanation of the principal budget items and recommendations regarding financial policy for the upcoming year.

**Capital Budget** – A plan for expenditure of public funds for capital purposes.

**Capital Expenditure** – Nonrecurring payments for capital improvements including construction, acquisition, site development and overhead costs. The fees for architects, engineers, lawyers, and other professional services plus the cost of financing may be included.
**Cherry Sheet** – An annual statement received by the Town from the Department of Revenue detailing estimated receipts for the next fiscal year from various state aid accounts, the lottery, and estimated charges payable in setting the tax rate. Supplemental Cherry Sheets may be issued during the year and there is no guarantee that the estimated receipts and charges shown thereon will not vary from actual receipts and charges. The name was derived from the pink color of the document.

**Debt Service** – The cost (usually stated in annual terms) of the principal retirement and interest of any particular bond issue.

**Enterprise Fund** – Those funds which are established for specific uses under M.G.L. c.44, §53F1/2 that require an annual appropriation to operate (i.e. Sandwich Hollows Golf Club).

**Excess Levy Capacity** – The difference between a community’s maximum tax levy limit as established by Proposition 2.5 and its actual tax levy in the most recent year for which the community has set a tax rate. It is the additional tax levy that a community can raise at Town Meeting without going to the voters for an override or debt exclusion.

**Exclusions (Debt Exclusion or Capital Expenditure Exclusion)** – Proposition 2.5 allows communities to raise funds for certain purposes above the amount of their levy limits or levy ceilings. Subject to voter approval, a community can assess taxes in excess of its levy limit for the payment of certain capital projects and for the payment of specified debt service costs. Such an exclusion increases the amount of property tax revenue a community may raise for a limited or temporary period of time in order to fund the specific project. Unlike overrides, exclusions do not increase the community’s levy limit and do not become part of the base for calculating future years’ levy limits.

**Fiscal Year** – The state and municipalities operate on a fiscal year which begins on July 1 and ends on June 30. For example, the FY’04 fiscal year is from July 1, 2003 to June 30, 2004.

**Free Cash (Surplus Revenue)** – Free cash represents the portion of surplus revenue which the municipality is able to appropriate. It is money that the community raised to spend for a particular item but was left over because the full appropriation was not expended. From this surplus the municipality’s liabilities are subtracted (i.e. any unpaid back taxes). The remainder, if any, is certified annually by the Department of Revenue as the community’s free cash. Amounts from certified free cash may be appropriated at Town Meeting by the community for expenditures or to offset property taxes.

**General Fund** – The fund into which the general (non-earmarked) revenues of the municipality are deposited and from which money is appropriated to pay the general expenses of the municipality.

**Growth Revenue (New Growth)** – The amount of property tax revenue that a community can add to its allowable tax levy from taxes from new construction,
alterations, subdivisions, or changes of use. It is computed by applying the prior year’s tax rate to the increase in valuation.

**Note** – A short-term loan, typically of a year or less in maturity.

**Overlay** – The amount raised by the assessors in excess of appropriations and other charges for the purpose of creating a fund to cover abatements and state allowed exemptions.

**Overrides** – Proposition 2.5 allows a community to assess taxes in excess of the automatic annual 2.5% increase and any increase due to new growth by passing an override. A community can take this action as long as it is below its levy ceiling (2.5% of full and fair cash value of community). When an override is passed, the levy limit for the year is calculated by including the amount of the override. Unlike exclusions, the override results in a permanent increase in the levy limit of a community, which becomes part of the levy limit base and increases along with the base at the rate of 2.5% each year.

**Proposition 2.5** – M.G.L. c.59, §21C was enacted in 1980 and limits the amount of revenue a city or town may raise from local property taxes each year. This amount is the community’s annual levy limit. The law allows the levy limit to increase each year by 2.5% plus any new growth revenue derived from taxes from new construction and alterations. This amount may not exceed the community’s levy ceiling. Proposition 2.5 also established two types of voter approved increases in local taxing authority – overrides and exclusions.

**Reserve Fund** – A fund established by Town Meeting which is under the control of the Finance Committee and from which transfers may be made for extraordinary and unforeseen expenditures. The appropriation cannot be greater than 5% of the tax levy for the prior fiscal year.

**Revolving Funds** – Those funds which may be used without appropriation and which are established for particular uses under M.G.L. such as continuing education programs, school lunch programs, self-supporting recreation and park services, conservation services, etc. (i.e. Sandwich Marina, Sandwich Community School).

**Stabilization Fund** – A special reserve account which is invested until used. Towns may appropriate into this fund in any year an amount no more than 10% of the prior year’s tax levy. The outstanding balance in the account cannot exceed 10% of the Town’s equalized valuation. Generally, it takes a 2/3 vote of Town Meeting to appropriate money from the Stabilization Fund.

**Surplus Revenue** – See “Free Cash”.
# TABLE OF BASIC POINTS OF MOTIONS

<table>
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<tr>
<th>Rank</th>
<th>Type of Motion</th>
<th>2nd Req’d</th>
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<th>May Amend</th>
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* Unanimous if rule protects minorities; out of order if rule protects absentees

Source: Town Meeting Time, 3rd Edition
TOWN OF SANDWICH TALENT BANK

Serve Your Community

Town Government needs citizens who are willing to give time in the service of their community. The Talent Bank was adopted by the Board of Selectmen as a means of compiling names of citizens who are willing voluntarily serve on boards, committees, and as resource people. Names in this file are available for use by the public as well as the Selectmen and all Town offices.

Talent Bank files are being updated to include categories consistent with the changing needs of the Town of Sandwich. Please complete the questions listed below, indicate your areas of interest, and either drop the form off at Town Hall or send it to:

Town of Sandwich Talent Bank
Sandwich Town Hall
130 Main Street
Sandwich, MA 02563

Name: ______________________________ Tel. No.: _______________________

Mailing Address: ______________________________________________________

E-Mail Address: _______________________________________________________

Occupation / Background / Experience: ____________________________________

_____________________________________________________________________

LIST ORDER OF PREFERENCE:

___ Beach Advisory Comm.       ___ Energy Committee       ___ Recreation Committee
___ Board of Health*          ___ Finance Committee**    ___ Sandwich Cultural Council
___ Cape Cod Commission        ___ Golf Advisory Comm.  ___ Sandwich Econ. Initiative Corp.
___ Capital Planning Comm.**  ___ Historic District Comm.* ___ Sandwich Historical Commission
___ Conservation Comm.         ___ Library Trustees*     ___ Sandwich Housing Authority*
___ Council on Aging          ___ Personnel Board      ___ Visitor Services Board
___ Disabilities Commission   ___ Planning Board*     ___ Zoning Board of Appeals
___ Emergency Management

Other: ______________________ Other: ______________________

* = Elected                  ** = Appointed by Moderator